2016 COLUMBIA SOUTHERN UNIVERSITY

UNIVERSITY
CATALOG

Columbia
Southern
University

Nondiscrimination Policy

CSU provides equal educational opportunity and does not discriminate with respect to race, religion, national origin, sexual orientation, physical handicap, age, marital status, gender, or status such as a disabled veteran.

Policy Disclaimer

At CSU, we are committed to ensuring that our students are kept informed of the latest principles, theories, and applications pertaining to their studies. However, CSU reserves the right to make changes, as deemed appropriate and without prior notification, in our course offerings, curricula, academic policies, and other rules and regulations affecting students.

Catalog Disclaimer

This publication is not a contract between the student and CSU or any party or parties and should not be regarded as such. Reasonable effort was made at the time this document was created to ensure that all policies and provisions of this publication were correct. CSU reserves the right to make changes and addendums to current policy as necessary and will post these changes on the CSU website at http://myCSU.ColumbiaSouthern.edu. Students affected by policy changes will be contacted by the appropriate CSU faculty or staff member to discuss the student's options under the new policy.

COLUMBIA SOUTHERN UNIVERSITY

University Catalog | Edition I

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21982 University Lane (Shipping) | P.O. Box 3110 (Mailing) | Orange Beach, AL 36561
Main Phone 800.977.8449 | 251.981.3771 | *Main Fax* 251.981.3815

January 1, 2016

Dear Student,

Thank you for your interest in the online programs available at Columbia Southern University. One of the nation's first completely online universities, CSU offers a unique educational experience designed to fit around your schedule. Choose from associate, bachelor, master, and certificate programs that support your educational and career goals.

We are dedicated to helping our students achieve their goals. Students choose CSU for the following reasons.

Convenience— All of CSU's degree programs are offered completely online, giving you the flexibility to fit your education around career and family commitments.

Exceptional Service— Beginning with your initial contact, you'll find that our personalized service is second to none. Building long-term relationships and providing student-centered services is an important part of our core values. Faculty and staff are readily available to assist you. From the application process, to classwork, and all the way through to graduation, we are with you every step of the way.

Flexible Learning— Take your classroom with you wherever you go. At CSU, there are no scheduled online sessions or on-site exams. Residency is not a requirement and coursework can be completed at times that are most convenient for you. Choose between two online learning models, Term or LifePace Learning.

Textbooks Provided— For your convenience, textbooks are provided at no cost through the CSU Book Grant.

Complimentary Success Center Services— The CSU Writing and Math Center provides services to students that will aid in your success throughout your academic career. Services are provided at no cost and are available from 8 a.m. to 5 p.m. Monday through Thursday and 8 a.m. to 3 p.m. on Friday CST.

Value— Our tuition is competitively priced to make achieving a quality education affordable and realistic. Federal Student Aid (FSA), TA and VA benefits are also available for eligible participants.

We welcome any questions you may have and look forward to assisting you with the admission process. Applications and enrollments are accepted throughout the calendar year. You may access the CSU application for admission by visiting www.columbiasouthern.edu.

Sincerely,

Robert Mayes, President

Table of Contents

The content and policies included in this catalog are subject to change and will be updated periodically throughout the year as needed.

I. General Information

ABOUT CSU

Mission Statement

Columbia Southern University provides diverse learning experiences and affordable, flexible distance education programs at the certificate, undergraduate, and graduate levels to a global student body, delivered by qualified, student-centered faculty committed to teaching and student learning. The University is dedicated to providing exceptional academic and student support services.

Core Values

The CSU mission rests on the commitment to and achievement of the following core values:

- Integrity, fairness, tolerance, and professionalism in all operations which support our mission;
- Focus on affordable, quality online instruction including undergraduate programs with a general education core that promotes life-long learning and the success of its graduates;
- Receptivity and respect for a diversity of cultures, ideas, experiences, and people by all areas of the university;
- Accessibility, flexibility, and the use of appropriate technology in the delivery of its online programs, services, and operations;
- Encouragement of scholarly pursuit and creative endeavors of students, faculty, and university staff;
- Provide student-centered support services that are personal, responsive, and geared toward assisting students in achieving their educational goals;
- Collaboration with business, industry, the community, and governmental bodies to create affordable and accessible learning opportunities for employees;
- A focus on long-term relationships and serving constituencies with special needs that include members of the armed services, public service employees, law enforcement, fire, and public safety individuals;
- A professional outlook that values innovation, ongoing self-assessment, creative thinking, and a willingness to lead positive educational change;
- Provide staff and faculty with a stable and enjoyable work environment enriched by a family culture of caring, respect, and open communication;
- Fulfill the role of a good corporate citizen through community participation and support.

Vision

The Vision of Columbia Southern University is to change and improve lives through higher education by enabling students to maximize their professional and personal potential.

History

Columbia Southern University has always maintained a student-first philosophy by providing educational opportunities through distance learning to non-traditional students. This vision originated from the founder of Columbia Southern University, Robert Mayes, Sr. He established a family-oriented culture of caring and respect among staff and faculty that is maintained to this day.

His experience in developing and presenting training programs in environmental compliance and occupational safety for small businesses led to the establishment of two certificate programs in the field, and later, the founding of CSU in 1993.

To fill the void of formal online degree programs for safety and environmental managers, two bachelor's degree programs were developed in the areas of occupational safety and health and environmental management.

In 1996, online programs beyond the safety and environmental career fields were developed and included business administration, computer science, criminal justice administration and health administration. Achieving accreditation had been a goal for CSU since its inception and that goal became a reality on January 15, 2001, when the Distance Education and Training Council granted national accreditation to CSU.

In 2002, several approvals and affiliation agreements with state schools were achieved along with receiving Defense Activity for Non-Traditional Education Support (DANTES) and Veterans Affairs approval.

In 2003, CSU expanded its international offerings by being one of the first U.S. universities to offer a hybrid (online and classroom) degree program in Vietnam. The opportunity to earn an MBA degree was offered in Hanoi and Ho Chi Minh City.

Between 2002 and 2004, CSU expanded its degree offerings to include associate degrees and six new majors and launched the learning partnership program. This program would allow businesses, municipalities, organizations and corporations to partner with CSU and receive benefits such as tuition discounts, application fee waivers, and later scholarship opportunities, for employees/members and their spouses and children.

As growth continued, CSU moved into a new facility in 2005 on Canal Road in Orange Beach, Alabama. However, this news was soon overshadowed by great sadness to CSU as Robert Mayes, Sr., passed away after a lengthy illness on September 26, 2005. He was succeeded as president by his son Robert Mayes, Jr.

In 2006, CSU continued to grow as CSU's student body reached 6,700 active students. Soon, additional staff members were brought in, and CSU's one-year old facility began to rapidly approach capacity. In addition, CSU was reaccredited by the Distance Education and Training Council with very high praise from the accreditation team. CSU was also honored by being selected among the first group of colleges and universities to be accepted into the Air Force Academic Institution Portal and into the U.S. Army's Centralized Tuition Assistance Management (CTAM) program, GoArmyEd.

In 2008, CSU received approval by the U.S. Department of Education to offer Federal Student Aid. In the same year, CSU broke ground on a new 67,000-square-foot building which would open in 2009.

On January 8, 2010, Waldorf College, a private undergraduate liberal arts college in Iowa, was purchased and became CSU's sister college. CSU's active student count at the end of 2010 was 25,291. In 2011, CSU's program in Vietnam became the first distance learning program to be accredited by the Vietnam Ministry of Education and Training.

In 2012, the corporate structure of the organization was changed so that a parent company, Columbia Southern Education Group, would own Columbia Southern University and Waldorf College.

Today, CSU continues to focus on building long-term relationships while providing an exceptional student experience, affordable tuition, and a flexible learning format to more than 29,000 students. CSU boasts a faculty and staff of 1,000 who diligently focus on continually improving CSU's academic programs, services, and operations while maintaining an exceptional standard of customer service.

ACCREDITATION

Columbia Southern University is an accredited member of the Distance Education Accrediting Commission (DEAC). DEAC is recognized by the U.S. Department of Education (USDE) as a nationally recognized accrediting agency, and is a recognized member of the Council for Higher Education Accreditation (CHEA). CHEA is a nonprofit organization serving as a national advocate for self-regulation of academic quality through accreditation.

Distance Education Accrediting Commission (DEAC)
1101 17th Street NW, Suite 808
Washington, D.C. 20036
Phone: (202) 234-5100
Fax: (202) 332-1386
www.deac.org
info@deac.org

STATE AUTHORIZATION AND LICENSURE

Columbia Southern University is licensed by the State of Alabama, Department of Postsecondary Education pursuant to the Alabama Private School License Law, Code of Alabama, Title 16-46-1 through 10. For additional information on state authorization, please visit http://www.columbiasouthern.edu/About-CSU/Accreditation-Licensure/State-Authorization.

HIGHER EDUCATION RELATED MEMBERSHIP

CSU is an institutional member of the American Council on Education (ACE), a major higher education coordinating body that influences public policy through advocacy, research, and program initiatives. ACE membership is open to accredited degree-granting colleges and universities, and higher education associations within the United States.

CLERY/CAMPUS/SECURITY POLICY

To view the Clery/Campus Security Policy, please visit http://www.columbiasouthern.edu/Financial/Office-of-Financial-Aid/Consumer-Information/security-policy.

STUDENT RECORDS

Student records, including financial and academic records, are kept indefinitely.

STUDENT HANDBOOK

The Student Handbook is the official document on policies, procedures, and resources of Columbia Southern University.

The handbook serves as the student's personal guide book, assisting them in answering questions related to policies and procedures that are both academic and administrative in nature, support services available for student success, academic guidance, and the responsibilities, expectations, and rights of students.

The handbook can be found at http://www.columbiasouthern.edu/downloads/pdf/handbook/csustudenthandbook.

GAINFUL EMPLOYMENT DISCLOSURE

Columbia Southern University (CSU) self-discloses information pursuant to Gainful Employment Regulations as required

by the U.S. Department of Education. CSU is forthright in publishing gainful employment information so students have the information necessary to make informed, rational educational decisions. For information concerning median loan debt, cost of attendance, occupational information, or retention and graduation rates, please visit http://www.columbiasouthern.edu/Consumer-Information.

REGISTERING A COMPLAINT WITH CSU

Columbia Southern University (CSU) is committed to providing high quality educational and related services for students. From time to time students may have questions concerning administrative policies or operations. CSU encourages students to notify the institution when there is cause for concern in academic and non-academic matters. For information on registering a complaint with Columbia Southern University, visit http://www.columbiasouthern.edu/admissions/support-services/student-resolution.

REGISTERING A COMPLAINT WITH EXTERNAL AGENCIES

Students who wish to file a complaint with an agency, may review full contact and website information located on the CSU Website, http://www.columbiasouthern.edu/about-csu/accreditation-licensure/registering-a-complaint. Additionally, students should not contact these agencies unless they have proceeded through the institution's process for filing a complaint and no resolution has been achieved.

DEAC Contact Information for Registering a Complaint

Distance Education Accrediting Commission (DEAC)
1101 17th Street NW, Suite 808
Washington, D.C. 20036
Phone: (202) 234-5100
Fax: (202) 332-1386
www.deac.org
info@deac.org

State-Specific Contact Information for Registering a Complaint

Georgia
Georgia Residents may register a complaint with the state of Georgia by following the contact information below.

Georgia Nonpublic Postsecondary Education Commission
2082 East Exchange Place, Suite 220
Tucker, Georgia 30084
(770) 414-3300

Complaints can be submitted through the following website: www.gnpec.org

TITLE IX

Title IX of the Education Amendments of 1972 is a federal law that prohibits sex discrimination in education. It reads: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

--Legal Citation: Title IX of the Education Amendments of 1972, and its implementing regulation at 34 C.F.R. Part 106 (Title IX)

Statement of Policy
It is the policy of Columbia Southern University to prohibit discrimination on the basis of age, color, disability, gender, national origin, race, religion, sex or veteran's status in regard to the administration of all programs, services and activities.

To ensure compliance with Title IX, the President of the University has designated the Title IX Administrator as the primary contact responsible for developing, adopting and/or assuring the dissemination of the University's nondiscrimination policy and for making the policy available to the University community, to include students, faculty, staff, and to the public.

Contact Information

Columbia Southern University students, faculty, and staff with inquiries concerning the application of Title IX to the University's programs and activities, or for inquiries regarding allegations of discrimination or grievances concerning Title IX are encouraged to contact:

Mona McPherson, B.S.
Title IX Administrator
21982 University Lane
Orange Beach, AL 36561
877.729.0718
Mona.McPherson@csegroup.com

FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act of 1974 (FERPA) affords a student certain rights with respect to their educational records. Columbia Southern University (CSU) acknowledges this law as university policy.

For complete FERPA information, visit the CSU website http://www.columbiasouthern.edu/Consumer-Information/FERPA.

HOURS OF OPERATION AND CONTACT INFORMATION

Address
Columbia Southern University
21982 University Lane (Shipping)
P.O. Box 3110 (Mailing)
Orange Beach, AL 36561

Main Telephone Numbers
800.977.8449
251.981.3771

Main Fax Number
251.981.3815

Business Hours (CST)
Main Office Hours
Monday—Thursday: 8AM to 5PM
Friday: 8AM to 3PM

Academic Advising and Student Support Center, and Admissions Hours
Monday—Thursday: 8AM to 6PM
Friday: 8AM to 5PM

Bookstore, Business Affairs, Office of Financial Aid, Office of the Registrar Hours
Monday—Friday: 8AM to 5PM

Technical Support Hours
Monday—Friday: 8AM to 8PM
Saturday: 10AM to 7PM
Sunday: Closed

Hours will be extended, to include Sunday, on the three days leading up to Term end dates. Those hours are as follows:
Sunday: 10AM to 7PM
Monday: 8AM to 11PM
Tuesday: 8AM to 11PM

Contact Information
Academic Advising and Student Support Center
students@columbiasouthern.edu
Phone: 877.323.4471
Fax: 251.224.0550

Accounting/Business Affairs
accounting@columbiasouthern.edu
Phone: 877.323.4472
Fax: 251.224.0570

Admissions
admissions@columbiasouthern.edu
Phone: 877.347.6050
Fax: 251.224.0540

Bookstore
http://bookstore.columbiasouthern.edu
bookstore@columbiasouthern.edu
Phone: 877.323.4474

Career Services
careerservices@columbiasouthern.edu
Phone: 877.297.6192
Main Office Hours

Continuing Education
ContinuingEd@columbiasouthern.edu
Phone: 800.313.1992
Main Office Hours

CSU Online Library
library@columbiasouthern.edu
Phone: 877.268.8046
Main Office Hours

Live Chat Service:
http://libguides.columbiasouthern.edu
24 Hours Per Day / 7 Days Per Week

Learning Partnerships
learningpartners@
columbiasouthern.edu
Phone: 800.344.5021
Main Office Hours

Military Support Group
militarysupportgroup@
columbiasouthern.edu
Phone: 888.643.8541

Office of Disability Services
disabilityservices@
columbiasouthern.edu
Phone: 888.785.3005
Main Office Hours

Office of Financial Aid
financialaid@columbiasouthern.edu
Phone: 877.316.8396
Fax: 251.224.0590

Office of the Registrar
registrar@columbiasouthern.edu
Phone: 877.316.0219
Fax: 251.224.0575

Student Affairs
VPSA@columbiasouthern.edu
Phone: 888.758.8614
Main Office Hours

Student and Alumni Engagement
CSU-SAE@columbiasouthern.edu
Main Office Hours

Success Center
teamsucceed@columbiasouthern.edu
Phone: 877.875.0533
Main Office Hours

Technical Support
techsupport@columbiasouthern.edu
Phone: 877.399.1063

CSU Website
http://www.columbiasouthern.edu

Blackboard Website
http://online.columbiasouthern.edu

Student Portal
http://mycsu.columbiasouthern.edu

2016 Observed Holidays
University offices are closed annually in observance of the following holidays:
New Year's Day—January 1
Martin Luther King Jr. Day—January 18
Fat Tuesday (Mardi Gras)—February 9
Good Friday— March 25
Memorial Day—May 30
Independence Day—July 4
Labor Day— September 5
Veterans Day— November 11
Thanksgiving—November 23-25
Christmas—December 23-27

Academic Calendar
To view the current academic calendar, please visit http://www.columbiasouthern.edu/Online-Degree/Academic-Calendar

II. Student Resources

Below is a brief summary of resources available to CSU students. Students should consult the CSU Student Handbook, website, and support departments for detailed information on these and other resources.

MYCSU STUDENT PORTAL

The myCSU Student Portal is the gateway to the University. Students have the option to:

- Log in to Blackboard to access and submit coursework
- View course grades
- Submit course enrollments
- Access the CSU Online Library
- View degree-specific information such as a Comprehensive Degree Report
- Verify course start and end dates

ACADEMIC ADVISING AND STUDENT SUPPORT CENTER

The Academic Advising & Student Support Center at Columbia Southern University engages, inspires, encourages, and supports students through personal, purposeful advising strategies and exceptional, responsive student-centered services, always focused on student success.

The role of the Academic Advisor is to serve as the central point of contact from the beginning to the end of a student's degree program. Academic Advisors will encourage students to identify personal strengths and weaknesses so that they can reach their full potential as a successful college student by listening and empowering the student to make the right choices about their education and future.

The role of the Student Support Specialist is to serve as point of contact for general student inquiries. Specialists are able to provide assistance with a wide range of questions related to CSU policies, courses, graduation, and much more. Student Support Specialists are available to assist students via telephone, email, and chat.

Working with the Academic Advising & Student Support Center will help keep students on track to timely degree completion.

BOOKSTORE OPERATIONS

The Bookstore Operations include shipping textbooks to students, processing incoming and outgoing mail for the university, as well as managing the online bookstore and physical store located in the CSU administrative building in Orange Beach, AL.

BUSINESS AFFAIRS

The Business Affairs Department is responsible for handling CSU student accounts and enrollment request processing.

CAREER SERVICES

Career Services assists students and alumni in job search strategies, interview preparation, professional correspondence review, networking techniques, personal online branding guidance, and direct access to employers across the globe via CareerQuest.

CONTINUING EDUCATION

The Continuing Education Department offers trainings, workshops, conferences, and professional development opportunities beyond your degree program. Courses are offered online and face-to-face across the nation. For more information and a current list of available courses, please visit www.ColumbiaSouthern.edu/CE.

MILITARY SUPPORT GROUP

With over half of CSU students being military, it is important to us that service members receive the proper support and respect as they move forward in completing their degree with CSU.

OFFICE OF DISABILITY SERVICES

It is the policy of CSU to provide reasonable accommodation(s) for persons defined as disabled under Section 504 of the Rehabilitation Act of 1973, the Americans

with Disabilities Act of 1990, and all other local and state requirements dealing with students who have recognized disabilities. For detailed information on Accommodations for Disabilities, visit the website at http://www.columbiasouthern.edu/downloads/pdf/success/ods-handbook.aspx.

OFFICE OF FINANCIAL AID

The Office of Financial Aid is responsible for awarding Federal Financial Aid to qualifying students.

OFFICE OF THE REGISTRAR

The Office of the Registrar is comprised of three divisions: registrar support, evaluators, and degree auditors. They handle processes such as application requests, evaluation of traditional and non-traditional transfer credit, assessing academic requirements and conferring degrees.

OFFICE OF STUDENT RESOLUTION AND CONDUCT

The Office of Student Resolution and Conduct is available to students who may need assistance in resolving issues related to their educational experience at CSU in a timely and effective manner. It is their goal to listen and discuss questions, concerns, and complaints that may impact a student's experience and work collaboratively across university departments to provide resolution.

The Office of Student Resolution and Conduct strives to provide guidance in solving issues informally through directed facilitation. For students who remain dissatisfied, mediation can be provided as well as advisement regarding formal and administrative options of complaint resolution.

For more information on what services are available through the Office of Student Resolution and Conduct, please contact studentresolution@columbiasouthern.edu.

STUDENT AND ALUMNI ENGAGEMENT

This office engages alumni and students in mutually beneficial relationships within a shared community that results in lifelong connections to each other and their Alma Mater, and the achievement of career related goals.

WRITING / MATH CENTER

The Writing / Math Center provides writing and math support, promotes academic success, and provides educational resources for students. The services offered include citation assistance, learning styles and study skills development, readiness self-assessment, and individualized writing and math sessions utilizing interactive technology.

III. Admissions

ADMISSION REQUIREMENTS POLICY

Undergraduate Programs

Applicants for admission must possess a high school diploma or its equivalent at the time of admission. To be considered for unconditional admission to an undergraduate program, applicants must submit the following:

- A complete application, which includes a valid phone number, email, and physical address.
- Meet all Admission Documentation Requirements.

Conditional admission allows applicants who have self-certified graduation from an approved high school program, or the equivalent, on the CSU application for admission to enroll in a program for 12 semester hours pending the receipt of required admission documents.

Homeschooled students must demonstrate successful completion of homeschooling at the secondary level as defined by state law in which the high school credential is earned. A detailed guide for meeting the CSU admission requirements is available in the CSU Homeschooled Admission Guidelines.

International students must self-certify as to successful completion of the equivalent of Grade 12 in a U.S. secondary school and provide evidence of successful completion of a program considered to be equivalent to an accredited high school diploma or GED certificate. A detailed guide for meeting the CSU admission requirements is available in the CSU International Admission Guidelines.

Master's Programs

Applicants are required to submit an official transcript issued by a post-secondary institution accredited by an accrediting agency recognized by the U.S. Department of Education indicating a conferred bachelor's degree. International students must provide an appropriately authenticated official transcript issued by a governmental authority that attests to the successful completion of a program considered to be equivalent to an accredited bachelor's degree. A detailed guide for meeting the CSU admission requirements is available in the CSU International Admission Guidelines.

OTHER GENERAL REQUIREMENTS

LifePace Learning Conditional Admission

These programs are designed for adult students with commitments, obligations and schedules that require additional flexibility beyond that offered in standard cohort online programs with weekly deadlines. Because of the additional flexibility, these programs are not eligible for FSA and students must be disciplined and committed to a rigorous study schedule to ensure successful course completion with the ten weeks allotted. All students enrolling in these programs for the first time at CSU are admitted conditionally and in a provisional academic status for twelve (12) semester hours to demonstrate successful academic progress. Upon continuation in the program beyond 12 semester hours, the student may be admitted unconditionally into the declared academic degree program if all other requirements are met.

Denial/Conditional Admission Decision and Appeal

CSU reserves the right to deny admission to applicants who do not meet admission requirements. Applicants may be admitted conditionally and in a probationary status in order to demonstrate their ability to successfully complete college level course work. Factors considered in admission decisions may include, but are not limited to, past academic performance or excessive course withdrawals. Applicants who wish to appeal the admission decision have the right to do so by providing supporting documentation which demonstrates extenuating circumstances during the period of substandard performance to registrar@columbiasouthern.edu.

Admission Decision Appeal Form

Non-Discrimination Policy

CSU does not discriminate on the basis of race, color, national/ethnic origin or age in admitting students to its programs or in administering its educational policies, scholarship programs or other University-administered programs. Applicants under the age of 18 are required to provide parental consent when entering into signed agreements with the University.

ADMISSION STATUS

Students may enroll at CSU under one of the following:

- **Temporary:** Application submitted but has not been approved and evaluated for transfer credit. Not eligible for students utilizing Financial Aid or Veterans Benefits.
- **Conditional:** Six semester-hours have not yet been successfully completed. All official documents have not yet been received. Student is required to meet qualitative/quantitative measures during first 12 semester hours approved by Academic Advisor.

Note that any one or more of the above will place the student at "Conditional" Admissions Status until all requirements are met.

- **Unconditional:** Application approved, transfer credit evaluated, and all required official transcripts on file and academic requirements of Conditional status have been fulfilled.

Temporary Status Enrollment

Students who wish to begin enrolling in courses immediately after submitting their application may do so under "Temporary" Admissions Status unless they are planning to utilize Federal Student Aid or Veterans Benefits. While "Temporary," students may complete up to 12 undergraduate semester hours or 7 graduate semester hours. All transcripts are subject to review, courses previously completed must meet quantitative and qualitative factors. If the evaluation has been completed using copies of transcripts, "Conditional" status will be granted. Once all official transcripts are received, quantitative and qualitative factors have been met and six semester hours approved by the academic advisor have been successfully completed, the status will be changed to "Unconditional."

When enrolling in courses while on "Temporary" status, the student is responsible to select courses that he/she will not transfer to CSU and that will fulfill the requirements of his/her selected program of study. Information on CSU program course requirements can be found on the CSU Website. For assistance on course selection, students may contact the CSU Admissions Department at 800-977-8449 or admissions@columbiasouthern.edu.

Before enrolling under "Temporary" status, the student should make certain he/she meets the CSU Admissions Requirements of a High School transcript or GED for Undergraduate Programs and an accredited Bachelor Degree for Graduate Programs. CSU only accepts transfer credit from institutions accredited by agencies that are recognized by the United States Secretary of Education and/or the Council for Higher Education Accreditation (CHEA) or, for non-U.S. institutions, an accepted foreign equivalent that is listed in the International Handbook of Universities.

A CSU transcript cannot be issued while a student is on "Temporary" status. A CSU transcript may be issued for students on "Conditional" status but will not list transfer credit. A CSU transcript may be issued for students on "Unconditional" status listing all institutional credit.[1]

ADMISSION PROCESS

Students who wish to use Federal Financial Aid should follow the admissions process as listed on the Office of Financial Aid section of the CSU website.

Step 1: Complete the application for admission by visiting http://www.columbiasouthern.edu/Apply-Now.

Please submit your academic transcripts along with your application. Military transcripts and professional licenses and certificates should also be included if applicable. You may fax corresponding documentation to (251) 224-0575. Please indicate on your application if you are eligible for tuition assistance through Military TA, DANTES or VA. You can also take advantage of our Transcript Request Service located on the CSU website at http://www.columbiasouthern.edu/Admissions/Transfer-Credit/Transfer-Credit-to-CSU.

Step 2: CSU will conduct a comprehensive evaluation of your application and provide you with a detailed evaluation report.

This report will outline courses you need to complete, transfer credit accepted, and complete instructions on enrolling in your selected program of study. You can request priority evaluation service for a $25 fee to guarantee that your completed application packet be evaluated within 48 hours. Otherwise, applications may take between seven to ten days to evaluate based on the volume of applications received by CSU at that time. Please note that documents submitted for evaluation following the initial evaluation and prior to enrolling will be subject to an additional evaluation fee of $25.

Step 3: Contact the admissions department or visit our website to enroll.

Our open enrollment allows you to begin your program at any time. The CSU Admissions Department will walk you through the process of enrolling and registering for your first course. Even if we are still missing copies of the transcripts we need to complete your evaluation, you can enroll immediately under Temporary Admissions Status. As a temporary student, you may complete up to 12 undergraduate semester hours or 7 graduate semester hours. Once all official transcripts are received and evaluated, an Application Evaluation Report will be issued and your status will be changed. For more information, please refer to the Admissions Status Information page by visiting http://www.columbiasouthern.edu/Admissions/Admissions-Process/Admissions-Status.

Step 4: Schedule an initial advising session with your academic advisor.

The CSU Admissions Department will contact you to finalize your enrollment and schedule your first advising session with your academic advisor, who will serve as your main point of contact throughout your degree program. If you are unable to speak with the Admissions Department, your advisor will reach out to you directly, or you can call 877-323-4471 to set an appointment. This initial advising session is an opportunity for your academic advisor to learn about you and your individual situation and goals, and develop your educational pathway that will enable you to attain these goals. During this session, you and your advisor will work together to develop a course of action for degree completion. Your advisor will also provide you with important tips for success throughout your journey at CSU. This is an important step, so be looking for the call – your advisor is ready to help!

UNDERSTANDING DEGREE REQUIREMENTS

Degree Program Requirements
Upon evaluation, the prospective student will see the Comprehensive Degree Report (CDR) in the myCSU Prospect Portal. This document lists the requirements as outlined in the CSU Catalog for the current enrollment year. The Comprehensive Degree Report is reflective of degree requirements at the time of evaluation and transfer credit, and remaining degree requirements.. Upon becoming a student, the CDR will also show completed CSU courses, and courses in progress. It is a live document and is available at all times in the myCSU portal.

Curriculum listed in the current catalog and on the university website reflect current program requirements. Students already evaluated and/or enrolled in a degree program should refer to their Comprehensive Degree Report to determine their specific degree requirements as established at the time of evaluation. The catalog and website may continue to be referenced for the purposes of finding available courses, course descriptions, and other pertinent academic and specific policy information. (The Student Handbook should also be referenced for additional policy information.)

Change in Degree Program Requirements
In the event that degree program requirements change, students will be given the opportunity to either complete their degree as outlined in their Comprehensive Degree Report or request a reevaluation for the newly revised program requirements. If a student has not attended CSU for a period of one year, the student will be required to satisfy the current degree program requirements as outlined in the effective catalog.

When a student elects to change their degree program, the student will be required to satisfy the current degree program requirements as outlined in the effective catalog.

Students are encouraged to contact their academic advisors with questions regarding degree requirements or their Comprehensive Degree Report.

ONLINE LEARNING OPTIONS
An application for admission is required for all students; in addition, all applicable admission requirements apply.

LifePace Learning
Providing the most flexibility,LifePace Learning (formerly known as Per-Course) allows you to start your degree program and courses at any time. This option provides an individualized learning approach allowing you to establish a suitable pace for course completion. Courses can be completed in as early as 4 weeks or as long as 18 weeks. There are no weekly deadlines between the

start and end of the course, allowing LifePace Learning to fit around your schedule. (Note: Specific details and restrictions for course completion are available on the CSU website at http://www.columbiasouthern.edu/Admissions/Admissions-Process/Enrollment-Options/Life-Pace).

Qualifications: LifePace Learning is available for all degree programs. You are eligible to enroll in the LifePace Learning option if you are not using Federal Student Aid, the Montgomery GI Bill (MGIB), or Post-911 GI Bill benefits as funding options.

Term
Term is an asynchronous online learning option that allows you to study, participate in discussions, and complete assignments and other course components in a dynamic environment. Terms start almost every month allowing you to quickly begin or continue your degree program. Courses provide a structured framework that facilitates on-time course completion with scheduled weekly assignment due dates.

Qualifications: The Term option is available for all programs. All students are eligible to enroll in the Term option. However, if you are utilizing Federal Student Aid*, you are required to enroll in this online learning option.

To learn more about the Term Option visit http://www.columbiasouthern.edu/Admissions/Admissions-Process/Enrollment-Options/Term

Veterans Advantage
Providing alternative online learning options for those utilizing military benefits, the Veterans Advantage (formerly known as Flexible Enrollment for Veterans) option combines flexibility with scheduled term start and end dates that coincide with the Academic Calendar. These courses have limited submission deadlines allowing you the flexibility to fit courses around your changing schedule.

Qualifications: Veterans Advantage is available for all courses. You are only eligible to enroll in this option through utilization of Montgomery GI Bill (MGIB) or Post-911/GI Bill benefits.

To learn more about the Veterans Advantage Option, visit http://www.columbiasouthern.edu/Admissions/Admissions-Process/Enrollment-Options/Flexible-Enrollment-Veterans

Non-Federal Student Aid Programs
Non-Federal Student Aid programs include all Certificate programs and the Associate of Arts in General Studies. Due to accreditation and/or U.S. Department of Education program eligibility regulations, certificate programs and the Associate of Arts in General Studies are not eligible for Federal Student Aid (Title IV). Students enrolled in these

programs may choose to take the programs by enrolling in the LifePace Learning, Term, or Veterans Advantage options.

TRANSCRIPT REQUEST SERVICE

CSU will obtain domestic transcripts from previously attended institutions and high schools, and secure GED scores on your behalf. Please Note: Some institutions may require the student to obtain transcripts directly. If this is the case, we will notify you via the email.

CSU cannot order copies or officials of: CLEP scores, international transcripts, professional training and CEU's, and some military transcripts. In addition, CSU is unable to order transcripts from institutions at which there is a hold.

Download the Request for Official Transcript Form to start processing your transcript request(s) today by visiting http://www.columbiasouthern.edu/downloads/pdf/form/request-transcript-sent-to-csu.aspx

Request for Official Transcript Form

TRANSFER CREDIT

CSU allows transfer of credit hours for prior academic credits, training, and relevant professional licenses and certifications. Up to 75 percent of undergraduate courses and 50 percent of graduate courses can be transferred into your degree program.

Students are allowed to transfer in 15 percent of coursework into the DBA program.

Academic Credit

CSU accepts transfer academic credit from institutions accredited by agencies recognized by the U.S. Secretary of Education and/or the Council for Higher Education Accreditation (CHEA). For prior undergraduate academic credit to be eligible for transfer grades earned must be a "C" or higher. However, a maximum of three courses in which a "D" was earned may be considered during the admission process. "D's" are not accepted as transfer credit for English Composition I, II or their equivalent. For prior academic credit to be eligible for transfer at the master's degree level, grades earned must be a "B" or higher. However, a maximum of one course in which a "C" was earned may be considered for acceptance.

Professional Licenses, Certificates, and Training Programs

CSU uses guidelines established by the American Council on Education (ACE) to determine if certain training programs, certificates, professional licenses, and/or military training warrant awarding academic credit. The following ACE publications are used.

The National Guide to Education Credit for Training Programs

For 30 years, this guide has been a trusted source of information on thousands of educational courses offered by business, labor unions, schools, training suppliers, professional and voluntary associations, and government agencies. These course recommendations provide academic credit to students for learning acquired at leading organizations. Each entry in the comprehensive National Guide provides: course title; location of all sites where the course is offered; length in hours, days, or weeks; period during which the credit recommendation applies; purpose for which the credit was designed; learning outcomes; teaching methods, materials, and major subject areas covered; and college credit recommendations offered in four categories (by level of degrees) and expressed in semester hours and subject area(s) in which credit is applicable.

Guide to the Evaluation of Educational Experiences in the Armed Forces

This three-volume set of guidebooks is the standard reference tool used by most U.S. colleges and universities to award academic credit for military learning. The guidebooks contain more than 8,000 courses offered by the U.S. armed services and defense department between January 1990 and the present.

The Guide to the Evaluation of Educational Experiences in the Armed Forces is updated every two years. Every six months, ACE publishes a Handbook to the Guide.

The National Guide to Education Credit for Training Programs, the Guide to the Evaluation of Educational Experiences in the Armed Forces, and the Handbook are available at most public libraries. The Guide (Armed Forces) and the Handbook are usually available at military education services offices.

Credit by Examination

CSU accepts credit by examination from the following:

- The College Level Examination Program (CLEP)
- Defense Activity for Non-Traditional Education (DANTES)
- Excelsior College Examination

Almost all institutions of higher learning, including CSU, restrict the acceptance of credits from other colleges and universities. This is also true of many agencies, companies and organizations. It is, therefore, recommended that you seek prior approval of your CSU credits if you want to transfer them at a later date, or if you anticipate using your CSU credits for credentialing, reimbursement or similar reasons.

TECHNICAL REQUIREMENTS

Curriculum at CSU is delivered completely online using the Blackboard learning management system. CSU students must have access to the Internet and an appropriate individual (non-shared) e-mail account in order to complete a program of study at CSU. If personal Internet service is unavailable, you are encouraged to contact local libraries, schools or a public business to locate access to the Internet. The course syllabus, study guide, and examinations are all provided within the online course.

Computer Requirements

- **Operating System:** Windows XP or later; Mac OSX10.6 or later (for a list of OS/browser compatibility, visit help.blackboard.com)
- **Internet Connection:** Minimum Download Speeds of 128Kbs, Minimum Upload Speed of 128Kbps
- **Software:** Students must have software capable of creating, editing, and saving Microsoft Office document files (.doc, .docx), Microsoft Excel spreadsheet files (.xls, .xlsx), and Microsoft PowerPoint presentation files (.ppt, .pptx).

  Students may access a 60-day trial version and/or purchase the required Microsoft software at http://technet.microsoft.com/en-us/evalcenter/jj192782.aspx. NOTE: The Microsoft trial version can only be downloaded one time.
- **Plug-ins:** Java, Acrobat Reader, Quick Time, Flash Player
- **Internet Browser:** A list of certified and compatible browsers can be found at the following site: help.blackboard.com

IV. Tuition & Fees

TUITION RATES

CSU tuition rates are priced competitively to allow your dream of achieving a quality education to be within reach. Tuition and other student fees are payable in U.S. funds by check, credit card, money order, or other approved financing programs. A complete listing of Payment Options can be found on the CSU website.

Education Level	Cost Per Credit Hour
Undergraduate	$210.00
Graduate†	$275.00

Rates are per credit hour. Most courses are 3 credit hours. Tuition and fees are payable in U.S. funds. Tuition Rates are subject to change.

For the most current tuition information, please visit www.ColumbiaSouthern.edu/Financial.

†The tuition rate for graduate courses per credit hour is $250 for all active-duty military members using military tuition assistance (not applicable for CSU learning partners). The lower rate is offered to keep the tuition rate at the DoD cap of $250.

CSU Learning Partners receive a tuition discount that is applied to the full tuition rate. Tuition rates are subject to change.

STUDENT FEES

Fees are charged when services are rendered.

Fee	Amount
Application - Domestic	$0
Application - International	$0
CSU Online Library (One-Time Fee)	$35
Waived for military	
Petition to Graduate	$100
DBA Dissertation *	$1,200
DBA Research Project **	$900

Additional Fees

Priority Evaluation	$25
Subsequent Evaluations	$35
Change of Program	$35
Change of Concentration	$25
In-Program Re-Evaluation	$25
Bachelor to Associate Degree Request	$100
Degree to Certificate Request	$50
Industrial Hygiene Management Certificate (IHMC)	$25
Replacement Diploma/Certificate	$25
CSU Official Transcript	$15
Commencement Ceremony (includes 4 guests)	$135
Additional Guests	$25/person
Graduation Reception (graduate plus 1 guest)	$0
Additional Guests	$10/person
Term Late Enrollment	$50
Return Check	$25

Proctoring Fees

Remote Proctor Now***	$19

Additional fees may apply for students utilizing the standard proctoring option.

Incomplete Course Fees

LifePace Learning

15 days	$25
30 days	$50
60 days	$100

Term and Veterans Advantage

45 days	$50

Fees and shipping & handling charges are non-refundable and subject to change.

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* Dissertation Fee $1200 to be paid in equal increments of $300 upon enrolling in DBA 9306A, DBA 9306B, DBA 9306C and DBA 9306D *(or Project Fee $900 paid in equal increments of $300 upon enrolling in DBA 9406A, 9406B and 9406C)*
** $900 to be paid in equal increments of $300 upon enrolling in DBA 9406A, DBA 9406B, and DBA 4306D
*** Fee to utilize this service will be made to Software Secure.

AUTOMATIC CREDIT CARD PAYMENT PLAN

Automatic Credit Card Payment Plan information applies to all online learning options: LifePace Learning, Term, and Veterans Advantage.

CSU offers an automatic credit card payment plan for students paying out-of-pocket. This plan allows students to spread tuition payments out over time by having them automatically charged to a credit card on a pre-set schedule. The student's credit card will be charged for half of the tuition due for the term upon registration and half at the start of the fifth week of the term.

To be eligible for this plan, the student must:

- Have declared an undergraduate or graduate degree as their academic goal
- Use a credit card as payment
- Have an acceptable credit history with CSU (New students automatically qualify if the first tuition payment is approved).

MILITARY EDUCATIONAL BENEFITS

CSU is approved to offer Veterans Affairs (VA) Benefits through DANTES. In most cases, these benefits will cover the entire cost of your program. Students approved for these educational benefits are to pursue tuition payment through required official documents. Students using VA benefits must enroll in the Term or Veterans Advantage Options.

The following links are for informational purposes as students pursue these benefits:

- Military Tuition Assistance†
- Veterans Affairs Benefits
- DANTES Tuition Assistance
- VA Flex Payment Plan
- VA students may place a $99 down payment for the first or second enrollment. Tuition must be paid in full prior to the third enrollment. This VA Flex Payment Plan is not available for Federal Student Aid, Tuition Assistance, Chapter 31, Chapter 33, or if receiving any other form of financial assistance.

PAY AS YOU LEARN

Whether students would like to pay weekly, bi-weekly, monthly or a full payment, CSU offers this special payment plan that gives students the power of choice. Using scheduled, automatic credit card payments, tuition is spread out over weekly, bi-weekly or monthly payments to help students fit education into their budget.

CORPORATE BILLING

Tuition is billed to the corporation responsible for funding an employee's tuition. Approved company or government vouchers or purchase orders must accompany Enrollment Agreements.

TYPES OF FEDERAL STUDENT AID AVAILABLE

(To be eligible for Federal Student Aid, students must be unconditionally admitted to the university.)

Federal Student Aid (FSA) offers federal grant and loan programs administered by the U.S. Department of Education. CSU participates in the following grant and loan programs:

Federal Grant Program
- Pell Grants

Federal Direct Loan Program
- Direct Subsidized Loans
- Direct Unsubsidized Loans
- Direct PLUS Loans

For detailed information regarding Federal Student Aid including eligibility, procedures for applying, awarding FSA and loan counseling, students should access the Office of Financial Aid website at http://www.columbiasouthern.edu/Financial/Office-of- Financial-Aid.

TUITION REFUND POLICY

LifePace Learning, Term and Veterans Advantage
Refunds are subject to state policies. For information about refund policies in specific states, please see the State Authorization page of the CSU Website.

Students who wish to drop/withdraw (See Official Course Drop/Withdrawal Policy) from a course or withdraw from their program are encouraged to complete the Official Course Drop/Withdrawal Form located in the myCSU Student Portal; however, students may withdraw in any manner by contacting the Office of the Registrar. Any refunds due will be issued within 30 calendar days. All students who drop/withdraw from a course after the drop date (7 calendar days) will be charged a one-time 20 percent Registration Fee (maximum of $200 per degree program). The remaining tuition will be refunded based on the course start date and the tuition percentage amounts listed below. Note: Refunds may be reduced by the cost of the textbook (See Textbook Policy).

In the states of Arkansas, Indiana, Iowa, Maryland, and Mississippi, CSU follows the refund guidelines set forth by their State Boards of Education or equivalents. The state refund policies apply when students who are residents of these states withdraw, drop, or are administratively dropped from a course or the institution.

Table 1 displays the percentage of tuition returned to the student minus the application and/or registration fee AFTER the listed timeframes.

Table 1 – Percent Return
*Percent return is effective after the timeframe.

Timeframe*	Percentage returned to student
1st week	80%
2nd week	60%
3rd week	40%
4th week	20%
5th week	0%

Sample Refund Calculation: The following tables pertain to the sample refund calculation. Table 2 denotes the institutional charges. Table 3 is a sample refund calculation.

Table 2 – Institutional Charges

CSU Institutional Charge	Amount
Tuition (3-credit undergraduate course)	$630
One-time Registration Fee – 20%	$126

Table 3 – Sample Refund Calculation
*Student requests to drop course AFTER the first week, i.e. in Week 2, (and after the 7-day cancellation period from the time of enrollment):

CSU Institutional Charge	Eligible Refund
Tuition (3-credit undergraduate course)	$630
One-time Registration Fee	($126)
Net Remaining Tuition	$504
Refund Percentage	80%
Eligible Refund	$504 x 80% = $403.20

Note: Refunds may be reduced by the cost of the textbook (See Textbook Policy). This also applies to the specific state refund policies outlined below.

Arkansas State Refund Policy
Tuition Due Student:
Proportion of Total Course, Program, or Term Completed as of

Date of Withdrawal or Termination	Tuition Refund
Less than 25%	Prorated
25% up to but not including 50%	50% Refund
50% up to but not including 75%	25% Refund
75% or more	No Refund

Indiana State Refund Policy
Tuition Due Student:
Proportion of Total Course, Program, or Term Completed as of

Date of Withdrawal or Termination	Tuition Refund
Less than 10%	90% Refund
10% up to but not including 25%	75% Refund
25% up to but not including 50%	50% Refund
50% up to but not including 75%	25% Refund
75% or more	No Refund

Iowa State Refund Policy
The Iowa State Refund Policy is calculated as follows:

- Remaining # of calendar days (up to 60% of the total calendar days)
- Divided by
- The total number of calendar days (up to 60% of the total calendar days)
- Multiplied by 90% of the charged tuition

If at any time, a student terminates a postsecondary educational program due to the student's physical incapacity, the terminating student shall receive a refund of tuition charges in an amount that equals the amount of tuition charged to the student multiplied by the ratio of the remaining number of calendar days in the school period to the total number of calendar days in the school period.

Maryland State Refund Policy
Tuition Due Student:
Proportion of Total Course, Program, or Term Completed as of

Date of Withdrawal or Termination	Tuition Refund
Less than 10%	90% Refund
10% up to but not including 20%	80% Refund
20% up to but not including 30%	60% Refund
30% up to but not including 40%	40% Refund
40% up to and including 60%	20% Refund
More than 60%	No Refund

Mississippi State Refund Policy
The Mississippi State Refund Policy applies to students who are residents of Mississippi and are enrolled in certificate programs.

Tuition Due Student:
Proportion of Total Course, Program, or Term Completed as of

Date of Withdrawal or Termination	Tuition Refund
Up to 10%	90% Refund
More than 10% up to and including 25%	50% Refund
More than 25% up to and including 50%	25% Refund
More than 50%	No Refund

Enrollment Status Requirements

Term Programs

Students must be enrolled at least half-time in order to be eligible to receive federal student aid (FSA). If a student's enrollment status changes during the first week of classes, or a student does not begin attendance in all courses, the amount of federal student aid awarded will be recalculated. Please refer to the chart below for enrollment status classifications.

	Undergraduate (Associate and Bachelor Degree Programs)	Graduate (MS and MBA Programs)
Full-Time	6 credits +	3 credits +
Half-Time	3 credits	N/A

TEXTBOOK POLICY

Textbooks are provided for all programs at no cost through the Columbia Southern University Book Grant or Loan-a-Book program. The University will determine whether the Book Grant or Loan-a-Book will be utilized. Books may be in new or used condition and may be in print or electronic format.

Book Grant

The Book Grant provides textbooks at no cost. Textbooks are not required to be returned with the Book Grant; however, students must meet course completion requirements. Successful course completion is defined as earning a passing grade or not dropping/withdrawing from the course in which the textbook was granted. When a student drops, withdraws, is institutionally withdrawn, or fails a course, a charge for the textbook and shipping will be posted to the student's account. The student may return the text postmarked within 30 days to have the charge reversed. The charge will be based on the retail textbook price listed at the CSU website or 70% of the listed retail price if the student was issued a used textbook. Additionally, $12 shipping for each course will be charged. Alternatively, the student may re-enroll in the same course for the next consecutive term or enrollment period and indicate on the Course Re-take Form that the previously provided textbook will be used. As long as the next course enrollment is submitted within 30 days of the course failure or drop/withdrawal, the textbook and shipping charges will be reversed. Students enrolled in the Term option or Veterans Advantage option should return the text if the course is not available in the next consecutive term.

Students not successfully completing a course should access the Textbook Return Form in the myCSU Student Portal and enclose with the returned textbook. Students who return textbooks without the proper paper work to identify themselves will not receive credit for the return. Students who do not return textbooks and do not pay the textbook charge, may not be allowed to enroll in future courses.

Loan-a-Book

Loan-a-Book program provides textbooks for select courses, at no cost. Textbooks are required to be returned to Columbia Southern University through the provided return label, upon course completion. Students will be provided detailed textbook return instructions via e-mail. Alternatively, the student may re-enroll in the same course for the next consecutive term or enrollment period and indicate on the Course Re-take Form that the previously provided textbook will be used. Textbooks not returned will be charged to the student's account. The charge will be based on the retail textbook price listed at the CSU website or 70% of the listed retail price if the student was issued a used textbook. Additionally, $12 shipping for each course will be charged.

The Loan-a-Book program may be utilized during natural disasters or other situations where the student's textbook is destroyed or no longer accessible. Textbooks provided during these circumstances are required to be returned following the same procedures as standard Loan-a-Book. Textbooks not returned will be charged to the student's account

not returned will be charged to the student's account. The charge will be based on the retail textbook price listed at the CSU website or 70% if student was issued a used textbook. Additionally, $12 shipping for each course will be charged.

The Loan-a-Book program may be utilized during natural disasters or other situations where the student's textbook is destroyed or no longer accessible. Textbooks provided during these circumstances are required to be returned following the same procedures as standard Loan-a-Book. Textbooks not returned will be charged to the student's account.

V. Financial Assistance

TYPES OF FEDERAL STUDENT AID AVAILABLE

To be eligible for Federal Student Aid, students must be unconditionally admitted to the university.

Federal Student Aid (FSA) offers federal grant and loan programs administered by the U.S. Department of Education. CSU participates in the following grant and loan programs:

Federal Grant Programs
- Pell Grant

Federal Direct Loan Program
- Direct Subsidized Loans
- Direct Unsubsidized Loan
- Direct PLUS Loans

For detailed information regarding Federal Student Aid including eligibility, procedures for applying, awarding FSA and loan counseling, students should access the Office of Financial Aid website at http://www.columbiasouthern.edu/Financial/Office-of-Financial-Aid.

LEAVE OF ABSENCE POLICY

Students enrolled in the term option that are unable to enroll in one or more terms may apply for a temporary Leave of Absence (LOA) from the university. This policy is designed to allow a student the flexibility to take a temporary break from their academic program and upon return a student will not be required to apply for readmission to the university. A student will not be granted a LOA in the middle of a term, therefore for purposes of Title IV a student granted a temporary LOA will be considered withdrawn from the university during this time. A student is expected to complete all courses if currently enrolled in a term and apply for a LOA to begin at the start of the next term in the academic program. If a student is having difficulty or unable to complete all courses in the term they may apply for an incomplete, an incomplete for special circumstance or withdraw, in which case a Return of Title IV calculation may be required.

A student may apply for a LOA by submitting the Leave of Absence Request Form located in myCSU Student Portal. All requests must be submitted a minimum of 3 weeks prior to the start of the term a student will be unable to attend. A temporary LOA from the university will only be granted to a student planning to return to their academic program at the end of the LOA. In addition, for undergraduate and graduate students the LOA request may not exceed more than two consecutive terms within a 12 month period. A student may request more than one LOA during their academic program not to exceed two terms within a 12 month period. Doctoral students who are enrolled in the term option may request to take a LOA for one term only within a 12 month period not to exceed three terms during their academic program. Doctoral students who are enrolled in LifePace Learning option may request to take a LOA for one enrollment period within a 12 month period not to exceed three enrollment periods during their academic program. A student may return from a LOA early and resume enrollment in the next available term or enrollment period.

Important facts concerning a Leave of Absence:

- For purposes of Title IV a student will be considered withdrawn from the University while on a LOA; therefore federal student loans are not eligible for an in-school deferment;
- A student will not be eligible to receive federal student aid while on a LOA;
- A student who fails to return from a LOA will be required to reapply for admissions to the University after a period of 12 months of inactivity in their academic program.

Military/Special Services Leave of Absence Provision

Undergraduate, Graduate and Doctoral students requiring a military or special services deployment may request a provisional LOA for the designated deployment period up to 12 consecutive months. A student may apply for a provisional LOA by submitting the Leave of Absence Request Form located in myCSU Student Portal. In addition, a student must provide supporting documentation regarding the nature and period of deployment from their commanding officer or supervisor. If the military or

special services deployment occurs during a course, the student may be required to withdraw from the course or request an incomplete for special circumstances.

Students should contact their Academic Advisor and the Office of Financial Aid to discuss potential academic and financial implications prior to taking a LOA from their academic program.

TUITION ASSISTANCE/DANTES

Tuition assistance is available to active duty, active Guard/ Reserve, and military and civilian personnel of the Army National Guard through the Defense Activity for Non-Traditional Education Support (DANTES). Tuition assistance will cover the majority of tuition costs for most active duty service members. Each branch of service has established an annual cap for tuition assistance.

Check with your installation Education Center for more information concerning how to apply for tuition assistance. Reserve component members are also eligible for tuition assistance under this policy. However, each service component has established specific guidelines, limits, and policies for their members that may be different than the typical active duty policy. Before registering for any courses, reserve members should check with their local Education Services Officer for specific information about the limits of their tuition assistance coverage.

If you are in the military and would like to learn more about DANTES, call (850) 452-1111 or visit http://www.dantes.doded.mil.

VA BENEFITS

Students using VA Benefits should enroll through the Veterans Advantage Option. Tuition is due at the time of registration and benefits will be paid directly to the student by VA. In order for CSU to process a registration for students utilizing VA/GI Bill benefits, all required forms must be submitted to VA and CSU. This will help ensure that benefits are paid in a timely manner. For information on the forms required to be submitted to VA, visit the Veterans Online Application Website (VONAPP) at http://vabenefits.vba.va.gov/vonapp/main.asp.

Most Commonly Required Forms

FORM	USE
VA Form 22-1990	Application for Education Benefits
VA Form 22-5490	Application for Survivors and Dependents Educational Assistance
VA Form 22-1995	Application for Change of Program or Place of Training
VA Form 22-5495	Application for Change of Program or Place of Training, Survivors and Dependents Educational Assistance

In addition to the above list of forms, students that have been discharged will also need to submit DD Form 214. If you have additional questions regarding VA/GI Bill benefits, please contact the CSU Admissions Department.

GOARMYED

GoArmyEd is the Army's virtual gateway to request tuition assistance online for classroom, distance learning and eArmyU online college courses. CSU students can continue to receive upfront tuition assistance and enroll in CSU courses through the GoArmyEd portal at www.GoArmyEd.com.

CSU is proud to be a partner with the Army Continuing Education System (ACES) in supporting the educational goals of our soldiers. CSU is also an institutional member of the Service Members Opportunity College (SOC).

Students in the U.S. Army must register through the GoArmyEd portal and must select only CSU courses listed with start dates that match the Term Course Schedule. These courses are labeled "8-Week Term". In addition, such students must make certain to enroll only in the courses offered in the Term Track (A or B) selected on their initial enrollment using FSA. Students will not be allowed to switch between Track A and B and must remain on one track throughout their program.

AIR UNIVERSITY ASSOCIATE-TO⊠ BACCALAUREATE COOPERATIVE (AU-ABC)

CSU is proud to participate in the Air University Associate-to- Baccalaureate Cooperative (AU-ABC). This initiative allows Airmen to transfer 64 semester hours of the Community College of the Air Force (CCAF) degree into a bachelor's degree program. The accelerated program requires no more than 60 semester hours to complete a bachelor's degree with CSU and will be offered in a completely online format.

Financial Assistance

To participate in the AU-ABC program, registrants must be active duty Air Force, Air Force Reserve or Air National Guard. However, degree requirements can be completed after a member retires or separates from the service. For more information, including available degree programs, please visit the Air Force Virtual Education Center on the Air Force Portal.

SCHOLARSHIPS

At CSU, we recognize the importance of a quality education and are dedicated to helping you find a way to achieve your higher education goals.

Several scholarships are available such as:

- Robert G. Mayes Memorial Scholarship
- Hero Behind the Hero Scholarship
- Learning Partner Scholarship

Please complete the online application for the scholarship you wish to be considered for. Applying does not guarantee that a scholarship will be awarded. Scholarships have varying deadlines and application requirements. Actual award criteria are established annually based on the availability of scholarship funds. For detailed information concerning CSU Scholarships visit http://www.columbiasouthern.edu/Tuition-Financing/Scholarships.

CSU Partner Scholarships
Detailed information concerning CSU Partner Scholarships can be found at: http://www.columbiasouthern.edu/Community/Partnerships/Scholarships

We also encourage students to submit a Free Application for Financial Aid (FAFSA) to determine additional resources that may be available to help fund their education.

VI. Academic Information

ACADEMIC YEAR

The federal student academic year is defined as at least 30 weeks of instructional time. Within the weeks of the academic year, a full-time student must be expected to complete at least 24 semester hours. The CSU academic year, for Pell purposes, is 32 weeks, during which a full-time student will complete 24 semester hours. CSU uses the following determination to calculate grade level for loan purposes:

First Year...0 to 24 semester hours
Second Year...25 to 48 semester hours
Third Year...49 to 72 semester hours
Fourth Year ....73 or more semester hours

DEGREE PROGRAMS AND CERTIFICATES

College of Arts and Sciences

- Associate of Arts in General Studies*
- Bachelor of Science in Psychology

College of Business

- Associate of Science in Business
- Associate of Science in Health Information Science
  Emphasis in:
  - Track I, General Curriculum Emphasis
  - Track II, Medical Coding Emphasis
- Bachelor of Science in Business Administration
  Concentrations in:
  - General
  - Finance
  - Hospitality and Tourism
  - Human Resource Management
  - Information Technology
  - International Management
  - Management
  - Marketing
  - Project Management
  - Sport Management
- Bachelor of Science in Health Care Administration
  Concentration in:
  - Emergency Medical Services Management

- Bachelor of Science in Human Resource Management
- Bachelor of Science in Organizational Leadership
- Master of Business Administration
  Concentrations in:
  - General
  - Finance
  - Health Care Management
     - Human Resource Management
     - Marketing
     - Project Management
     - Public Administration
- Master of Science in Organizational Leadership
- Master of Public Administration
  Concentrations in:
  - General
  - Emergency Services Management
  - Criminal Justice Administration
- Master of Public Health
  Concentrations in:
  - General
  - Community Health Education

Doctor of Business Administration
  Effective March 13, 2014, the DBA program is no longer offered to new students. The program is on teach-out until May 31, 2018.

Certificate Options*

Undergraduate

- Finance
- Hospitality and Tourism
- Human Resource Management
- International Management
- Management
- Marketing
- Project Management
- Sport Management

Graduate

- Finance
- Health Care Management
- Human Resource Management

* These programs are not eligible for Federal Student Aid.

- Marketing
- Project Management
- Public Administration

College of Safety and Emergency Services

- Associate of Science in Criminal Justice
- Associate of Science in Fire Science
- Associate of Science in Occupational Safety and Health
- Bachelor of Science in Criminal Justice Administration
  Concentration in:
  - Arson Investigation
- Bachelor of Science in Emergency Medical Services Administration
- Bachelor of Science in Environmental Management
- Bachelor of Science in Fire Administration
  Concentration in:
  - Fire Investigation
- Bachelor of Science in Homeland Security
- Bachelor of Science in Information Systems Security
  Concentrations in:
  - General
  - Homeland Security
- Bachelor of Science in Information Technology
- Bachelor of Science in Occupational Safety and Health
  Concentration in:
  - Fire Science
- Master of Science in Criminal Justice Administration
- Master of Science in Emergency Services Management
- Master of Science in Occupational Safety and Health
  Concentrations in:
  - General
  - Environmental Management

Certificate Options*

Undergraduate

- Environmental Management
- Fire Science
- Information Technology
- Occupational Safety and Health

Graduate

- Environmental Management
- Occupational Safety and Health

Certificate Course

- Industrial Hygiene Management

Completion of a degree program at Columbia Southern University does not guarantee that a graduate will meet all requirements and/or qualifications for employment at the international, national, state, or local level. Employment qualifications may also require that applicants earn their degree from a university with specific programmatic or institutional accreditation. Columbia Southern University is nationally accredited by the Distance Education Accrediting Commission. We encourage all students to research licensing and job requirements to insure that he or she will be prepared for their desired career path.

CONTINUING EDUCATION*

CSU offers Continuing Education classes. For more information, please contact the Department of Continuing Education at ContinuingEd@ColumbiaSouthern.edu or visit www.ColumbiaSouthern.edu/ContinuingEd.

* *These programs or certificates are not eligible for Federal Student Aid.*

COURSES

Course Enrollment

The Admissions Department assists the student through the process of enrolling in the first course(s) or term. Each time the student enrolls in a course, they will be notified by email that the registration has been processed. Another email will be sent that contains online account information and instructions for accessing their online course. Within each online course, the student will find a detailed course syllabus that provides everything they need to begin their course work.

Course Structure

CSU courses are developed by faculty and delivered to students through the Blackboard online learning management system. Students initiate access to their course(s) by entering an assigned individual user name and password. Each login allows the student to select the course(s) they are taking. Entrance to the course automatically brings the student to the announcement page that contains important information from the professor. Courses contain a variety of educational components that support the learning outcomes and successful completion of the course material. In addition to the syllabus, typical instruction, and assignments, students are provided with a multitude of resources and materials pertaining to course and exam expectations.

A navigation panel, which is in a fixed location on the left side of the course, provides direct structured access to all course components, instructional materials, exams, engagement tools, learning resources, and other related access points.

Course Professors

Each course is taught by a qualified faculty member. From the navigation menu, students can access their professor's name and contact information. The preferred contact method for all CSU faculty is email. The student should direct all course and grade related questions to the course professor. All other questions can be directed to the CSU Student Services Department at students@columbiasouthern.edu. Student Services will work with the student to identify

their needs and collaborate with other departments as needed. This provides a more convenient method of communication to allow flexibility of individuals' schedules.

Course Sequence

Even though students are not required to complete lower division (general education) courses before beginning upper division (major) course requirements, it is recommended that core courses be completed in the sequence as they appear on the Comprehensive Degree Report provided to students. Students are required to complete all prerequisite courses. For assistance and questions related to sequencing and prerequisites, students should contact their academic advisor.

Examinations and Grades

CSU courses are generally divided into eight units. Course requirements may include, but are not limited to, a paper, project, discussion board assignment, or proctored final exam. All assignments are open book. Students will receive progress reports for the course including email grade notifications for each assignment from the instructor. Students may also view their grades through the online grade books and can view their academic record and course information by visiting the student portal at https://myCSU. columbiasouthern. edu. Letter grades are assigned only at the end of the course. The following scale is used to determine final course grades are recorded on the CSU transcript unless noted:

Grading		*Points per credit hour*
A	90-100	4.00 Quality Points
B	80-89	3.00 Quality Points
C	70-79	2.00 Quality Points
D	60-69	1.00 Quality Points
F	59-0	0.00 Quality Points
W	Withdrawn	0.00 Quality Points
W/F	Withdraw/Fail	0.00 Quality Points
I	Incomplete	0.00 Quality Points
IP	In Progress	0.00 Quality Points
R	Retake	0.00 Quality Points
*DN	Dropped for Non-Attendance	0.00 Quality Points
DP	Dropped from Course	0.00 Quality Points
*DC	Institutional Drop	0.00 Quality Points

Not recorded on the CSU transcript.

Final course grades of W, I, IP, R, DN, DP, and DC do not generate quality points and are not normally included in the cumulative grade point average (GPA). However, grades of I and R will be calculated to determine Satisfactory Academic Progress (SAP), which may impact federal student aid eligibility. An IP grade is assigned when a student is in the process of completing a course and does not indicate that the student has been granted additional time to complete course assignments.

The grade point average (GPA) is computed by dividing the total number of quality points by the total number of hours completed.

Refer to the Student Handbook Handbook for detailed information regarding our complete Grading Policies.

ACADEMIC INTEGRITY

Ethical conduct is a foundation upon which a successful academic career at Columbia Southern University rests. The students, faculty, and staff must commit themselves to the highest standards of honesty, trust, fairness, respect, and responsibility. Therefore, any deviation of these standards is a breach of the ethics that are the basis of Columbia Southern University's academic programs, and thus a violation of the university's Academic Integrity Policy.

Refer to the Student Handbook for detailed information regarding our Academic Integrity Policy.

INSTITUTIONAL ACADEMIC PROGRESS POLICY

Students are required to have a minimum cumulative GPA of 2.0 in undergraduate programs and a 3.0 in graduate programs. Academic standards of performance have been established to ensure satisfactory progress toward a degree. These performance standards form a basis for the following academic classifications:

- Good Standing
- Academic Probation
- Academic Suspension

Students Guidelines and procedures for placing students in the above classifications include:

Good Standing (Active)

A minimum cumulative GPA of 2.0 for undergraduates and 3.0 for graduates must be maintained to be in good standing.

Academic Probation

Upon the completion of a minimum of 12 semester hours*, a student will automatically be placed on academic probation at any time that his/her cumulative GPA drops below the required minimum.** A student will remain on academic probation for 12 semester hours (four courses). While on academic probation, a student will have to demonstrate sustained satisfactory progress and develop an action plan for academic improvement, approved by their academic advisor, which may include referral to the Student Success Center. Students may be limited to enrolling in one course at a time until a cumulative GPA of 2.0 undergraduate/3.0 graduate is achieved. In addition, a student may be delayed from enrolling in the next course pending evaluation of academic progress.

Satisfactory progress requires that a student either raise the cumulative GPA to an acceptable level, or that the student makes progress towards earning the acceptable GPA during the probationary period, as detailed below:

The student will be removed from probation and placed in good standing if a cumulative GPA, 2.0 or higher undergraduate/3.0 or higher graduate, is achieved after completing the required 12 semester hours required during the probationary period. If the student does not raise the cumulative GPA to good standing, the student will be placed on suspension. Please refer to the Academic Suspension Policy for details.

If the GPA for the probationary period is 2.5 or higher for undergraduates or 3.5 or higher for graduates, but the student does not raise the cumulative GPA to the minimum 2.0 or higher for undergraduates or 3.0 or higher for graduates, a secondary probation period may begin.

Note: This does not apply to students enrolled in doctoral programs. Doctoral requirements are noted below.

**Note: Students who show substandard academic progress in their first 12 semester hours may be academically dismissed without a probationary period. See the Academic Dismissal Policy for details.*

Doctoral Programs

A doctoral student may be placed on academic probation due to violation of academic integrity or whenever his/her grade point average (GPA) falls below 3.0 on a 4.0 scale. The conditions of academic probation are specified to the student in writing by the Office of the Registrar. Once placed on academic probation, a doctoral student has six credit hours to raise his/her GPA to 3.0 or higher. If a doctoral student does not achieve a GPA of 3.0 or higher, he/she is subject to academic dismissal from the program. The conditions of academic probation are submitted to the Program Director of Doctoral Programs by the Office of the Registrar. The Program Director of Doctoral Programs, with appropriate consultation, will determine the enrollment status of the student.

Academic Suspension

Should the probationary student fail to demonstrate satisfactory progress, he/she will be academically suspended for a period no less than 10 weeks (LifePace Learning) and one term (Term and Veterans Advantage). A student may request reinstatement after the suspension period has expired. If a second suspension occurs, the student will be suspended for a period of at least six months before they are eligible to request reinstatement. If a third suspension occurs, the student must wait a minimum of one calendar year before requesting reinstatement.

Requests for reinstatement must be made to the Registrar no later than one month prior to the desired enrollment period. Reinstatement following academic suspension will be determined by the Reinstatement Committee and is not automatic.

Students who enroll in other colleges or universities while on academic suspension from CSU will not be eligible for reinstatement to CSU until the cumulative grade point average from these other colleges and universities is 2.0 or higher for undergraduate or 3.0 or higher for graduate.

Once reinstated, the student will return on probation for a period of 12 semester hours. The student is expected to demonstrate academic progress while on probation.

Note: Academic Suspension Policy does not apply to students enrolled in doctoral programs.

Academic Dismissal

Columbia Southern University reserves the right to dismiss students whose academic progress is substandard. Factors considered will include, but are not limited to, the number of failing grades, past academic performance, the number of withdrawn courses, and the probability of achieving satisfactory academic standing within a reasonable time frame. Students are subject to academic dismissal (without a probationary period) from the program for a full calendar year if their GPA falls below 1.0 or if they withdraw from the majority of courses within the last 12 semester hours.

Appeal or reinstatement from academic dismissal shall be made to the Appeals Board through the Office of the Registrar.

INACTIVE STATUS

Students who do not submit any coursework within a 12-month period will be considered inactive and any tuition being held by

the University will be forfeited. Students desiring to return to their studies must be reevaluated and will be subject to any changed academic requirements, tuition increases, and policy changes in force at the time of re-enrollment. The student will also be assessed a $25 reevaluation fee.

GRADUATION REQUIREMENTS POLICY

To graduate from Columbia Southern University (CSU), certain requirements must be met for degree conferral. Students must successfully complete all degree requirements with passing grades, meet the minimum GPA requirements, meet all financial obligations to the institution, have all official transcripts on file and apply for graduation by submitting a Petition for Graduation.

Undergraduate Requirements

Students enrolled in undergraduate programs must complete a minimum of sixty (60) semester hours in the associate's program and 120 semester hours in the bachelor's program. At least 25 percent of the courses that comprise the program must be completed with CSU, which is a minimum of 15 semester hours (5 courses) in an associate's program and a minimum of 30 semester hours (10 courses) in a bachelor's

program. Bachelor's seeking students must also complete 36 upper division semester hours (3000-4000 level). Students must also maintain a 2.0 cumulative GPA to be eligible for graduation. Though a grade of "D" is considered passing, students may be required to repeat a course in which a "D" is earned if the grade results in a substandard cumulative GPA.

Graduate Requirements

Students enrolled in a master's program must complete a minimum of 36 semester hours. At least 50 percent of the courses that comprise the program must be completed with CSU, which is 18 semester hours (6 courses). DBA students must complete a minimum of 61 semester hours. At least 85 percent of the courses that comprise the program must be completed with CSU, which is a minimum of 52 semester hours in the DBA program. Grades below a "C" are not considered passing in the graduate program. Though a grade of "C" is considered passing, students may be required to repeat a course in which a "C" is earned if this grade results in a substandard cumulative GPA.

Graduation with Honors

In order for a student enrolled in a bachelor's degree program to graduate summa cum laude, magna cum laude, or cum laude honors, they must earn the following cumulative GPA:

- Summa Cum Laude - 4.0 Cumulative GPA
- Magna Cum Laude - 3.8-3.99 Cumulative GPA
- Cum Laude - 3.5-3.79 Cumulative GPA

Graduates must have no grades lower than a "C", and must not have repeated any course taken at CSU due to non-satisfactory grades. Honors are not awarded for graduate degree programs.

PETITION FOR GRADUATION

Students within 12 hours of satisfying program requirements are encouraged to file a Petition for Graduation Form. By submission, an official audit of the student record will be performed. The audit will review several facets of the student record including, but not limited to, degree credits earned, financial standing, and official transcript record.

Diploma

The diploma will be mailed directly to the address provided on the Petition for Graduation Form. This normally takes approximately five to six weeks after submitting the Petition for Graduation and the graduation fee. An official transcript will be mailed shortly after the student has received notification that they have passed the graduation audit.

Graduation Ceremony

Each year CSU hosts a commencement ceremony for those graduates who have completed their program. CSU encourages all graduates to attend the commencement exercise and accompanying activities. There is a fee for the ceremony and an additional fee for regalia (cap, gown, and tassel). Since the ceremony fee varies from year to year, students will need to visit the CSU website for pricing information. Travel arrangements and accommodations are the responsibility of the student.

TRANSCRIPTS

A transcript bearing the University seal and signature of the registrar is the official copy of your permanent academic record. A transcript will be provided to you at the time of graduation. Additional transcripts may be obtained by written request to the University.

Requesting a Transcript

Once a student has completed the first three credit hour course and course tuition is paid, the student may request an official CSU transcript. A $10 transcript fee applies. A CSU transcript may be requested by using the Transcript Request Form. Please allow seven to 10 business days for processing.

The transcript will be sent as a sealed official transcript to the institution or person indicated on the Transcript Request Form. An unofficial transcript may be faxed if indicated on the request form. Please note, the $10 transcript processing fee still applies whether the transcript is issued as official or unofficial.

VII. College of Arts & Sciences

General Education

The General Education Curriculum at CSU is intended to ensure that students acquire the intellectual skills and knowledge that not only enable our students to succeed in their academic endeavors, but also to prepare graduates for the challenges and opportunities of the 21st century. Employers consistently seek out those individuals who have well-rounded educational experiences and abilities.

General Education Competencies and Outcomes

Communication
Uses oral and written communication skills effectively, resulting in the use of standard English to present original thought; utilize verbal and non-verbal responses; organize and present material to specific audiences; and be persuasive in one-to-one and one-to-many idea exchanges.

Outcomes: Students competent in communication skills demonstrate the ability to respond in a clear and concise manner; use a variety of communication methods to inform and persuade different audiences; and exhibit proficient and effective use of the English language.

Critical Thinking
Applies higher order analytic and creative cognitive processes to arrive at reasoned and supportable conclusions; synthesizes and applies knowledge within and across courses and disciplines; and to develop creative solutions.

Outcomes: Students competent in critical thinking demonstrate the ability to process ideas and thoughts; develop evidence based arguments; and explore problems through specific and aligned procedures in order to reach sound conclusions expressed in a concise and organized format.

Information Literacy and Technology
Demonstrates the ability to locate, identify, collect, organize, analyze, and interpret data to make sound decisions; as well as utilize information and technology to solve a variety of problems for academic, professional, and personal purposes.

Outcomes: Students competent in information literacy and technology demonstrate the ability to collect and analyze data; interpret results to create solutions for problems; evaluate the reliability of information, and make sound decisions through the use of technology.

Mathematics and Science
Applies mathematical techniques to problem solving; identifies differences among scientific ideas related to the history or nature of science; such as ethics, values, and public policies; and identifies relationships between science and technology.

Outcomes: Students competent in mathematical and scientific processes demonstrate the application of quantitative reasoning skills in the context of various disciplines; the ability to interpret and apply mathematical and scientific theory and equations to appropriate problems; and utilize graphs, charts, and data to make evidence-based decisions.

Social and Cultural Awareness
Discerns social and cultural responsibility as represented by ethical engagement within academic, local, regional, state, and international communities.

Outcomes: Students competent in social and cultural awareness exhibit ethical awareness in various disciplines; demonstrate appreciation for diverse cultures and competing perspectives; and evaluate differences and commonalities among social and cultural practices.

General Education Curriculum

General Education courses may be taken simultaneously with the program courses. These required General Education courses can be completed either through the university or via the CLEP examination if available.

Be sure to visit http://www.columbiasouthern.edu/Degree/GS-Courses for the most current list of available courses.

Course	Title	Semester Hours
Humanities and Fine Arts		
AL 2000	American Literature I **	3
AL 2010	American Literature II **	3
ART 1301	Art Appreciation	3
ART 1302	Art Appreciation II	3
PHL 1010	Critical Thinking	3
PHL 2350	Philosophies of World Religions	3
SP 1010	Speech Communication	3
Social and Behavioral Sciences		
BBA 2401	Principles of Macroeconomics	3
BBA 2501	Principles of Microeconomics	3
PS 1010	American Government	3
PS 2000	Introduction to Political Science	3
PS 2010	American State and Local Politics	3
PSY 1010	General Psychology	3
SOC 1010	Introduction to Sociology	3
SOC 2010	Survey of Global Societies and Cultural Geography	3
Natural Sciences*		
BIO 1030	Biology I	3
BIO 1040	Biology II **	3
BIO 1100	Non Majors Biology	3
CHM 1030	General Chemistry I**	3
CHM 1040	General Chemistry II**	3
ES 1010	Earth Science	3
PHS 1110	Principles of Classical Physical Science	3
PHS 1120	Principles of Modern Physical Science	3
Mathematics		
MAT 1301	Liberal Arts Math	3
MAT 1302	Algebra I	3
MAT 1303	Algebra II **	3
MAT 1304	Finite Math	3
MAT 2302	Pre-Calculus	3
MAT 2303	Calculus**	3
History		
HY 1010	Western Civilization I	3
HY 1020	Western Civilization II	3
HY 1110	American History I	3
HY 1120	American History II	3
HY 2000	American Military History I	3
HY 2020	American Military History II	3
English Composition		
EH 1010	English Composition I	3
EH 1020	English Composition II **	3

Requirements for Minnesota Students

Columbia Southern University is registered as a private institution with the Minnesota Office of Higher Education pursuant to sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions. Per the Minnesota Office of Higher Education, in order to satisfy Minnesota Degree Standards, Minnesota residents who enroll at CSU will be required to complete at least the minimum number of credits identified in each of four categories plus electives included in the information below.

Associate of Science (A.S.) Degree Programs (Minnesota Resident's Only)

For all Associate of Science degree programs at CSU, General Education requirements for Minnesota residents exceeds those of the institution. All students residing in the state of Minnesota are required to complete 30 semester credit hours of general education. These additional required hours will reduce the hours of electives in these programs for these residents in order to maintain a 60 semester credit hour requirement for graduation. As part of the 30 semester credit hours General Education requirement, a minimum of 6 semester credit hours must be completed in the following areas: Communications, Humanities/Fine Arts, Social/Behavioral Sciences, and Natural Sciences/Mathematics.

- To satisfy the Communications requirement, Minnesota residents must take EH 1010 and select from either EH 1020 or SP 1010.

- To satisfy the Humanities/Fine Arts requirements, Minnesota residents must select a minimum of two courses in this area from the General Education Curriculum with the exception of SP 1010. To satisfy Minnesota requirements, SP 1010 is considered a communications course.

- To satisfy the Social/Behavioral Sciences requirement, Minnesota residents must select a minimum of two courses in this area from the General Education Curriculum. A History course may substitute for one (1) Social/Behavioral Science course.

- To satisfy the Natural Sciences/Mathematics requirements, Minnesota residents must select a minimum of one Natural Science course and one Mathematics course from these areas of the General Education Curriculum.

- The remaining General Education courses to complete the 30 semester credit hours requirement may be selected from any General Education course not already used to meet the above requirements.

Associate of Arts (A.A.) and Bachelor Degree Programs (Minnesota Resident's Only)

For the Associate of Arts and all Bachelor's degree programs, the General Education Requirements of CSU satisfy the state of Minnesota General Education requirements with the following stipulation: SP 1010 is considered a communication course for Minnesota residents but does not replace EH 1010 or EH 1020 requirements.

Associate of Arts in General Studies

The Associate of Arts in General Studies provides students with a solid foundation in arts and sciences based in composition, mathematics, sciences, humanities, social science, and technology in preparation for a professional career and/or for further baccalaureate study. Through its general studies commitment and elective offerings, the department's faculty contribute to the broadening of the knowledge and experience of all graduates of CSU by promoting basic competence in communication skills, by fostering an appreciation and understanding of our cultural heritage and current world affairs, and by developing problem solving techniques. Students will be able to access resources, evaluate them for credibility and relevance, and use them to present a wide range of alternatives and creative solutions.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will analyze and articulate the individual's role in different communities, including local, national, and global communities.

2. Students will apply the methods of specific quantitative and qualitative disciplines to the analysis of problems, information, and interpretation.

3. Students will communicate persuasively in a genre appropriate to purpose and audience.

4. Students will evaluate, synthesize and apply evidence to construct creative and well-reasoned arguments or problem-solving strategies.

Note: This program is not eligible for Federal Student Aid.

Total Program Requirements**..**60
General Education Requirements.......................................36
Electives..24

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 9
Social and Behavioral Sciences 6
Natural Sciences 6
Mathematics...3
History..6
English Composition 6

Electives   24

Students may select electives from courses not used to meet other requirements.

Bachelor of Science in Psychology

The Bachelor of Science in Psychology provides theoretical coverage in the science of psychology while introducing critical skills necessary to function proficiently in applied service provision settings. The degree program is interdisciplinary by design, thus the curriculum provides a comprehensive survey of psychology and builds upon an integrated foundation of general and applied science, research methods and technical writing, health care management, and human relations and development.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will apply psychological concepts, theories, and appropriate tests and measures to real world cases and situations.

2. Students will integrate individual perspective with psychological concepts and theories in written work.

3. Students will analyze aspects of ethics and multicultural diversity as they relate to practice in the psychological profession.

4. Students will critique scholarly articles from peer-reviewed Psychology journals with regard to strengths and weaknesses of research design, content, and generalizability.

Note: This program is a general survey of psychology and will not qualify graduates to become a licensed counselor, social worker or psychologist. Students should consult state requirements and institutions in which they desire to transfer prior to enrolling in this program.

Total Program Requirements**... **120
General Education Requirements.......................................36
Major Requirements 33
Electives..51

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* Natural Sciences include biological sciences, chemistry, physical sciences, physical geography, and earth science.

**Each of these courses requires a prerequisite. Please review the course descriptions and objectives for each course on our website www.columbiasouthern.edu/degree to determine the prerequisite requirement.

General Education Requirements 36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics 3
   MAT 1302, Algebra I or higher is required.
History 6
English Composition 6

Major Requirements 33

Major Requirements—Group A 18

Course	Title	Semester Hours
EH 3341	Technical Writing**	3
PSY 1010	General Psychology	3
PSY 2010	Abnormal Psychology	3
PSY 3019	History and Systems of Psychology**	3
PSY 3350	Theories of Personality**	3
PSY 4501	Research Methods in Psychology**	3

Major Requirements—Group B
Social, Cognitive, Developmental, and
Experimental Psychology 6

Select 2 courses from the following.

PSY 3140	Social Psychology**	3
PSY 3150	Developmental Psychology**	3
PSY 4021	Physiological Psychology**	3
PSY 4460	Cognitive Psychology**	3

Major Requirements—Group C
Applied Psychology 9

Select 3 courses from the following.

BBA 3651	Leadership	3
PSY 3380	Psychology of Learning**	3
PSY 3505	Psychology of Adjustment**	3
PSY 4560	Psychological Assessment**	3
PSY 4620	Health Psychology**	3
PSY 4680	Industrial Organizational Psychology**	3

Electives 51

Students may select electives from courses not used to meet other requirements.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses.

Please consult your advisor for more information.

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* Natural Sciences include biological sciences, chemistry, physical sciences, physical geography, and earth science.

**Each of these courses requires a prerequisite. Please review the course descriptions and objectives for each course on our website www.columbiasouthern.edu/degree to determine the prerequisite requirement.

VIII. College of Business

Associate of Science in Business

Total Program Requirements *60*
General Education Requirements...21 *
Major Requirements 18
Electives..21

The Associate of Science in Business degree program provides students the general education, business, and workplace skills necessary for success. This program prepares graduates for entry-level business management positions and promotes expansion of the skills and knowledge of individuals currently employed. Students will learn and apply managerial concepts and theories in a practical fashion. Program completion will prepare individuals seeking advanced degrees and knowledge of business.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to demonstrate interpersonal skills through effective written communications such as business reports and virtual connections.

2. Students will be able to evaluate different leadership styles.

3. Students will be able to analyze ethical issues in business practices.

4. Students will be able to prepare financial cost analysis of business processes.

General Education Requirements   21

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences / History 3
Natural Sciences 6
Mathematics... 3
English Composition 3

Minnesota residents should see the General Education section of this catalog which specifies requirements for that state. The additional General Education requirements for Minnesota residents will reduce the hours of electives required in this program. Students are encouraged to speak with their academic advisor.

Major Requirements   18

Select 6 Courses from the following.

Course	Title	Semester Hours
BBA 2010	Introduction to Business	3
BBA 2150	Business Math	3
BBA 2201	Principles of Accounting I	3
BBA 2401	Principles of Macroeconomics	3
BBA 3201	Principles of Marketing	3
BBA 3210	Business Law	3
BBA 3221	Sales Management	3
BBA 3301	Financial Management	3
BBA 3551	Information Systems Management	3
BBA 3602	Principles of Management	3
BBA 3651	Leadership	3
BHR 3352	Human Resource Management	3
BHR 4680	Training and Development	3
MAR 3271	Advertising	3

Electives   21

Students may select electives from courses not used to meet other requirements.

Associate of Science in Health Information Science

Total Program Requirements .... *60 **
General Education Requirements...21
Major Requirements 18
Track I or Track II. 21

The Associate of Science in Health Information Science is an entry-level program that provides students a foundational knowledge in health information science. The program offers a medical coding track that prepares students to become proficient medical billers and coders by providing the latest information related to medical coding, medical chart auditing, and insurance reimbursement. The program also offers a general curriculum track to prepare students to become healthcare paraprofessionals with the skills to work with sensitive health care information in an increasingly complex digital environment, while also allowing a focus on their specific educational goals.

To achieve the objective of this program, the following learning outcomes have been established:

Track I – Medical Coding Emphasis

Graduates of the associate of science degree program in Health Information Science with a medical coding emphasis will:

1. Correlate knowledge of medical terminology, anatomy, physiology, pathophysiology and basic pharmacology to perform medical coding and insurance reimbursement tasks.

2. Accurately code diagnoses and medical procedures using ICD-10-CM, ICD-10-PCS, and PCT standards and guidelines.

3. Demonstrate computer literacy skills in managing health information, paper, and electronic medical claims.

4. Apply medicolegal principles when working with protected health information and legal and ethical standards as they relate to the medical profession.

Track II – General Curriculum Emphasis

Graduates of the associate of science degree program in Health Information Science with a general curriculum emphasis will:

1. Utilize ethical and legal standards in working with protected health information.
2. Demonstrate knowledge of the composition, development, organization and maintenance of electronic health records utilizing health information management technology.
3. Demonstrate critical thinking skills needed to prioritize, anticipate and analyze problems associated with health care information management and implement solutions.
4. Conduct an information technology needs assessment of a healthcare organizational unit.

General Education Requirements   21

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences / History 3
Natural Sciences 6
Mathematics 3
English Composition 3

Minnesota residents who enroll at CSU are required to complete 30 semester credit hours of general education.
To meet program requirements and these general education requirements, residents will be required to complete a total of 69 semester credit hours in the Health Information Science program. Please see the General Education section of this catalog which specifies requirements for that state. Students are encouraged to speak with their academic advisor.

Major Requirements   18

Course	Title	Semester Hours
HCA 1301	Basic Medical Terminology	3
HTH 1301	Introduction to Medical Law & Ethics	3
HTH 1304	Health Information Technology and Systems	3
HTH 2304	Introduction to Health Information	3
HTH 2305	Health Information Documentation Management	3
HTH 2306	Medical Linguistics & Anatomy	3

Tracks   21

Students must select one of the following tracks.

Track I - Medical Coding Emphasis   21

Course	Title	Semester Hours
HTH 1305	Pharmacology	3
HTH 1306	Introduction to Health Care Statistics	3
HTH 2303	Pathophysiology	3
HTH 2307	ICD-10-CM	3
HTH 2308	ICD-10-PCS	3
HTH 2309	Reimbursement Methodologies	3
HTH 2310	Introduction to CPT	3

To satisfy the general curriculum track requirements, students may select any courses not used to meet other program requirements.

The University makes no representation, promise, or guarantee that completion of this program assures passage of any certification examination, acceptance by any state board, or that this program is designed to prepare graduates for employment in any state. Prospective and current students, as well as graduates, are responsible for researching and understanding all examination, registration, or licensure requirements in any state in which they seek to become registered, licensed, or employed.

Bachelor of Science in Business Administration

Total Program Requirements 120
General Education Requirements..36
Major Requirements. 36
Electives..36
Concentration 12

Students who graduate with a Bachelor of Science in Business Administration (BSBA) degree are equipped with a knowledge of business theories, policies, and procedures and are prepared to assume a responsible position within the business industry. Graduates will have acquired skills in decision-making, problem solving, and leadership, in addition to fundamental business and management procedures.

Enabling students to tailor the degree program to meet their needs, the BSBA degree program offers several concentrations. Students may complete the degree in Business Administration with a General concentration or enhance their training in a business concentration in Finance, Hospitality & Tourism, Human Resource Management, Information Technology, International Management, Management, Marketing, Project Management, or Sport Management.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to apply managerial decision making through utilizing best practices in business.
2. Students will be able to interpret business concepts, principles, and financial strategies.
3. Students will be able to examine the effects of globalization on their work environment.
4. Students will be able to analyze financial statements.

General Education Requirements 36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics..3
History...6
English Composition 6

Major Requirements 36

Major Requirements—Group A 30

Course	Title	Semester Hours
BBA 2010	Introduction to Business	3
BBA 2201	Principles of Accounting I	3
BBA 3201	Principles of Marketing	3
BBA 3210	Business Law	3
BBA 3301	Financial Management	3
BBA 3551	Information Systems Management	3
BBA 3651	Leadership	3
BBA 4751	Business Ethics	3
BBA 4951	Business Policy and Strategy	3
BHR 3352	Human Resource Management	3

Major Requirements—Group B 6
Select any two 3000-4000 or upper-level business administration courses that have not already been used to satisfy other requirements.

Electives 36

Students may select electives from courses not used to meet other requirements.

Students must take into consideration the 36 credit hour upper division requirement when selecting courses. Please consult your advisor for more information.

Concentration 12

Concentrations enable students to specialize in a related area. The concentration completed by the student is listed on the graduation diploma. For example, if you chose marketing as an area in which you wish to concentrate, your diploma will indicate that you earned a Bachelor of Science in Business Administration with a concentration in Marketing.

Concentrations: General; Finance; Hospitality and Tourism; Human Resource Management; Information Technology; International Management; Management; Marketing; Project Management; and Sport Management.

General Concentration.. 12
The General concentration is designed for students to meet their specific educational goals and enhance their career opportunities.

To satisfy the General concentration requirements, students may select any four undergraduate courses not used to meet other program requirements.

Finance Concentration.. 12
Graduates with the Finance concentration will have gained the knowledge to make financial related decisions effectively. They will also have gained the knowledge to assist their organizations in obtaining, administering, and managing funds wisely.

Select 4 courses from the following.

Course	Title	Semester Hours
BBA 2301	Principles of Accounting II **	3
BBA 2501	Principles of Microeconomics	3
BBA 4201	Financial Institutions	3
BBA 4301	International Finance	3
BBA 4351	International Economics	3
BBA 4446	International Legal Operations	3
BBA 4653	International Trade	3

Hospitality and Tourism Concentration 12
The concentration in Hospitality and Tourism prepares students for professions within the wide array of hospitality and tourism including lodging, food service, tourism, and recreation related industries. The curriculum supports this objective by integrating technology, leadership, and case analysis of the hospitality and tourism global industry. The program is designed for individuals seeking entry into the hospitality and tourism profession, and those currently in the hospitality and tourism industry seeking to enhance their skills to advance into supervisory or management positions.

Select 4 courses from the following.

Course	Title	Semester Hours
BHM 3010	Introduction to Hospitality	3
BHM 3020	Introduction to Tourism	3
BHM 3890	Accounting for Hospitality & Tourism	3
BHM 4100	Facilities Management and Design in Hospitality & Tourism	3
BHM 4300	Legal Aspects of Hospitality & Tourism	3
BHM 4400	Resort Management & Operations	3
BHM 4680	Marketing for Hospitality & Tourism	3

Human Resource Management Concentration 12
The concentration in Human Resource Management equips students with the skills and knowledge of real world training necessary to maximize the efforts and productivity of personnel.

Select 4 courses from the following.

Course	Title	Semester Hours
BBA 2551	Intercultural Management	3
BHR 3301	Compensation and Benefits	3
BHR 3551	Human Relations & Development	3
BHR 3565	Employment Law	3
BHR 4350	Collective Bargaining	3
BHR 4501	International Human Resource Management	3
BHR 4601	Staffing Organizations	3

Information Technology Concentration......................... 12
The Information Technology concentration combines the human need for information with substantial training

in current technology learning systems. The focus of the concentration is on the acquisition of theory and technical competencies associated with the information technology profession, and provides fundamental knowledge and application in information technology.

Select 4 courses from the following.

Course	Title	Semester Hours
ITC 3001	Personal Computer Fundamentals	3
ITC 3450	Introduction to Data Communications	3
ITC 4010	System Analysis and Design	3
ITC 4150	Database Design and Implementation	3
ITC 4210	Programming Concepts and Problem Solving I	3
ITC 4230	Programming Concepts and Problem Solving II**	3
ITC 4310	Web Design and Development	3

International Management Concentration 12

The concentration in International Management equips students to meet the business challenges of global competition and foreign markets. This program is designed to enable managers to focus on those global imperatives that will affect how successful business is to be done on the world state. Graduates will have acquired skills in decision making, problem solving, and leadership in addition to fundamental business and management procedures.

Select 4 courses from the following.

Course	Title	Semester Hours
BBA 2551	Inter-Cultural Management	3
BBA 4301	International Finance	3
BBA 4351	International Economics	3
BBA 4426	International Management	3
BBA 4446	International Legal Operations	3
BBA 4653	International Trade	3
BHR 4501	International Human Resource Management	3

Management Concentration 12

The concentration in Management emphasizes the development of leadership and decision-making skills. The goal of the concentration is to provide students with the knowledge and skills necessary to function effectively in management positions. The program focuses on key aspects of management and prepares graduates for leadership roles in business, industry, government or social service. Students are exposed to a broad foundation of business communications and project production in the field of management studies.

Select 4 courses from the following.

Course	Title	Semester Hours
BBA 2026	Organizational Communications	3
BBA 3451	Organizational Theory & Behavior	3
BBA 3826	Managerial Decision Making	3
BBA 4126	Project Planning	3
BBA 4426	International Management	3
BBA 4851	Production Management	3
BHR 4601	Staffing Organizations	3

Marketing Concentration 12

Today's businesses seek creative, highly educated marketing specialists who understand the changing global economy. Successful marketers anticipate consumer needs, translate those needs into products and services, and create campaigns to sell products and services for a profit. The concentration in Marketing provides the avenue for students to develop the knowledge, analytical skills, and creativity needed to excel in this exciting field.

Select 4 courses from the following.

Course	Title	Semester Hours
BHR 3565	Employment Law	3
MAR 2251	Internet Marketing Principles	3
MAR 3211	Consumer Behavior	3
MAR 3231	Marketing Research	3
MAR 3271	Advertising	3
MAR 4610	Strategic Marketing	3
MAR 4625	Direct Marketing	3

Project Management Concentration 12

Effective project managers get the job done on time and within budget while meeting exact specifications. The concentration in Project Management is designed for professionals who seek to enhance their ability to motivate people, integrate complex projects, and achieve cost-effective results. The program refines a student's commitment to personal values and moral excellence as well as professional competence.

Select 4 courses from the following.

Course	Title	Semester Hours
BBA 2026	Organizational Communications	3
BBA 2926	Introduction to Project Management	3
BBA 3626	Project Management Overview	3
BBA 3826	Managerial Decision Making	3
BBA 4126	Project Planning	3
BBA 4226	Risk Management	3
BBA 4326	Procurement & Contract Management	3

Sport Management Concentration 12

The concentration in Sports Management provides students with the skills and knowledge necessary to succeed in Sport Management. Career opportunities include sport facilities managers, sport information directors, sport front office administrators, and sport communication relations directors.

Select 4 courses from the following.

Course	Title	Semester Hours
BSM 2701	Sociology of Sport	3
BSM 2801	Sport Marketing	3
BSM 3901	Sport Fund Raising	3
BSM 4001	Sport Facilities	3
BSM 4101	Sport Administration	3
BSM 4201	Sport Financing	3
BSM 4301	Sport Legal Liability & Risk Management	3

Bachelor of Science in Health Care Administration

Total Program Requirements *120*
General Education Requirements 36
Major Requirements...36
Electives.. 36-48
Concentration 12

The Bachelor of Science in Health Care Administration provides students with a foundation of knowledge regarding the health care industry. The program prepares students to apply knowledge in a professionally competent manner to advance in the field of health care as a leader or administrator. Emphasis is placed on building strong communication skills and organizational competence in managing and developing professional standards, procedures, and policies for various institutional health care activities. These leaders should be well organized and attentive to detail. The BS in Health Care Administration does not offer a clinical or infield experience component. Its purpose is to provide a broad educational background to those already working in the health care field.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to analyze the ethics of professional and organizational standards affecting customer relationships in health care organizations.

2. Students will be able to consider management theory to evaluate shared vision and management of a health care organization's strategic goals.

3. Students will be able to examine the impact of leadership styles, political trends, and cultural and societal forces on management within the healthcare system.

4. Students will be able to apply business principles, including systems thinking, to the healthcare environment; basic business principles include (a) financial management, (b) human resource management, (c) organizational dynamics and governance, (d) strategic planning and marketing, (e) health information management, (f) risk management, and (g) quality improvement

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics... 3
History... 6
English Composition 6

Major Requirements   36

Course	Title	Semester Hours
Major Requirements—Group A *30*		
BBA 2201	Principles of Accounting I	3
BBA 3201	Principles of Marketing	3
BBA 3551	Information Systems Management	3
BHA 3002	Health Care Management	3
BHA 3501	Community Health	3
BHA 3801	Critical Issues in Health Care	3
BHA 4053	Financial Management in Health Care Organizations	3
BHA 4201	Health Care Law	3
BHR 3352	Human Resource Management	3
HCA 4320	Development and Strategic Planning in Health Care	3

Major Requirements—Group B...*6*
Select 2 courses from the following or any 3000-4000 level business or BOS course, or approved transfer course credit within major.

BBA 3651	Leadership	3
BHA 3202	Standards for Health Care Staff	3
BHA 3401	Health Unit Coordination	3
BHA 4001	Budgeting in Health Care	3
BHA 4101	Quantitative Methods for Health Care	3

Electives   36-48

Students may select electives from courses not used to meet other requirements. If a concentration is completed, only 36 credit hours of electives are required.

Students must take into consideration the 36 credit hour upper division requirement when selecting courses. Please consult your advisor for more information.

Concentration   12

Concentrations enable students to specialize in a related area. The concentration completed by the student is listed on the graduation diploma.

Emergency Medical Services (EMS) Management Concentration 12

The Bachelor of Science in Health Care Administration Concentration in Emergency Medical Services (EMS) Management provides students with a foundation of knowledge regarding the health care industry. The EMS Concentration will prepare students for the growing field of Emergency Medical Services through academics, research, and leadership. It is designed for EMT's, Firefighters, First Responders, or any other emergency personnel that wishes to expand their knowledge and skills related to the field of Emergency Medical Services. Graduates of this program will be able to pursue professions aligned to health care serving leadership roles as initial supervisors, mid-level managers and administrators. The curricula and coursework are clearly defined and challenging; focusing on principles of management, emergency response operations, and the planning and preparedness of emergency situations. Courses in this program encompass emergency management and preparedness, public

health, public safety, injury prevention, legal, political and regulatory issues, and public health emergencies.

Course	Title	Semester Hours
EMS 3301	Emergency Medical Services Management	3
EMS 3302	EMS Planning and Development	3
EMS 4303	Legal, Political, and Regulatory Environment of EMS	3
EMS 4306	Public Health Emergencies	3

Bachelor of Science in Human Resource Management

Total Program Requirements *120*
General Education Requirements 36
Major Requirements 36
Electives...48

Leading organizations are placing more emphasis on human capital development and the leadership initiatives produced by human resource management teams to deliver, develop, and retain employees as the most crucial and competitive factor in business today. The Bachelor of Science in Human Resource Management prepares students to assume positions in human resource department leadership, establish and advance organizational policies and guidelines, and utilize the tools and techniques for developing transformational work environments. The BS in Human Resource Management program prepares graduates to become influential business leaders equipped with the ability to identify, analyze, and solve complex human resource and management issues.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to demonstrate Human Resources decision-making processes concerning employees in the workplace.
2. Students will be able to evaluate leadership and organizational performance. 3.   Students will be able to evaluate behavior in the workplace that is not ethical according to Human Resources industry standards.
4. Students will be able to demonstrate the ability to apply governmental and organizational policies in the Human Resources role.

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics..3
History...6
English Composition 6

Major Requirements   36

Major Requirements—Group A 30

Course	Title	Semester Hours
BBA 2026	Organizational Communications	3
BBA 2551	Intercultural Management	3
BBA 3551	Information Systems Management	3
BBA 3602	Principles of Management	3
BBA 3651	Leadership	3
BHR 3301	Compensation and Benefits	3
BHR 3352	Human Resource Management	3
BHR 3565	Employment Law	3
BHR 4350	Collective Bargaining	3
BHR 4680	Training and Development	3

Major Requirements—Group B..6
Select 2 courses from the following or any 3000-4000 level HR or business course.

BBA 4951	Business Policy and Strategy	3
BHR 3551	Human Relations and Development	3
BHR 4501	International Human Resource Management	3
BHR 4601	Staffing Organizations	3

Electives   48

Students may select electives from courses not used to meet other requirements.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Bachelor of Science in Organizational Leadership

Total Program Requirements *120*
General Education Requirements 36
Major Requirements 36
Electives...48

The Bachelor of Science in Organizational Leadership introduces students to the methods and skills necessary to maximize human capital in organizations, develop individual and interpersonal skills for achieving successful organizational goals, enhance positive organizational change, and foster lifelong learning and continuous growth. Topics covered include organizational behavior, business ethics, team building, creative thinking, organizational psychology, negotiation/conflict resolution, and business policy and strategy. Students completing this program will acquire the fundamental leadership concepts applicable in profit, not-for-profit, service, or manufacturing environments.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to explain the significance of workforce training and programs relating to job assessment and evaluation.
2. Students will be able to analyze organizational relationships to improve performance.
3. Students will be able to evaluate the application of organizational culture to the different theories of employee motivation within the workforce.
4. Students will be able to analyze the role of leadership in effective practices for leading people and business processes.

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts	6
Social and Behavioral Sciences	9
Natural Sciences	6
Mathematics	3
History	6
English Composition	6

Major Requirements   36

Major Requirements—Group A 30

Course	Title	Semester Hours
BBA 3210	Business Law	3
BBA 3451	Organizational Theory and Behavior	3
BBA 4751	Business Ethics	3
BBA 4951	Business Policy and Strategy	3
BSL 4000	Managing Diversity in Organizations	3
BSL 4040	Communication Skills for Leaders	3
BSL 4060	Team Building and Leadership	3
BSL 4160	Negotiation/Conflict Resolution	3
PSY 3140	Social Psychology	3
PSY 4680	Industrial Organizational Psychology	3

Major Requirements—Group B 6
Select 2 courses from the following.

BBA 3201	Principles of Marketing	3
BBA 3301	Financial Management	3
BBA 3551	Information Systems Management	3
BBA 3651	Leadership	3
BBA 4426	International Management	3
BBA 4851	Production Management	3
BHR 4680	Training and Development	3
BSL 4080	Creative Thinking and Problem Solving	3

Electives   48

Students may select electives from courses not used to meet other requirements.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Master of Business Administration

Total Program Requirements 36
Major Requirements 24
Concentration 12

With a focus on practical content, an application of research skills to business, and job-related behaviors critical for success in today's competitive business world, the Master of Business Administration is designed to help propel students' careers

toward top management positions. The MBA program will prepare students with the training and expertise needed to gain an edge in the evolving business climate.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to analyze key international issues including cultural elements that influence business.
2. Students will be able to apply the various theories and methods associated with employee motivation and morale.
3. Students will be able to analyze processes that influence the control and management of organizations.
4. Students will be able to compare the concepts of social responsibility, integrity, and business ethics.

Major Requirements   24

Course	Title	Semester Hours
MBA 5101	Strategic Management & Business Policy	3
MBA 5401	Management Information Systems	3
MBA 5501	Advanced Marketing	3
MBA 5652	Research Methods	3
MBA 6001	Organizational Research and Theory	3
MBA 6301	Business Ethics	3
MBA 6601	International Business	3
MHR 6451	Human Resource Management Methods	3

Concentration   12

Concentrations enable students to specialize in a related area. The concentration completed by the student is listed on the graduation diploma. For example, if you chose marketing as an area in which you wish to concentrate, your diploma would indicate that you earned a Master of Business Administration with a concentration in marketing.

General Concentration.. 12
The General concentration is designed for students to meet their specific educational goals and enhance their career opportunities.

To satisfy the general concentration requirements, students may select any four graduate level courses not used to meet other program requirements.

Finance Concentration...12

With a focus on practical content, research skills, and job-related behaviors critical for success in today's competitive business world, the Master of Business Administration with a concentration in Finance is designed to help students gain the skills needed to assist their organizations in obtaining, administering, and managing funds.

Course	Title	Semester Hours
MBA 6081	Corporate Finance	3
MBA 6641	International Economics	3
MBA 6651	International Finance	3
MBA 6841	Public Budgeting	3

Health Care Management Concentration......................12

The Master of Business Administration in Health Care Management program prepares students for senior level positions in the field of health care leadership. The program enables managers and business leaders to focus on the managerial skills and business knowledge necessary to successfully direct health care organizations and health care professionals in the ever- changing health care industry.

Course	Title	Semester Hours
MHA 5001	Health Care Financial Management	3
MHA 5101	Legal Foundations of Health Care	3
MHA 5201	Health Resources and Policy Analysis	3
MHA 6501	Advanced Health Care Management	3

Human Resource Management Concentration 12

The Master of Business Administration in Human Resource Management prepares students for management level positions in the field of human resources. The program enables managers and business leaders to focus on the managerial skills and business knowledge needed to manage human resource functions including employee recruitment, selection, retention, development, and compensation.

Course	Title	Semester Hours
MHR 6401	Employment Law	3
MHR 6551	Training & Development	3
MHR 6751	Labor Relations & Collective Bargaining	3
MHR 6901	Compensation Management	3

Marketing Concentration 12

The Master of Business Administration in Marketing prepares students for management level positions in the field of marketing. The program enables managers and business leaders to focus on the managerial skills and business knowledge that are necessary to successfully understand the changing global economy, anticipate consumer needs, translate those needs into products and services, and create campaigns to sell their products for a profit.

Course	Title	Semester Hours
MBA 5841	Strategic Marketing	3
MBA 5851	Marketing Research	3
MBA 5861	New Product Marketing	3
MBA 5871	Business-to-Business Marketing	3

Project Management Concentration...............................12

The Project Management concentration is designed for individuals who seek to enhance their ability to motivate people, complete complex projects, and achieve cost-effective results.

Course	Title	Semester Hours
MBA 6931	Project Management Strategy and Tactics	3
MBA 6941	Managing Project Teams	3
MBA 6951	Managing Complex Projects	3
MBA 6961	Project Management	3

Public Administration Concentration............................12

The Public Administration concentration is designed to prepare students with the leadership, policy, research, marketing, finance, and budgeting knowledge they need to succeed in today's competitive business environment.

Course	Title	Semester Hours
MBA 6841	Public Budgeting	3
MBA 6851	Administration of Public Institutions	3
MBA 6861	Public Policies	3
PUA 6304	Local Government	3

Master of Science in Organizational Leadership

Total Program Requirements *36*
Major Requirements 30
Electives... 6

With a focus on current and emerging leadership theories, best practices, skills, and tools used to enable organizational innovation, creativity, and change in complex work environments, the Master of Science in Organizational Leadership is designed to prepare graduate students to assume leadership roles in business, educational, governmental, military, and not-for-profit organizations.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to analyze the impact of critical issues and emerging theories in leadership on the role of leadership in organizational performance.

2. Students will be able to examine methods that foster employee motivation and morale in an environment affected by organizational change.

3. Students will be able to analyze processes utilized to control and manage organizations.

4. Students will be able to evaluate legal aspects and communication strategies associated with leading a diverse workplace.

Major Requirements 30

Course	Title	Semester Hours
MBA 5101	Strategic Management and Business Policy	3
MBA 5841	Strategic Marketing	3
MBA 6301	Business Ethics	3
MBA 6631	Intercultural Management	3
MBA 6941	Managing Project Teams	3
MHR 6551	Training and Development	3
MSL 5080	Methods of Analysis for Business Operations	3
MSL 5200	Crisis Communication Management	3
MSL 6000	Psychological Foundations of Leadership	3
MSL 6040	Current Issues in Leadership	3

Electives 6

Select 2 of the following courses. Students may also select any MBA or MOS course.

MBA 5501	Advanced Marketing	3
MHR 6401	Employment Law	3
MHR 6451	Human Resource Management Methods	3
MSL 5100	Applied Research Project	3

Master of Public Administration (MPA)

Total Program Requirements 36
Major Requirements... 24
Concentration 12

The Master of Public Administration (MPA) Degree Program is designed to provide students with the knowledge and skills to build strong healthy communities and work effectively and efficiently with private partners and not-for-profit and public sector organizations. The primary purpose of the MPA Program is to prepare graduates for career advancement in public service through student-centered education and real-world case learning that empowers students to problem-solve and appropriately respond with strategic plans in justice administration, and emergency disaster situations.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to analyze problem solving strategies for implementation in public/non-profit agencies.

2. Students will be able to apply ethical principles related to multiculturalism, and gender equity to resolve ethical dilemmas at work.

3. Students will be able to evaluate strategies for managing political budgets for effective decision-making about costs and benefits in the public sector.

4. Students will be able to apply the public policy process to the pragmatic application of policy making models.

Major Requirements 24

Course	Title	Semester Hours
PUA 5301	Administration of Public Institutions	3
PUA 5302	Public Administration Ethics	3
PUA 5303	Organizational Theory	3
PUA 5304	Quantitative Research Methods	3
PUA 5305	Public Finance and Budgeting	3
PUA 5306	Public Policy	3
PUA 5307	Strategic Planning	3
PUA 5308	MPA Seminar	3

Concentration 12

Concentrations enable students to specialize in a related area. The concentration completed by the student is listed on the graduation diploma. For example, if you chose emergency services management as an area in which you wish to concentrate, your diploma would indicate that you earned a Master of Public Administration with a concentration in emergency services management.

General Concentration...12
The General concentration is designed for students to meet their specific educational goals and enhance their career opportunities.

To satisfy the general concentration requirements, students may select any four graduate level courses not used to meet other program requirements; excluding the following courses:

Course	Title	Semester Hours
MBA 6841	Public Budgeting	3
MBA 6851	Administration of Public Institutions	3
MBA 6861	Public Policies	3
MBA 6871	Public Finance and Legislative Procedures	3

Emergency Services Management Concentration......12
The MPA Emergency Services Management concentration is developed for public managers who are interested in the public safety field. Students gain skills for effective and ethical management-level decision-making related to the emergency services management arena. This concentration prepares managers to respond to problems inherent in public organizations which they may face in order to address and minimize risk.

Course	Title	Semester Hours
EMG 6305	Emergency Management, Leadership & Decision Making	3
MSE 5101	Legal Aspects of Emergency Management	3
MSE 5301	Interagency Disaster Management Systems	3
MSE 6301	Risk Management	3

Criminal Justice Administration Concentration...........12
The MPA Criminal Justice Administration concentration is for public managers interested in working in law enforcement and seeking to improve analytical and problem-solving

skills through advanced theory-to-practice training in the field. The MPA CJA concentration prepares public managers for career advancements in agencies such as Homeland Security, Federal Bureau of Investigation, Marshals, and state and local law enforcement agencies.

Course	Title	Semester Hours
MCJ 5135	Theory of Crime and Criminology	3
MCJ 5390	Critical Analysis of Criminal Justice Administration	3
MCJ 6230	Constitutional Law for Criminal Justice	3
MCJ 6530	Critical Analysis of Criminal Justice Public Policy	3

Master of Public Health (MPH)

Total Program Requirements 36
Major Requirements 24
Concentration 12

The Master of Public Health (MPH) program provides a thorough understanding of public health, enabling students to put principles into effect in both research and practical contexts. The individual and teamwork skills acquired will equip students for positions in a variety of public, non-governmental organizations as well as international settings. Emphasis is placed on the core competencies of public health. The purpose of this program is to provide a broad educational background for those already working in the health care field or those interested in pursuing a career in public health.

The MPH program offers a general concentration and a community health education concentration.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will analyze the factors affecting the etiology, incidence, and prevalence of major health problems in populations to develop and implement public health programs.

2. Students will compare and contrast the ethical and legal influences of cultural, socioeconomic, and environmental factors and lifestyle choices as it relates to public health.

3. Students will use research protocol to interpret the statistical significance of epidemiological reports in public health studies.

4. Students will evaluate the impact of economic, social, and political factors on health policy.

Major Requirements   24

Course	Title	Semester Hours
PUH 5301	Public Health Concepts	3
PUH 5302	Applied Biostatistics	3
PUH 5303	Concepts of Epidemiology	3
PUH 5304	Principles of Health Behavior	3
PUH 5305	Concepts of Environmental Health	3
PUH 6301	Public Health Research Methods	3
PUH 6302	Law & Ethics in Public Health	3
PUH 6303	Public Health Administration	3

Concentration   12

Concentrations enable students to specialize in a related area. The concentration completed by the student is listed on the diploma. For example, if you choose Community Health Education as the area in which you wish to concentrate, your diploma would indicate that you earned a Master of Public Health with a concentration in Community Health Education.

General Concentration.. 12
The General concentration is designed for students to meet their specific educational goals and enhance their career opportunities.

To satisfy the general concentration requirements, students may select any four graduate courses not used to meet other program requirements. The following courses may be selected for the general concentration.

Course	Title	Semester Hours
PUH 5306	Public Health Issues in Genetics	3
PUH 5307	Grant Writing in Public Health	3
PUH 6304	Public Health Policy & Management	3
PUH 6305	Problem Solving in Public Health	3

Community Health Education Concentration......... 12
The Community Health Education concentration is designed to equip students to effectively practice as community health educators in a wide range of public health settings.

Course	Title	Semester Hours
CHE 6301	Foundations & Methods in Community Health	3
CHE 6303	Strategies of Health Promotion	3
CHE 6304	Health Program Planning, Implementation & Assessment	3
CHE 6305	Issues and Trends in Community Health	3

College of Business Certificates

Columbia Southern University's certificates are designed to serve the need of matriculated and non-matriculated students interested in developing specific skills and knowledge for personal and/or professional development in their field of study. Certificates are usually credit based, taught by full and part time faculty, depending on the skill, experience, licensing, or certificate required. Certificates normally align with existing curricula and are offered at the Undergraduate and Graduate level.

Note: Certificates are not eligible for Federal Student Aid.

UNDERGRADUATE CERTIFICATE OPTIONS

Students complete four undergraduate courses (12 semester hours) to earn an undergraduate certificate.

Undergraduate Certificate in Finance

The undergraduate Finance certificate is designed to give students a basic understanding of financial theory and applications. Upon completion of certificate requirements, students will be able to integrate financial theory and practical tools in the finance industry.

Select 4 courses from the following.

BBA 2301	Principles of Accounting II
BBA 2501	Principles of Microeconomics
BBA 4201	Financial Institutions
BBA 4301	International Finance
BBA 4351	International Economics
BBA 4446	International Legal Operations
BBA 4653	International Trade

Undergraduate Certificate in Hospitality and Tourism

The undergraduate certificate in Hospitality and Tourism is designed to give students foundational knowledge of the tourism industry. Upon completion of certificate requirements, students will be able to examine best practices to support trends within the Hospitality and Tourism industry.

Select 4 courses from the following.

BHM 3010	Introduction to Hospitality
BHM 3020	Introduction to Tourism
BHM 3890	Accounting for Hospitality & Tourism
BHM 4100	Facilities Management and Design in Hospitality & Tourism
BHM 4300	Legal Aspects of Hospitality and Tourism
BHM 4400	Resort Management & Operation
BHM 4680	Marketing for Hospitality & Tourism

Undergraduate Certificate in Human Resource Management

The undergraduate certificate in Human Resources is designed to give students the information necessary to understand the Human Resources industry. Upon completion of certificate requirements, students will be able to utilize Human Resource concepts to develop solutions within an organization.

Select 4 courses from the following.

BCJ 4385	Workplace Security
BHR 3301	Compensation and Benefits
BHR 3551	Human Relations & Development
BHR 3565	Employment Law
BHR 4350	Collective Bargaining
BHR 4501	International Human Resource Management
BHR 4601	Staffing Organizations

Undergraduate Certificate in International Management

The undergraduate certificate in International Management provides students with an understanding of global management issues. Upon completion of certificate requirements, students will be able to analyze ethics and social responsibility in response to global management problems.

Select 4 courses from the following.

BBA 2551	Inter-Cultural Management
BBA 4301	International Finance
BBA 4351	International Economics
BBA 4426	International Management
BBA 4446	International Legal Operations
BBA 4653	International Trade
BHR 4501	International HR Management

Undergraduate Certificate in Management

The undergraduate certificate in Management gives students a broad foundation of business communications and project production in the field of management studies. Upon completion of certificate requirements, students will apply foundational management principles to decision-making and product production.

Select 4 courses from the following.

BBA 2026	Organizational Communications
BBA 3451	Organizational Theory and Behavior
BBA 3826	Managerial Decision Making
BBA 4126	Project Planning
BBA 4426	International Management
BBA 4851	Production Management
BHR 4601	Staffing Organizations

Undergraduate Certificate in Marketing

The undergraduate certificate in Marketing helps students to develop the knowledge, analytical skills, and creativity needed to excel in the Marketing industry. Upon completion of certificate requirements, students will be able to apply basic research designs to research in marketing.

Select 4 courses from the following.

ITC 4310	Web Design and Development
MAR 2251	Internet Marketing Principles
MAR 3211	Consumer Behavior
MAR 3231	Strategic Marketing
MAR 3271	Advertising
MAR 4625	Direct Marketing

Undergraduate Certificate in Project Management

The undergraduate certificate in Project Management gives students the tools needed to integrate complex projects, and achieve cost-effective results. Upon completion of certificate requirements, students will be able to evaluate the key objectives of project management.

Select 4 courses from the following.

BBA 2026	Organizational Communications
BBA 2926	Introduction to Project Management
BBA 3626	Project Management Overview
BBA 3826	Managerial Decision Making
BBA 4126	Project Planning
BBA 4226	Risk Management
BBA 4326	Procurement and Contract Management

Undergraduate Certificate in Sport Management

The undergraduate certificate in Sports Management helps students develop skills and knowledge necessary to succeed in Sport Management. Upon completion of certificate requirements, students will be able to evaluate sport management theory and best practices within a sport organization.

Select 4 courses from the following.

BSM 2701	Sociology of Sport
BSM 2801	Sport Marketing
BSM 3901	Sport Fundraising
BSM 4001	Sport Facilities
BSM 4101	Sport Administration
BSM 4201	Sport Financing
BSM 4301	Sport Legal Liability & Risk Management

GRADUATE CERTIFICATE OPTIONS

Students select four graduate courses (12 semester hours) to earn a graduate level certificate.

Graduate Certificate in Finance

The graduate Finance certificate is designed to give students a basic understanding of international finance functions. Upon completion of certificate requirements, students will be able to apply finance concepts to decision-making in domestic and international contexts.

MBA 6081	Corporate Finance
MBA 6641	International Economics
MBA 6651	International Finance
MBA 6841	Public Budgeting

Graduate Certificate in Health Care Management

The graduate certificate in Health Care Management analyzes the financial, political, legal, and operational aspects of a healthcare facility and explores the development of health care industry and health care delivery in the United States. Upon completion of certificate requirements, (1) students will be able to analyze legal issues in health care delivery such as negligence, professional liability, patient rights and responsibilities, and malpractice.; (2) Students will be able to evaluate managerial, organizational and leadership concepts that impact health care managers.

MHA 5001	Health Care Financial Management
MHA 5101	Legal Foundations of Health Care
MHA 5201	Health Resources and Policy Analysis
MHA 6501	Advanced Health Care Management

Graduate Certificate in Human Resource Management

The certificate in Human Resource Management prepares students for management level positions in the field of human resources. Upon completion of certificate requirements, students will be able to evaluate employee recruitment, selection, retention, development, and compensation.

MHR 6401	Employment Law
MHR 6551	Training and Development
MHR 6751	Labor Relations and Collective Bargaining
MHR 6901	Compensation Management

Graduate Certificate in Marketing

The graduate certificate in Marketing helps students develop the research and strategic skills needed to excel in the Marketing industry. Upon completion of certificate requirements, students will be able to utilize basic research designs to develop marketing strategies.

MBA 5841	Strategic Marketing
MBA 5851	Marketing Research
MBA 5861	New Product Marketing
MBA 5871	Business-to-Business Marketing

Graduate Certificate in Project Management

The graduate certificate in Project Management gives students the tools needed to develop strategies and manage complex projects. Upon completion of certificate requirements, students will be able to analyze the fundamentals of developing an effective project management team.

MBA 6931	Project Management Strategy and Tactics
MBA 6941	Managing Project Teams
MBA 6951	Managing Complex Projects
MBA 6961	Project Management

Graduate Certificate in Public Administration

The Public Administration certificate is designed to prepare students with the leadership, policy, research, marketing, finance, and budgeting knowledge they need to succeed in today's competitive business environment. Upon completion of certificate requirements, students will be able to analyze the fundamentals of developing an effective project management team.

MBA 6841	Public Budgeting
MBA 6851	Administration of Public Institutions
MBA 6861	Public Policies
MBA 6871	Public Finances & Legislative Procedures

Doctor of Business Administration

Effective March 13, 2014, the DBA program is no longer offered to new students. Active students who are currently enrolled in the program will continue to have access to the program courses until May 31, 2018. Students enrolled in the program will have to work with their academic advisor to develop a successful plan to complete the program and submit a petition to graduate by this deadline.

Active students must communicate closely with their academic advisor during this transition and program completion period. Students should contact their advisor in the Academic Advising Center as soon as possible at 800.977.8449 ext. 6520.

The Doctor of Business Administration was designed to present new knowledge in expanding and advancing the professional development of practicing managers and professionals in business. Topics include management science and human resource management with an emphasis on critical thinking and research methods in international business, finance and economics.

Doctoral Dissertation

Doctoral Students are required to complete a dissertation that will be approved by and defended before a dissertation committee. The defense may take place "at a distance" and no degree shall be awarded without majority of committee approval. CSU will assist students in the dissemination and publication of their research. Information regarding this capstone doctoral requirement is published in the Dissertation Handbook.

Graduates will successfully complete 61 semester hours outlined below

Required DBA Courses

| Course	Title	Semester Hours
DBA 7000	Doctoral Student Orientation	1
DBA 7035	Business, Government and Society	3
DBA 7180	Managerial Economics and Business Theory	3
DBA 7240	Doctoral Writing and Inquiry into Research	3
DBA 7310	Statistics for Business and Research	3
DBA 7420	Organizational Behavior and Comparative Management	3
DBA 7553	Human Resource Management	3
DBA 7632	Business Ethics and Corporate Responsibility	3

DBA 8149	Business Research Methods	3
DBA 8230	Marketing Research and Competitive Strategy	3
DBA 8341	Corporate Finance	3
DBA 8475	Operations and Supply Chain Management	3
DBA 8552	Management Accounting and Control Systems	3
DBA 8671	Technology and Innovation Management	3
DBA 8710	International Business and Global Strategy	3
DBA 8758	Negotiations and Business Strategy	3

Option 1: Dissertation

DBA 9101	Comprehensive Exams	2
DBA 9306 A	Dissertation—Concept Paper	3
DBA 9306 B	Dissertation—Methodology /Ethics	3
DBA 9306 C	Dissertation—Proposal	3
DBA 9306 D	Dissertation—Manuscript	3
DBA 9410	Dissertation—Defense	1

Option 2: Research Project

DBA 8800	Organizational Psychology	3
DBA 9201	Comprehensive Review	2
DBA 9406 A	Project—Concept Paper	3
DBA 9406 B	Project—Methodology/Ethics	3
DBA 9406 D	Project—Report	3
DBA 9510	Project—Defense	1
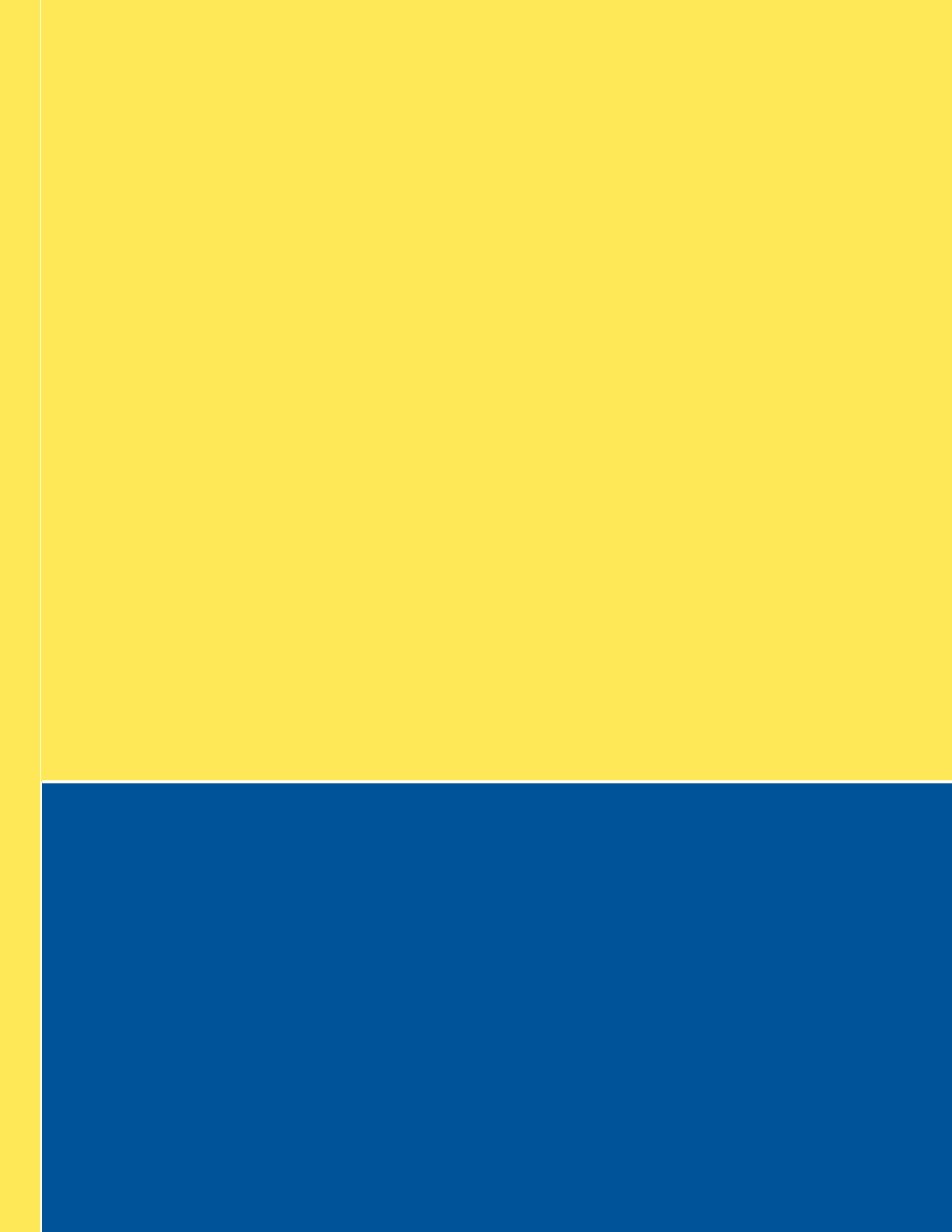
IX. College of Safety & Emergency Services

Associate of Science in Criminal Justice

Total Program Requirements 60
General Education Requirements...21*
Major Requirements 18
Electives..21

The Associate of Science Degree in Criminal Justice prepares entry-level professionals from diverse backgrounds in the theoretical foundations, knowledge, skills, and practices of criminal justice operations. This study enables students to develop rational decisions and informed responses to challenges facing law enforcement, corrections, and court operations as well as criminology characteristics of juvenile delinquency and the influence on criminal justice policies and procedures. Additionally this study provides students with a working comprehension of Constitutional and criminal law in contrast to judicial process. Students completing this program will be prepared for entry-level positions in local, state, and federal criminal justice programs including law enforcement, corrections, probation and parole, court operations, and related fields in security. This program promotes a commitment to continued scholarship and service among graduates as future members of the criminal justice profession in a manner that remains conducive to enhancing professionalism in a diverse community.

To achieve the objective of this program, the following learning outcomes have been established:

1.   Students will be able to evaluate the three main components of a Criminal Justice system, to include theoretical foundations, and their interrelationship to societal values, norms, and more.

2.   Students will be able to evaluate the roles and challenges of juvenile justice agencies.

3.   Students will be able to examine the psychology of crime and its interrelationship to the development of the criminal lifestyle.

4.   Students will be able to explain the interdependence between applicable laws and best practices and the code of criminal procedure and judicial processes.

General Education Requirements   21

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts	6
Social and Behavioral Sciences / History	3
Natural Sciences	6
Mathematics..	3
English Composition	3

*Minnesota residents should see the General Education section of this catalog which specifies requirements for that state. The additional General Education requirements for Minnesota residents will reduce the hours of electives required in this program. Students are encouraged to speak with their academic advisor.

Major Requirements   18

Course	Title	Semester Hours
BCJ 2001	Theory & Practices of Law Enforcement	3
BCJ 2002	Theory & Practices of Corrections	3
BCJ 2201	Juvenile Delinquency	3
BCJ 2501	Criminology	3
BCJ 3601	Criminal Law	3
BCJ 3301	Judicial Process	3

Electives   21

Students may select electives from courses not used to meet other requirements.

Completion of Columbia Southern University's Associate of Science in Criminal Justice degree program does not guarantee that a graduate will meet all requirements and/or qualifications to become a peace officer, law enforcement professional, or corrections officer at the international, national, state, or local level. Students are encouraged to research licensing and job requirements to insure that he or she will be prepared for their desired career path.

Associate of Science in Fire Science

Total Program Requirements 60
General Education Requirements.....................................21*
Major Requirements 18
Electives..21

The Associate of Science in Fire Science builds a strong foundation of the essentials needed to work in the fire industry, while also allowing for a better understanding of rudimentary technical skills. By incorporating a comprehensive curriculum of fire prevention and fire protection, the Associate of Science in Fire Science degree takes a multi-professional approach to policy integration and academic preparation in specialized fire service equipment and apparatus applications. This degree will appeal to those students who desire to become firefighters, as well as those currently employed in the field looking to advance their knowledge base.

Fire and Emergency Services Higher Education (FESHE) recognized through the U. S. Fire Administration's National Fire Academy (NFA).

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to discuss the impact of the history of Fire Service as it relates to current industry trends.
2. Students will be able to analyze effective fire prevention methods utilized in fire science organizations and the community.
3. Students will be able to apply effective fire protection practices and strategies to various scenarios.
4. Students will be able to evaluate the principles of fire chemistry, fire behavior, and safety practices in the fire service industry.

General Education Requirements   21

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences / History 3
Natural Sciences 6
Mathematics 3
English Composition 3

Minnesota residents should see the General Education section of this catalog which specifies requirements for that state. The additional General Education requirements for Minnesota residents will reduce the hours of electives required in this program. Students are encouraged to speak with their academic advisor.

Major Requirements   18

Course	Title	Semester Hours
FIR 2301	Principles of Fire and Emergency Services	3
FIR 2302	Principles of Fire and Emergency Services Safety and Survival	3
FIR 3303	Introduction to Fire Prevention	3
FIR 3301	Fire Behavior & Combustion	3
FIR 3302	Building Construction for Fire Protection	3
FIR 3305	Fire Protection Structures & Systems	3

Electives   21

Students may select electives from courses not used to meet other requirements.

Associate of Science in Occupational Safety and Health

Total Program Requirements 60
General Education Requirements...21 *
Major Courses 18
Electives..21

The Associate of Science in Occupational Safety and Health degree will provide students with a flexible, relevant, and current curriculum, including opportunities for students to

demonstrate a depth and breadth of knowledge in safety and health theory and technology necessary to function at the safety and health technician level in the industry.

CSU's occupational safety and health degree programs meet the educational requirements mandated by the Board of Certified Safety Professionals for the Associate Safety Professional designation (ASP) and the Certified Safety Professional designation (CSP).

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to apply safety and health related theory and technology to real world situations.
2. Students will be able to explain basic workplace hazard analysis and control technologies and processes.
3. Students will be able to identify laws, regulations, and standards that apply to the field of occupational safety and health.
4. Students will be able to examine the role of the safety and health technician within the organization and industry.

General Education Requirements   21

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences / History 3
Natural Sciences 6
Mathematics 3
English Composition 3

Minnesota residents should see the General Education section of this catalog which specifies requirements for that state. The additional General Education requirements for Minnesota residents will reduce the hours of electives required in this program. Students are encouraged to speak with their academic advisor.

Major Requirements   18

Course	Title	Semester Hours
BOS 3001	Fundamentals of OSH	3
BOS 3125	Hazardous Materials Management	3
BOS 3401	Construction Safety	3
BOS 3525	Legal Aspects of Safety and Health	3
BOS 3640	Interactions of Hazardous Materials	3
FIR 3303	Introduction to Fire Prevention	3

Electives   21

Students may select electives from courses not used to meet other requirements.

Bachelor of Science in Criminal Justice Administration

Total Program Requirements 120
General Education Requirements 36
Major Requirements...36
Electives.. 36-48
Concentration 12

The Bachelor of Science Degree in Criminal Justice Administration prepares entry-level and seasoned professionals from diverse backgrounds in the theoretical foundations, knowledge, skills, and practices of criminal justice administration inclusive of law enforcement, courts, and corrections. This study enables students to develop rational decisions and informed responses to the daily challenges one faces in law enforcement, courts, and corrections operations. Additionally, the program prepares students for entrance into concentrated areas of criminal justice in master degree programs or related disciplines. This program promotes a commitment to continued scholarship and service among graduates as future and continuing members of law enforcement, courts, and corrections initiatives in a manner that remains conducive to enhancing professionalism in a diverse community.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to evaluate the impact of criminal justice theories and practices in a diverse society.
2. Students will be able to examine the interrelationship amongst courts, corrections, and law enforcement.
3. Students will be able to analyze the different ways civil and criminal laws influence outcomes of the criminal justice system.
4. Students will be able to evaluate the impact of the U.S. Constitution and Bill of Rights on federal, state, and local laws.

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics... 3
History.. 6
English Composition 6

Major Requirements   36

Major Requirements—Group A 30

Course	Title	Semester Hours
BCJ 2001	Theory and Practices of Law Enforcement	3
BCJ 2002	Theory and Practices of Corrections	3
BCJ 3301	Judicial Process	3
BCJ 3601	Criminal Law	3
BCJ 3701	Criminal Investigation	3
BCJ 3801	Criminal Evidence and Legal Issues	3
BCJ 3950	Constitutional Law for Criminal Justice	3
BCJ 4101	Police and Community Relations	3
BCJ 4301	Supervision of Criminal Justice Personnel	3
BCJ 4701	Criminal Justice Organization and Administration	3

Major Requirements—Group B 6
Select 2 courses from the following.

BBA 3651	Leadership	3
BCJ 2000	Introduction to Criminal Justice	3
BCJ 3150	Probation & Parole	3
BCJ 4001	Procedures in the Justice System	3
BCJ 4201	Race and Ethnic Relations	3
BCJ 4385	Workplace Security	3
BCJ 4601	Criminal Justice Current Topics	3
FIR 4313	Terrorism Incident Management & Emergency Procedures	3

Electives   36-48

Students may select electives from courses not used to meet other requirements. If a concentration is completed, only 36 credit hours of electives are required.

Students must take into consideration the 36 credit hour upper division requirement when selecting courses. Please consult your advisor for more information.

Arson Investigation Concentration................................ 12

The Arson Investigation concentration provides the academic foundation for technical and scientific skills needed in the development of highly qualified investigators. Students will acquire knowledge and experience from expert field practitioners on a variety of topics and skills in forensics, evidence collection, analysis, and fire behavior and combustion. Graduates will be equipped to meet the requirements and demands of the arson investigation field.

Course	Title	Semester Hours
FIR 3301	Fire Behavior and Combustion	3
FIR 4305	Fire Investigation and Analysis	3
FIR 4314	Crime Scene, Forensics, and Evidence Collection	3
FIR 4315	Fire Investigation Technician	3

Completion of Columbia Southern University's Bachelor of Science in Criminal Justice degree program does not guarantee that a graduate will meet all requirements and/or qualifications to become a peace officer, law enforcement professional, or corrections officer at the international, national, state, or local level. Students are encouraged to research licensing and job requirements to insure that he or she will be prepared for their desired career path.

Bachelor of Science in Emergency Medical Services Administration

Total Program Requirements... 120
General Education Requirements 36
Major Requirements 36
Electives..48

The Bachelor of Science Degree in Emergency Medical Services (EMS) Administration presents the academic foundations for leadership and administration of EMS organizations. With a curriculum of Leadership in EMS Systems, EMS Planning and Development, and Risk Management Practices in EMS, the BS in Emergency Medical Services Administration program takes a multi-professional approach to the administration of EMS organizations. This field of study also encompasses legal, political, and regulatory frameworks in EMS settings as well as a study of employee safety and healthy work environments. Students earning a bachelor degree in Emergency Medical Services Administration will embark on an educational path of professional development to become leaders in the profession.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to analyze systems development and operations principles in Emergency Medical Services.

2. Students will be able to evaluate personnel management and staffing models in Emergency Medical Services systems.

3. Students will be able to implement operating budgets for emergency and non-emergency transport Emergency Medical Services systems.

4. Students will be able to summarize legal and regulatory guidelines in Emergency Medical Services systems.

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics..3
History...6
English Composition 6

Major Requirements   36

Course	Title	Credit Hours
EMS 3302	EMS Planning and Development	3
EMS 3303	EMS Operations and Personnel Management	3
EMS 3304	Foundations in EMS Education	3
EMS 3305	Risk Management Practices in EMS	3
EMS 3306	EMS Communications	3
EMS 4301	Finance of Emergency Medical Service Systems	3
EMS 4302	Leadership in EMS Systems	3
EMS 4303	Legal, Political and Regulatory Environment of Emergency Medical Service Systems	3
EMS 4304	Community Risk Reduction in EMS	3
EMS 4305	EMS Public Information and Community Relations	3
EMS 4306	Public Health Emergencies	3
EMS 4320	EMS System Design Project (Capstone)	3

Electives   48

Students may select electives from courses not used to meet other requirements.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Bachelor of Science in Environmental Management

Total Program Requirements 120
General Education Requirements 36
Major Requirements 36
Electives..48

The Bachelor of Science in Environmental Management degree will provide students with a flexible, relevant and current curriculum that will include opportunities for students to demonstrate a depth and breadth of knowledge in environmental theory and technology necessary to function at the environmental professional level in the industry.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to apply theory and technology in dealing with and addressing environmental issues.

2. Students will be able to investigate mitigation or remediation strategies for environmental hazards.

3. Students will be able to evaluate environmentally based, best management practices.

4. Students will be able to collaborate with others in their respective organizations in dealing with environmental issues.

General Education Requirements 36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics..3
MAT 1302, Algebra I or higher is required.
History...6
English Composition 6

Major Requirements 36

Major Requirements—Group A 30

Course	Title	Semester Hours
BEM 3101	Assessing Environmental Science	3
BEM 3001	Environmental Law	3
BEM 3201	Environmental Assessment	3
BEM 3501	Air Quality	3
BEM 3601	Waste Management	3
BEM 3701	Hazardous Waste Management	3
BEM 4001	Pollution Prevention	3
BOS 3551	Environmental Issues	3
BOS 3640	Interactions of Hazardous Materials	3
BOS 4201	Toxicology	3

Major Requirements—Group B 6

Select 2 courses from the list below or any two 3000 to 4000 BEM, FIR, or OSH Courses

BBA 3651	Leadership	3
BEM 4301	Environmental Strategies	3
BEM 4351	Environmental Technology	3
BOS 3651	Total Environmental, Health & Safety Management	3
BOS 3751	Training and Development	3
BOS 4025	OSHA Standards	3
BOS 4301	Industrial Hygiene	3
BOS 4520	Risk Management	3
FIR 4313	Terrorism Incident Management & Emergency Procedures	3

Electives 48

Students may select electives from courses not used to meet other requirements.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Bachelor of Science in Fire Administration

Total Program Requirements 120
General Education Requirements 36
Major Requirements 36
Electives.. 36-48
Concentration 12

The Bachelor of Science Degree in Fire Administration presents the academic foundations for leadership and administration of fire service organizations. With a curriculum of advanced fire administration, community risk reduction, and firefighter safety, the BS in Fire Science program takes a multi-professional approach to administration of fire organizations and human resources management, and includes an analysis of strategic and tactical foreground considerations. This field of study also encompasses legal frameworks to applied fire service settings as well as a study of employee safety and healthy work environments. Students earning a bachelor degree in Fire Science will embark on an educational path of professional development to become leaders in the profession.

Fire and Emergency Services Higher Education (FESHE) recognized through the U. S. Fire Administration's National Fire Academy (NFA).

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to evaluate industry standard administrative techniques related to organizational management in fire service settings.

2. Students will be able to synthesize community risk reduction methods related to the fire service.

3. Students will be able to compare and contrast cultural human behavior that can affect fire science organizations.

4. Students will be able to analyze various principles of fire chemistry and fire dynamics and their impacts on emergency situations.

General Education Requirements 36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics..3
History...6
English Composition 6

Major Requirements   36

Course	Title	Semester Hours
FIR 2301	Principles of Fire and Emergency Services	3
FIR 2302	Principles of Fire and Emergency Services Safety and Survival	3
FIR 3301	Fire Behavior and Combustion	3
FIR 3302	Building Construction for Fire Protection	3
FIR 3303	Introduction to Fire Prevention	3
FIR 3305	Fire Protection Structures and Systems	3
FIR 3306	Fire Prevention Organization & Management	3
FIR 3307	Community Risk Reduction for the Fire and Emergency Services	3
FIR 4301	Political and Legal Foundations of Fire Protection	3
FIR 4302	Fire Service Personnel Management	3
FIR 4303	Fire and Emergency Services Administration	3
FIR 4308	Applications in Fire Research	3

Electives   36-48

Students may select electives from courses not used to meet other requirements. If a concentration is completed, only 36 credit hours of electives are required.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Fire Investigation Concentration.......................................12

The Fire Investigation concentration provides the academic foundation for technical and scientific skills for development of highly qualified investigators. Students will acquire knowledge and experience from expert field practitioners on a variety of topics and skills in forensics, evidence collection, analysis, and criminal law. Graduates will be equipped to meet the requirements and demands of the fire investigation field.

Course	Title	Semester Hours
BCJ 3601	Criminal Law	3
FIR 4305	Fire Investigation and Analysis	3
FIR 4314	Crime Scene, Forensics, and Evidence Collection	3
FIR 4315	Fire Investigation Technician	3

Bachelor of Science in Homeland Security

Total Program Requirements... 120	
General Education Requirements 36	
Major Requirements...36	
Electives..48	

The Bachelor of Science degree in Homeland Security presents an academic foundation which will allow graduates to lead efforts to achieve a safe, secure, and resilient homeland. This program provides students with the knowledge to counter terrorism and enhance our national security; secure and manage our borders; enforce and administer our immigration laws; protect cyber networks and critical infrastructure; and ensure resilience from disasters. By the end of the program, students will have the ability to provide essential support to national and economic security and the homeland security enterprise.

Students who earn this degree may pursue positions in homeland security, law enforcement, emergency management, information security, business continuity, crisis management, and other public or private security roles.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to analyze the historical impact of terrorism on current and future terrorism incidents.
2. Students will be able to assess the capabilities of Weapons of Mass Destruction (WMD) to determine counteraction strategies.
3. Students will be able to evaluate homeland security methodologies to develop best practices.
4. Students will be able to contrast tactical response options with available resources to determine jurisdictional procedures

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6	
Social and Behavioral Sciences 9	
Natural Sciences 6	
Mathematics...3	
History..6	
English Composition 6	

Major Requirements   36

Course	Title	Credit Hours
BCJ 2000	Introduction to Criminal Justice	3
CYB 4301	Cyber Security and Crime	3
CYB 4303	Critical Infrastructure Protection	3
HLS 2301	Introduction to Terrorism	3
HLS 3301	Weapons of Mass Destruction	3
HLS 3302	American Homeland Security	3
HLS 3303	Terrorism Response Operations	3
HLS 3304	Ethical and Legal Issues in HLS	3
HLS 3305	Disaster Planning and Management	3
HLS 3306	Homeland Security Technology	3
HLS 4301	Preparedness and Response Partners	3
HLS 4320	Homeland Security Capstone	3

Electives   48

Students may select electives from courses not used to meet other requirements.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Bachelor of Science in Information Systems Security

Total Program Requirements *120*
General Education Requirements 36
Major Requirements 36
Electives...36
Concentration 12

The Bachelor of Science in Information Systems Security is designed for individuals to gain experience in systems analysis, programming, web development, networking, databases, and IT infrastructures. This online degree plan prepares individuals to develop applications, implement databases, maintain networks, and create websites with security as a focal point. The security core focuses on application security, intrusion detection systems, IS auditing, and IS disaster recovery. The program offers concentrations in cyber security, cyber forensics and homeland security.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to identify the potential threats/risks/ weaknesses in the IT infrastructure.

2. Students will develop a strong foundation in business and management theory and practices and be able to apply this foundational knowledge to solving ISS problems.

3. Students will demonstrate a working knowledge of security practices to optimize information assurance.

4. Students will demonstrate a knowledge of current legal requirements for information and system security.

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics...3
   MAT 1302, Algebra I or higher is required.
History...6
English Composition 6

Major Requirements   36

Course	Title	Credit Hours
CYB 4301	Cyber Security and Crime	3
CYB 4302	Cyber Warfare and Application	3
CYB 4303	Critical Infrastructure Protection	3
FRN 4301	Principles of Digital Forensics	3
ITC 4313	IT Ethics and Professionalism	3
ITC 4390	Internet and Network Security**	3
SEC 3301	Security Application Development	3
SEC 3302	Advanced IS Security	3
SEC 4301	IS Disaster Recovery	3
SEC 4302	Planning and Audits	3
SEC 4303	IS Security Policy Analysis	3
SEC 4320	IS Security Capstone	3

Electives   36

Students may select electives from courses not used to meet other requirements. If a concentration is completed, only 36 credit hours of electives are required.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Concentration   12

Concentrations enable students to specialize in a related area. The concentration completed by the student is listed on the graduation diploma. Students must select one of the following concentrations as part of the Information Systems Security program.

General Concentration 12

The General concentration is designed for students to meet their specific educational goals and enhance their career opportunities.

To satisfy the general concentration requirements, students may select any four undergraduate courses not used to meet other program requirements.

Homeland Security Concentration.................................12

Course	Title	Credit Hours
HLS 2301	Introduction to Terrorism	3
HLS 3301	Weapons of Mass Destruction	3
HLS 3302	American Homeland Security	3
HLS 3303	Terrorism Response Operations	3

Bachelor of Science in Information Technology

Total Program Requirements 120
General Education Requirements 36
Major Requirements...36
Electives..48

The Bachelor of Science in Information Technology degree is designed for individuals who wish to integrate the different disciplines of information technology within a business applications context. The program is concerned with the development, maintenance, management and study of computer-based information technology systems in organizations. This online degree program includes extensive training in the application of recordable information and knowledge along with the services and technologies to facilitate their management and use. Students entering this program are not required to have a background knowledge within the information technology sector, as courses cover the key concepts of information technology, including providing a foundational base knowledge to begin the program, in addition to an examination of information systems management, and interpersonal and organizational communications. Graduates of this program will be able to create, maintain and provide information technology and business related solutions in banking, government, academia, legal and judicial systems, the military, or any entry-level management position.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to identify characteristics of computer systems and software applications.

2. Students will be able to explain the implementation process of design and development of Information Technology.

3. Students will be able to apply decision-making skills concerning Information Technology issues using theory and practice.

4. Students will be able to identify Information Technology software application problems.

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics..3
   MAT 1302, Algebra I or higher is required.
History..6
English Composition 6

Major Requirements   36

Course	Title	Semester Hours
BBA 3331	E-Commerce	3
BBA 3551	Information Systems Management	3
ITC 3001	Personal Computer Fundamentals	3
ITC 3450	Introduction to Data Communication**	3
ITC 3840	Maintaining Microcomputer Systems	3
ITC 4010	System Analysis and Design**	3
ITC 4150	Database Design and Implementation**	3
ITC 4210	Programming Concepts and Problem Solving I	3
ITC 4310	Web Design and Development	3
ITC 4390	Internet and Network Security**	3
ITC 4760	Information Technology Evaluation and Implementation I	3
ITC 4780	Information Technology Evaluation and Implementation II **	3

** *Each of these courses requires a prerequisite.*

Electives   48

Students may select electives from courses not used to meet other requirements.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Bachelor of Science in Occupational Safety and Health

Total Program Requirements.. 120
General Education Requirements 36
Major Requirements...36
Electives.. 36-48
Concentration 12

The Bachelor of Science in Occupational Safety and Health degree will provide students with a flexible, relevant and current curriculum that will include opportunities for students to demonstrate a depth and breadth of knowledge in safety and health theory and technology necessary to function at the safety and health professional level in the industry.

CSU's occupational safety and health degree programs meet the educational requirements mandated by the Board of Certified Safety Professionals for the Associate Safety Professional designation (ASP) and the Certified Safety Professional designation (CSP).

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to apply safety and health related theory and technology.

2. Students will be able to analyze workplaces to identify occupational hazards.

3. Students will be able to formulate solutions to control occupational hazards.

4. Students will be able to collaborate with others in their respective organizations to minimize occupational hazards.

General Education Requirements   36

Please refer to the General Education Curriculum section in this catalog for a list of courses that satisfy the General Education requirements in each area below.

Humanities and Fine Arts 6
Social and Behavioral Sciences 9
Natural Sciences 6
Mathematics...3
   MAT 1302, Algebra I or higher is required.
History..6
English Composition 6

Major Requirements   36

Major Requirements—Group A 30

Course	Title	Semester Hours
BOS 3001	Fundamentals of OSH	3
BOS 3525	Legal Aspects of Safety and Health	3
BOS 3401	Construction Safety	3
BOS 3701	Industrial Ergonomics	3
BOS 3640	Interactions of Hazardous Materials	3
BOS 3651	Total Environmental, Health, and Safety Management	3
BOS 4025	OSHA Standards	3
BOS 4301	Industrial Hygiene	3
BOS 4201	Toxicology	3
FIR 3303	Introduction to Fire Prevention	3

Major Requirements—Group B 6

Select 2 courses from the following.

BBA 3651	Leadership	3
BOS 3125	Hazardous Materials Management	3
BOS 4601	Accident Investigation	3
BOS 4520	Risk Management	3
BOS 4010	Safety Supervisor	3
BOS 3301	Fleet Safety	3
BOS 3751	Training and Development	3

Electives   36-48

Students may select electives from courses not used to meet other requirements. If a concentration is completed, only 36 credit hours of electives are required.

Students must take into consideration the 36 semester hour upper division requirement when selecting courses. Please consult your advisor for more information.

Fire Science Concentration...12

Select 4 courses from the following.

Course	Title	Credit Hours
FIR 2301	Principles of Fire and Emergency Services	3
FIR 3311	Legal Aspects of Fire Protection	3
FIR 4311	Fire Prevention & Code Enforcement	3
FIR 4312	Management of Fire Incident Command Systems	3
FIR 4305	Fire Investigation & Analysis	3
FIR 4313	Terrorism Incident Management & Emergency Procedures	3

Master of Science in Criminal Justice Administration

Total Program Requirements 36
   Major Requirements.......... …………………………………36

The Master of Science degree in Criminal Justice Administration provides post-baccalaureate education to criminal justice professionals from various backgrounds enhancing their ability to analyze, comprehend, and resolve complex problems confronting the criminal justice system in a diverse community today. Court operations, corrections facilities, and law enforcement agencies actively encourage officers and other personnel to pursue criminal justice degrees as a means of gaining advanced training, improved salaries, and prestige in the field. Increasingly, federal, state, and local criminal justice operations employing criminal justice personnel, including law enforcement officers, corrections officers, and court personnel require college degrees as a condition of employment with promotion into higher-ranking leadership positions depending upon advanced degrees. This program promotes a commitment to continued scholarship and service among graduates as professional members of the Criminal Justice System thereby enhancing professionalism in a diverse community.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to explain how criminal justice theories and technologies impact the commission and solution of crime.

2. Students will be able to evaluate criminal justice strategies, policies, and procedures to determine best practices.

3. Students will be able to analyze research methodologies, training, and development techniques that result in effective management of criminal justice programs.

4. Students will be able to examine causes, methods, and criminal justice agency counteractions to terrorism.

Major Requirements 36

Course	Title	Credit Hours
MBA 6841	Public Budgeting	3
MCJ 5078	Computer Applications for Criminal Justice Administration	3
MCJ 5135	Theory of Crime and Criminology	3
MCJ 5390	Critical Analysis of Criminal Justice Administration	3
MCJ 5460	Juvenile Justice Administration and Delinquency	3
MCJ 5532	Research Methods in Criminal Justice Administration	3
MCJ 6150	Training and Development in Criminal Justice	3
MCJ 6230	Constitutional Law for Criminal Justice	3
MCJ 6257	Criminal Courts and Professional Ethics	3
MCJ 6374	Special Topics in Criminology and Criminal Justice	3
MCJ 6453	Global Terrorism	3
MCJ 6530	Critical Analysis of Criminal Justice Public Policy	3

Master of Science in Emergency Services Management

Total Program Requirements 36
Major Requirements...36

The Master of Science in Emergency Services Management emphasizes the development of managerial and communication skills which students will need when operating within the field. The curriculum presents a comprehensive foundation of the disaster cycle, as well as establishes a broad basis for the background, components, stakeholders, and systems involved in the management of disasters and other man-made or natural emergencies.

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to analyze the theoretical and practical concepts surrounding the disaster cycle within the emergency services field.
2. Students will be able to apply best practices to real-world situations involving management in emergency services management.
3. Students will be able to analyze the inter-organizational roles required within emergency management legal constructs.
4. Students will demonstrate effective emergency management communications using a variety of media.

Major Requirements 36

Course	Title	Semester Hours
MCJ 6374	Special Topics in Criminology	3
MCJ 6453	Global Terrorism	3
MHS 5201	Weapons of Mass Destruction	3
MOS 5425	Advanced Toxicology	3
MOS 5640	Advanced Interactions of Hazardous Materials	3
MOS 6801	Emergency Management	3
MSE 5101	Legal Aspects of Emergency Services Management	3
MSE 5201	Advanced Fire Administration	3
MSE 5301	Interagency Disaster Management	3
MSE 6201	Homeland Security	3
MSE 6301	Risk Management	3
MSE 6701	Case Studies in Natural and Man Made Disasters	3

Master of Science in Occupational Safety and Health

Total Program Requirements 36
Major Requirements...24
Concentration 12

The Master of Science in Occupational Safety and Health degree will provide students with a relevant and current curriculum that will include opportunities for students to demonstrate a depth and breadth of knowledge in safety and health theory and technology necessary to lead and oversee the occupational safety and health efforts of a medium to large organization.

CSU's occupational safety and health degree programs meet the educational requirements mandated by the Board of Certified Safety Professionals for the Associate Safety Professional designation (ASP) and the Certified Safety Professional designation (CSP).

To achieve the objective of this program, the following learning outcomes have been established:

1. Students will be able to manage occupational safety and health efforts within an organization.
2. Students will be able to provide expert input and consultation in safety and health related matters.
3. Students will be able to manage workplace analysis and hazard prevention and control processes.
4. Students will be able to serve as an advocate for occupational safety and health.

Major Requirements 24

Course	Title	Semester Hours
MBA 5652	Research Methods	3
MHR 6551	Training and Development	3
MOS 5101	Safety and Accident Prevention	3
MOS 5201	Safety Engineering	3
MOS 5301	Fire Protection Technology	3
MOS 5425	Advanced Toxicology	3
MOS 6301	Advanced Industrial Hygiene	3
MOS 6701	Advanced Ergonomics	3

Students may select either the Occupational Safety and Health or the Environmental Management concentration.

Concentrations 12

Concentrations enable students to specialize in a related area. The concentration completed by the student is listed on the graduation diploma. Students must select one of the following concentrations as part of the Occupational Safety and Health program.

General Concentration 12

The General concentration is designed for students to meet their specific educational goals and enhance their career opportunities.

Course	Title	Semester Hours
MBA 6301	Business Ethics	3
MOS 5525	ISO 14000	3
MOS 6625	System Safety Engineering	3
MOS 6801	Emergency Management	3

Environmental Management Concentration 12
The Master of Science in Occupational Safety and Health degree with an environmental management concentration will provide students with a relevant and current curriculum that will include opportunities for students to demonstrate a depth and breadth of knowledge in environmental safety and health theory and technology necessary to lead and oversee the occupational safety and health and environmental compliance efforts of a medium to large organization.

The Board of Certified Safety Professionals (BCSP) will recognize CSU degrees for the application process under both the Associate Safety Professional designation and the Certified Safety Professional designation. For additional information about this certification, please see the BCSP website

Course	Title	Semester Hours
MEE 5801	Industrial & Hazardous Waste Management	3
MEE 5901	Advanced Solid Waste Management	3
MEE 6201	Advanced Pollution Prevention	3
MEE 6501	Advanced Air Quality Control	3

College of Safety and Emergency Services Certificates

Columbia Southern University's certificates are designed to serve the need of matriculated and non-matriculated students interested in developing specific skills and knowledge for personal and/or professional development in their field of study. Certificates are usually credit based, taught by full and part time faculty, depending on the skill, experience, licensing, or certificate required. Certificates normally align with existing curricula and are offered at the Undergraduate and Graduate level.

Certificate Course

A one course certificate is available to enhance the skills and provide the knowledge graduates need to successfully develop, administer, and evaluate occupational safety & health programs. Students are trained not only to recognize occupational hazards, but also to assess their effect on health and to recommend remedial action. Students will examine workplace regulations affecting the industrial hygienist, and will become well versed with enforcement procedures and processes in occupational law and policy development.

Note: Certificate programs are not eligible for Federal Student Aid.

UNDERGRADUATE CERTIFICATE OPTIONS
Students complete four undergraduate courses (12 semester hours) to earn an undergraduate certificate.

Undergraduate Certificate in Fire Science

The undergraduate certificate in Fire Science analyzes the administrative and operational aspects of the fire service. Upon completion of certificate requirements, students will be able to apply key environmental concepts to a variety of disciplines.

Select 4 courses from the following.

FIR 2301	Principles of Fire and Emergency Services
FIR 3311	Legal Aspects of Fire Protection
FIR 4311	Fire Prevention & Code Enforcement
FIR 4312	Management of Fire Incident Command Systems
FIR 4305	Fire Investigation and Analysis
FIR 4313	Terrorism Incident Management and Emergency Procedures

Undergraduate Certificate in Environmental Management

This certificate will provide students with the ability to apply key environmental concepts in their jobs presented in their chosen course of study. Upon completion of certificate requirements, (1) students will be able to apply key environmental concepts to a variety of disciplines; (2) students

will be able to analyze effective fire prevention methods utilized in fire science organizations and the community.

Select 4 courses from the following.

BEM 3001   Environmental Law
BEM 3101   Assessing Environmental Science
BEM 3201   Environmental Assessment
BEM 3501   Air Quality
BEM 3601   Waste Management
BEM 3701   Hazardous Waste Management
BEM 4001   Pollution Prevention
BEM 4301   Environmental Strategies
BEM 4351   Environmental Technology

Undergraduate Certificate in Information Technology

The undergraduate certificate in Information Technology provides fundamental knowledge and practical application in Information Technology. Upon completion of certificate requirements, students will be able to apply information technology applications to develop appropriate solutions.

Select 4 courses from the following.

ITC 3001   Personal Computer Fundamentals
ITC 3450   Introduction to Data Communications
ITC 4010   System Analysis and Design
ITC 4150   Database Design and Implementation
ITC 4210   Programming Concepts and Problem Solving I
ITC 4230   Programming Concepts and Problem Solving II
ITC 4310   Web Design and Development

Undergraduate Certificate in Occupational Safety and Health

This certificate program will provide students with the ability to apply key occupational safety and health concepts in their jobs presented in their chosen course of study. Upon completion of certificate requirements, students will be able to apply key occupational safety and health concepts to the workplace.

Select 4 courses from the following.

BOS 3001   Fundamentals of Occupational Safety and Health
BOS 3125   Hazardous Materials Management
BOS 3301   Fleet Safety
BOS 3401   Construction Safety
BOS 3525   Legal Aspects of Safety and Health
BOS 3640   Interactions of Hazardous Materials
BOS 3651   Total Environmental, Health & Safety Management
BOS 3701   Industrial Ergonomics
BOS 4010   Safety Supervisor
BOS 4025   OSHA Standards
BOS 4201   Toxicology
BOS 4301   Industrial Hygiene
BOS 4601   Accident Investigation

Graduate Certificate Options

Students select four graduate courses (12 semester hours) to earn a graduate level certificate.

Graduate Certificate in Environmental Management

This certificate will provide students with advanced environmental concepts. Upon completion of certificate requirements, students will be able to apply advanced environmental concepts in the workplace related to waste management, pollution prevention, and air quality.

MEE 5801   Industrial & Hazardous Waste
MEE 6201   Advanced Pollution Prevention
MEE 5901   Advanced Solid Waste Management
MEE 6501   Advanced Air Quality Control

Graduate Certificate in Occupational Safety and Health

This certificate provides flexible, specialized training to supplement planning, analysis, and decision-making skills for Occupational Safety and Health managers. Upon completion of certificate requirements, students will be able to apply advanced occupational safety and health concepts in their jobs presented in their chosen course of study.

Select 4 courses from the following.

MOS 5101   Safety and Accident Prevention
MOS 5201   Safety Engineering
MOS 5301   Fire Protection Technology
MOS 5425   Advanced Toxicology
MOS 5525   ISO 14000
MOS 6301   Advanced Industrial Hygiene
MOS 6625   System Safety Engineering
MOS 6701   Advanced Ergonomics
MOS 6801   Emergency Management

CERTIFICATE COURSE
Industrial Hygiene Management Certificate

Topics within this certificate course include:

- Introduction to Industrial Hygiene
- Toxicology Review
- Occupational Health Standards
- Airborne Hazards
- Sampling for Airborne Contaminants
- Indoor Air Quality
- Controlling Airborne Hazards
- Occupational Skin Disorders
- Occupational Noise Exposure
- Ionizing and Nonionizing Radiation
- Ergonomics and Temperature Extremes
- Selection and Use of Personal Protective Equipment

X. Course Descriptions

Unless otherwise noted, all courses are 3 semester hours.

AL 2000   American Literature I

Surveys American literature from its beginnings to 1865. Emphasis is placed on the literary, cultural, historical and philosophical forces that shaped these works and that are reflected in them.

Prerequisite— EH 1020 or equivalent

AL 2010   American Literature II

Surveys the emergence of modern American literature from the latter half of the 19th century through the social challenges experienced in the 20th century before and after World Wars I & II, and into the postmodern era that ushered in the 21st century.

Prerequisite—EH 1020 or equivalent

ART 1301 Art Appreciation I

This course presents a diverse array of art works to help students distinguish artistic form, content, and importance in society. Original art works are analyzed through their historic style, elements of design process, and impact on cultural heritage.

ART 1302 Art Appreciation II

Art Appreciation II includes a firm foundation and exploration of art through past and present art concepts, conventions, and functions in the expression of cultural, political, and personal views of the world around us.

BBA 2010 Introduction to Business

Presents the fundamentals of business principles and practices. Business strategies emphasized are decision making and planning, teamwork, technology, and communication. Topics include analysis of the business environment, starting a new business, managing business and employees, marketing, accounting, and finance.

BBA 2026 Organizational Communication

An in-depth study of the communication process as it pertains to modern organizations. Topics include communication responsibilities of managers, strategies involved in the communication process, methods of verbal and nonverbal communication in organizations, inter-cultural and international factors in the communication process, and conflict management.

BBA 2150 Business Mathematics

Presents various ways in which mathematics is utilized in a modern business. Develops basic mathematical operations, equations and percentages, then moves on to business-related math where learners examine mathematics as it is applied to such varied areas as business and retail operations and financial management. Demonstrates procedures to calculate and distribute profit and loss, calculate retail markup and markdown, compute simple and compound interest, compute the maturity value of a bank loan, and calculate the value of annuity funds.

BBA 2201 Principles of Accounting I

This course provides an introduction to business accounting. Topics include accounting concepts and principles, financial statements, internal control design, and accounting for partnerships.

BBA 2301 Principles of Accounting II

Focuses on corporate accounting. Discusses how corporations are structured and formed, with an emphasis on corporate characteristics. Stocks, bonds, notes, purchase investments, and analysis of financial statements are included, as well as an in-depth look at managerial accounting. Statements of cash flow, budgets, and budget management are also examined.

Prerequisite—BBA 2201 or equivalent

BBA 2401 Principles of Macroeconomics

Provides an understanding of macroeconomics as one of the most relevant and interesting subjects to study. Explains how public policy is formed and encourages a greater appreciation for how a modern economy functions. Economics is also emphasized as a practical tool for managerial decision-making.

BBA 2501 Principles of Microeconomics

Introduces economic theory and practice, specifically the economic system of supply and demand. Includes the affect this system has on business and individuals, especially in the making of decisions. Analyzes the foundations of economic reasoning and central key terms, laws, and concepts of economic analysis and understanding.

BBA 2551 Intercultural Management

Presents an overview of the international business with an emphasis on the role of culture. Reviews the practical management functions necessary to develop global vision and management skills. Emphasis is placed on assessing the environment, ethics and social responsibility, communication skills, and formulating business strategies. Presents international business structures and effective leadership skills for today's global economy.

BBA 2651 Leadership

Presents principles of leadership and provides the information necessary to assess leadership styles in both social and work situations, and within a team-based environment. Topics include leadership communication styles, the power of leaders, situational leadership, creativity and leadership, teamwork, motivation,

coaching skills, emotional intelligence, and the impact of leaders on organizational decision-making.

BBA 2926 Introduction to Project Management

This course explores the history and development of project management and general aspects of project management as presented in the project management process framework. This course will provide an overview of the five project management process groups and the nine knowledge areas.

BBA 3201 Principles of Marketing

Introduction to the functions of marketing, building on the influence of social, economic, ethical, legal, and technological forces on marketing activities, and marketing in a socially responsible way around the globe. Features real-world examples that show concepts in action and how marketers address today's marketing challenges.

BBA 3210 Business Law

To excel in business today, business managers must understand and adapt to three major disciplines: law, ethics, and business legal organizations. Students will gain knowledge of contracts, the Uniform Commercial Code, administrative regulations, dispute resolutions modalities, and international business law. Ethical business behavior will be stressed throughout the course. Students will be provided suggested guidelines for being successful and ethical simultaneously. Business legal organizations will be explored providing students a broad overview of shareholder protections, tax implications, and management styles.

BBA 3221 Sales Management

A comprehensive, practical approach to sales management. Emphasis is placed on managing strategic account relationships, team development, diversity in the work force, sales force automation, and ethical issues. Explains various motivation techniques, leadership style and conflict management practices to create managerial decision making techniques in a variety of sales environments.

BBA 3301 Financial Management

Provides an analytical understanding of financial management, and builds upon the fundamental principles of elementary accounting, economic principles, and the interrelationships underlying the techniques and data through which financial decisions are based. Students are presented with a cohesive, interrelated set of content, which merges fundamental principles into problem-solution techniques. Topics include financial analysis and planning, time value of money, and basic security valuation.

BBA 3331 Introduction to E-Commerce

Provides a comprehensive overview of how firms compete in today's environment with a focus on strategic choices and the infrastructures affecting e-commerce including technology, capital, media, and public policy. The strategy formulation process is covered by focusing on its six interrelated decision areas: market opportunity analysis, business models, customer interface, market communications, implementation and metrics, as well as the four infrastructures affecting the strategy process: technology, media, capital, and public policy.

BBA 3351 E-Commerce & Knowledge Management

Examines the concept of knowledge and knowledge management life cycle. Overview of e-business and technical aspects of knowledge management.

BBA 3361 Professionalism in the Workplace

Presents an overview of the challenges associated with workplace expectations regarding business etiquette, appropriate use of technology, and proper attire. Assists students in gaining knowledge of how to appropriately communicate with others and how to effectively deal with conflict, teamwork, and accountability in a fair and ethical manner. Enhances the basic skills necessary for obtaining a job and achieving success in today's challenging economy and increasingly competitive work environment.

BBA 3371 Technology In Customer Relations

This course is an in-depth study of the management of customer relationships through technology and digital communication. Particular topics for the course include customer needs and behavior, formulating strategy, market segmentation, positioning, the introduction of new products, communication and selling. The course utilizes a case study approach in order to incorporate application and practice to theoretical bases.

BBA 3391 Information Technology Cost Analysis

An in-depth study of the economic issues facing technology driven companies. Analyzes properties of the Internet that impact traditional and online businesses; competitive and macro environments affecting Internet firms; and the role of the general manager in creating and maintaining a competitive advantage are presented.

BBA 3451 Organizational Theory & Behavior

Students will gain a basic knowledge of organizational theory, human motivation, emotional intelligence, and workplace behaviors in order to analyze and determine the best methods for improving organizational behavior and related skill sets. This course focuses on the development of organizational theory and behavior and includes the study of a wide range of personality, workplace behavior, and related theories. Knowledge gained is intended for professional and personal application.

BBA 3551 Information Systems Management

A comprehensive overview of the management of information systems and the combination of hardware, software, and people vital to the successful business operation. The strategic role of information systems is examined, as well as the characteristics of computer systems, software applications, programming languages, and relational databases.

BBA 3602 Principles of Management

The course provides a comprehensive understanding of the dynamics involved in managing organizations within the construct of today's global environment. The course provides students with an opportunity to study and discuss the functions and elements of management. Topics include the principles of management as they pertain to leadership, strategic decision making, motivation, goal-framing effects, organizational design and change, perceptions, high-performance teams, and group behavior.

BBA 3620 Managerial Accounting

An introduction to concepts and methods to assist management in the evaluation of the business enterprise and to aid in its planning, organizing, and controlling functions.

Prerequisite— BBA 2201 or equivalent

BBA 3626 Project Management Overview

An introduction to modern project management practices and techniques. Examines current terminology, definitions, and conventions along with the different objectives, roles, and responsibilities of individual project team members.

BBA 3651 Leadership

Presents the importance of leadership in conjunction with various leadership traits, styles, and qualities. Enhances the importance of having a vision, the motivation to lead, social motives in the workplace, levels of morality and values, and the significance of empowerment for effective leadership. Topics include situational leadership, organizational climate, moral dilemmas, personal integrity, servant leadership, participative management, human relations, high-performance teams, diversity, cultural and interpersonal differences, workplace stress, performance management, and organizational change.

BBA 3826 Managerial Decision Making

An overview of the theory of decision-making including the process of rational decision-making and the various problems associated with making rational decisions. Ethics and fairness in decision-making are highlighted, as well as the various ways to improve decision-making both as an individual and as a member of a group.

BBA 4126 Project Planning

Provides the tools to understand, design, and apply systematic project management organization and administration. In addition to learning how to satisfy customer needs, this course will assist students with learning how to apply budgeting concepts, manage production time, invest resources, and create performance specifications designed within defined requirements.

BBA 4201 Financial Institutions

Presents the importance of financial markets and institutions in a global society. Illustrates how financial institutions work for both businesses and the consumer. Broad coverage of different financial institutions in the context of a global society is presented. Includes the role of financial markets in society, financial transactions in a global society, and the commercial banking system.

BBA 4226 Risk Management

A study of problem solving from managerial, consumer, and societal perspectives. Emphasizes both the business managerial aspects of risk management and insurance, as well as the numerous consumer applications of the concept of risk management and insurance transaction.

BBA 4301 International Finance

Explores the newfound importance and excitement of international financial management and highlights the new approaches in this field. Covers the theoretical foundations of international financial decisions, and the extensive applications of the theory to financial practice. The main objective is to develop critical thinking skills regarding the theory and practice of international financial management.

BBA 4326 Procurement & Contract Management

Investigates contracts as a means for individuals and businesses to sell and otherwise transfer property, services, and other rights. Examines the actions winning companies are utilizing to build successful partnerships, manage expectations, and build trust between organizations. Also investigates the contract management process, roles and responsibilities of team members, contracts and legal issues, e-procurement, and contracting methods.

BBA 4351 International Economics

An analysis of contemporary topics in international economics involving international trade, international finance, open market macroeconomics, international trade blocks, labor migration, and capital flows including those resulting from operations of multinational firms.

BBA 4426 International Management

A study of the challenges that confront the managers of organizations and individuals in global settings. This course focuses on the benefits from diversity that exist across international cultures, markets, economics, governments, and organizations. A general overview of the process and effect of internationalization in contemporary business.

BBA 4446 International Legal Operations

An examination of the role of international and comparative law, including the laws governing multinational enterprises; foreign investment; money and banking; and sales of goods, services, labor, intellectual property, transportation, financing, taxation, and disputer settlement. Reviews the most important international organizations, from the Bank of International Settlements to the World Trade Organization.

BBA 4653 International Trade

Provides a solid background of the key factors that influence international trade and the manner in which economic policy affects both trade flows and the nature of economic activity. Relationships between trade and growth, effects of labor and capital movements between countries, and the key factors that influence relative costs between countries are also examined.

BBA 4751 Business Ethics

Provides an introduction to business ethics. Part philosophy and part business, the course covers a diverse range of topics including the important ethical theories of relativism, Utilitarianism and deontology, among others. The concepts of moral decision making and predicting moral judgments are also explored. Additional course topics include ethics in employment, corporate social responsibility, fair businesses practices, corporate governance and legal compliance.

BBA 4851 Production Management

Operations Management is concerned with the production of goods and services in an efficient and effective business operation. The course also addresses the management of resources, the distribution of goods and services to customers, and the analysis of queue systems.

BBA 4951 Business Policy & Strategy

An overview of strategic management. A practical, integrative model of the strategic-management process is introduced.
Basic activities and terms in strategic management are defined, and the benefits of strategic management are presented. Important relationships between business ethics and strategic management are discussed.

BCJ 2000   Introduction to Criminal Justice

Examines the past, present, and future of the American criminal justice system with emphasis on changing philosophies in the American system.

BCJ 2001   Theory & Practices of Law Enforcement

Presents the historical development of law enforcement, organization, administration, and systems of local, state, and federal policing with an emphasis on theories as they relate to practices.

BCJ 2002   Theory & Practice of Corrections

Provides a historical overview of theory and practices of convicted offenders with an emphasis on U.S. corrections, including institutional procedures, relevant technological innovations in security, and future innovation impact.

BCJ 2201   Juvenile Delinquency

Provides a historical overview of the American juvenile justice system from the development of the juvenile court, juvenile jurisdiction, and patterns of delinquency, including gangs, training schools, probation, aftercare, family, school, and related factors as well as intervention strategies.

Prerequisite— BCJ 2001 or equivalent

BCJ 2501   Criminology

Explores the study of crime and crime causation theories, including traditional and modern approaches and emerging technological innovations as well as social policy.

Prerequisite— BCJ 2001 or equivalent

BCJ 3150   Probation & Parole

Examines American probation and parole operations in relationship to state and federal systems. Students study jurisdiction issues, history, the relationship between theory and practice, and contemporary issues confronting probation and parole in America.

BCJ 3301   Judicial Process

Examines the American judiciary in relationship to state and federal criminal justice systems, including court structure, jurisdiction, judge selection, and judicial discretion as well as contemporary issues confronting federal, state, and local courts.

Prerequisite— BCJ 2001 or equivalent

BCJ 3450   Introduction to Court Security

Examines court security in and around our nation's court facilities. Explores how present court security methods involve more than physical structures and high tech security equipment designed to protect the court.

BCJ 3451   Protecting Court Personnel

Describes strategies and methods for ensuring judicial personnel are able to carry out their public charge. In order for the judicial system to serve the general public in a consistent manner, personnel involved in the judicial system must be protected.

BCJ 3452   Physical Security

Examines the organization and management of industry and business security including personnel protection, facility security, major asset protection, risk management, and other issues. Report writing, investigations, prisoner search techniques, prisoner transport, and emergency response training provide career enhancement skills benefiting criminal justice administrators across the globe.

BCJ 3453   Court Security Supervision

Provides an overview of the concepts and key components of the role of criminal justice supervisors and middle managers. Students study inter-personal skills, techniques for working well with others, communication, problem-solving, time management, the hiring process, motivation, and morale.

BCJ 3601   Criminal Law

Provides a study of the nature and foundations of U.S. criminal law. Students focus on evolution of statutory crimes in the United States, analysis of contemporary federal and statutory offenses, criminal conduct, criminal responsibility, criminal defenses, criminal liability, and elements of the crime.

BCJ 3701   Criminal Investigation

Presents a study of the development of the investigative procedures and techniques from early practices to modern-day forensic science capabilities with an emphasis on leadership, investigation, and case preparations.

BCJ 3801   Criminal Evidence & Legal Issues

Examines the laws governing proof of facts involving evidence presentation in trials and common law. Students study practical application of the rules of criminal procedure in respect to evidence, burden of proof, presumptions, judicial notice, and basic functions of courts as the third facet of the criminal justice system.

BCJ 3950   Constitutional Law for Criminal Justice

An overview of the principles and practical analysis of significant case law applicable to the U.S. Constitution, emphasizing search and seizure, arrest, civil rights, related amendments, due process, and the judicial system.

BCJ 4001   Procedures in the Justice System

Focuses on U.S. Supreme Court interpretations of the U.S. Constitution in respect to rights of the accused. Students discuss Supreme Court decisions and identify the impact on the criminal justice system as well as study a historical overview of the procedures involved in moving a suspect through the criminal justice system.

BCJ 4101   Police & Community Relations

Examines the history of community policing, problem-oriented policing, community responsibilities, media relations, and evolving strategies. Students analyze criminal justice organizations including human resources management, research studies, environmental factors, centralized authority, and other issues.

Prerequisite—BCJ 2000 or equivalent

BCJ 4201   Race & Ethnic Relations

Provides insight to the direction and improvement of criminal justice programs facilitating the creation of a mutually beneficial atmosphere between all races and ethnicity and the criminal justice system. Students address solutions to historical issues such as racial profiling, ethnic prejudices, and other areas of concern.

BCJ 4301   Supervision of Criminal Justice Personnel

An overview of supervisor and middle management roles in criminal justice agencies with emphasis on the importance of inter-personal skills and co-worker relations as well as the positive and negative aspects of various leadership styles.

Prerequisite— BCJ 2001 or equivalent

BCJ 4385   Workplace Security

Examines the organization and management of the security function in industry and business including personnel protection, facility control, major asset protection, risk management and mitigation, and other issues.

BCJ 4601   Criminal Justice Current Topics

Studies the major aspects of the criminal justice system and provides an assessment of current issues such as globalization and advances in technology. Students analyze contemporary issues such as drug abuse, gang cultures, sex crimes, cyber crimes, community policing, juvenile crimes, prison and jail privatization, and community corrections challenges.

BCJ 4701   Criminal Justice Organization & Administration

Defines and analyzes criminal justice system organizations including human resources planning and management, research studies, environmental factors, centralized authority, and other issues.

BEM 3001 Environmental Law

Study of environmental law through an understanding of pollutants and governmental regulations. Examines the American Legal System, Environmental Protection Agency, and other agencies that regulate environmental policy.

BEM 3101 Assessing Environmental Science

Examines major environmental issues using balanced scientific and social perspectives. Features interdisciplinary approach with case studies to illustrate existing and potential management, economic, technical, and policy solutions in regional, cultural, and historic contexts.

BEM 3201 Environmental Assessment

Assesses fundamental topics in environmental science, providing a foundation for understanding and analyzing today's environmental problems. Discusses environmental systems, human population growth, biodiversity, air and water quality, waste disposal, conservation, pollution, energy, and sustainability. Introduces the basic steps of risk assessment and Phase I, II, and III Environmental Site Assessments.

BEM 3501 Air Quality

A comprehensive overview of air quality in regards to the science and management practices associated with modern air quality control systems. Emphasis is placed on the regulatory and technological management practices employed in achieving air quality goals and health protection concerns.

BEM 3601 Waste Management

Practical examination of the technical and regulatory complexities of municipal, hazardous, and industrial waste management. Includes special emphasis on basic environmental science and related technical fields.

BEM 3701 Hazardous Waste Management

Introduction to hazardous waste management issues, programs, regulations, hazards, identification, characterization, storage, disposal, and treatment options. Includes relevant methods associated with hazardous wastes in the corporate, industrial, or municipal setting.

BEM 4001 Pollution Prevention

Review of the foundations in pollution prevention concepts and methods. Provides specific information on improved manufacturing operations, life-cycle assessment, design considerations, economics, sustainability issues, fugitive emissions, and material and resource conservation.

BEM 4301 Environmental Strategies

Analysis of fundamental concepts and strategies related to resource management, environmental stewardship, and sustainable development. Includes the introduction of economic and social decision-making, and development that does not sacrifice the environment.

BEM 4351 Environmental Technology

Practical examination of the basic principles of environmental technology. Emphasis is given to the application of these basic principles in alleviating environmental problems related to water supply, waste management, and pollution control.

BEM 4501 Hazardous Waste Regulation

Addresses hazardous waste concerns and the formulation of sound decisions regarding proper TSD options, reporting releases, and handling extremely hazardous substances and materials.

BHA 3002 Health Care Management

Introduction to the field of modern health care management through a systematic analysis of the important areas of concern to the health care manager. Topics covered include the planning process and how planning is used in health care administration; the organizing process and job design; supporting and implementing decisions; building the quality of clinical service; and providing human resources and plant services.

BHA 3202 Standards for Health Care Staff

This course has been designed to equip students with the knowledge of the traits and professional standards that are required to be a successful member of the health care industry. Topics discussed include work ethic, professional traits, teamwork, cultural competence, communication, morals, and career development.

BHA 3401 Health Unit Coordination

Prepares students for future health care management roles across a variety of disciplines. Emphasizes the practical aspects of key theoretical concepts through case studies, examples, and exercises based on real-world health care scenarios.

BHA 3501 Community Health

This course provides practical guidance in the areas of community health, health education and health promotion. This course will also cover information about the design, development, and evaluation of programs in the community. Consideration will be given to racial, ethnic, socioeconomic, political and residential patterns of health and the impact that each has on community health.

BHA 3801 Critical Issues in Health Care

An overview of the nature of the health care system, factors influencing the distribution of health care, mainstream and alternative health manpower, the social distribution and meaning of illness in the United States. Topics including bioethical issues, and contemporary issues such as bioterrorism, human genome project, rising prescription drug costs, and urbanization, social stress, and mental illness are covered.

BHA 4001 Budgeting in Health Care

Provides an overview of financial management principals commonly encountered in health care organizations. This course introduces the basic concepts of managerial financial functions, processes, financial reports, and factors affecting the financial aspects of providing health care services in today's dynamic and competitive environment.

BHA 4053 Financial Management in Health Care Administration

Introduces many financial management aspects in health care organizations by covering many considerations and factors affecting the financial aspects of providing health care in today's dynamic and competitive environment. Students learn the different types of budgets and how they are utilized.

BHA 4101 Quantitative Methods of Health Care

Explores the need for and use of quantitative methods in the health care environment. Quantitative analysis provides a proven mathematical format for health care leaders to make the practical decisions necessary to provide care for the burgeoning number of patients while balancing financing options and restraints.

BHA 4201 Health Care Law

Provides background and legal principles for problems concerning our health care delivery system. Focuses on professional regulation and the managed care and hospital certification programs that impact professional practice. Designed to prepare clinical and administrative health care personnel for the challenges of understanding today's important issues—from handling patient records and avoiding malpractice to abortion, AIDS, and the right to die.

BHM 3010 Introduction into Hospitality

Introduction to the hospitality industry and various industry segments such as restaurants, hotels, attractions, and other businesses and organizations that serve individuals as they meet, visit, or celebrate. Includes study of basic management skills and concepts, leadership, marketing, planning, and fundamentals of operation in the hospitality and tourism context.

BHM 3020 Introduction into Tourism

Explores hospitality and tourism from a business context. Focuses on the business issues of tourism, taking into account the roles of travel agents, the importance of transportation modes, differing accommodation types, destinations and attractions management, food and beverage operations, and the diversity of this worldwide industry.

BHM 3200 Special Events Management for Hospitality and Tourism

A comprehensive guide to the research, design, coordination, evaluation, and marketing of all types of special events. Emphasis is placed on pre-planning, budget preparation, advertising, crowd control, special effects, lighting and sound management, and protocol and evaluation of programming efforts and safety.

BHM 3890 Accounting for Hospitality & Tourism

Examination of external environmental financial concepts that are vital to decision making within an organization in the hospitality and tourism industry. Analysis and discussion of cost behavior, operating leverage, profitability, planning and budgeting, capital investments, financial statements, and cash flows.

BHM 3951 Destination Marketing and Tourism Geography

Exploration of geography from a travel industry perspective. Provides a general knowledge of destinations around the world from a travel professional's perspective.

BHM 4100 Facilities Management & Design in Hospitality & Tourism

Examination of hospitality property management and design. Includes all of the primary facility systems such as water and wastewater, electrical, HVAC, lighting, laundry, solid waste management, telecommunications, food service, energy management, and safety and security.

BHM 4300 Legal Aspects of Hospitality & Tourism

Overview of federal, state, and local laws that apply to the hospitality industry. Focuses on how Federal Law affects hiring, firing, employment conditions, and the day-to-day operations of a business in the hospitality industry.

BHM 4400 Resort Management & Operations

Presentation of the resort industry and the unique issues and problems of resort management and operations. Includes activity programming, guest safety and security, and corporate and meeting planning. Examines the hiring and management of seasonal employees.

BHM 4680 Marketing for Hospitality & Tourism

Study of marketing as one of the most exciting and complex functions of a hospitality and tourism manager. Combines knowledge of the market's behavior, a tailored product-service mix, and appropriate sales techniques to demonstrate that the marketing function represents one of the operation's best chances for success.

BHR 3301 Compensation & Benefits

Students will be provided comprehensive knowledge and understanding of the dynamics involved in compensating employees for services rendered in a modern organization. This course focuses on the critical tools and techniques of job analysis, job descriptions, job evaluation, pay surveys, pay administration, and required benefits.

BHR 3352 Human Resource Management

Provides a management-oriented exploration of human resource management, structure, functional applications, and labor management relations. Focuses on managers and leaders within organizations and their responsibility to optimize performance and make decisions based on ethical criteria.

BHR 3551 Human Relations & Development

Examines interpersonal relations within organizations and provides methods for improvement of interpersonal skills. Methods to enhance teamwork are explored along with experimental activities and case studies.

BHR 3565 Employment Law

Provides a working knowledge of federal legislation and regulations affecting employers. Introduces a simple approach to employment law with a foundation of legal principles explained in the layperson's language. A consistent theme of the course is employer awareness of protected classes.

BHR 4350 Collective Bargaining

Examines the historical and legal basis for labor relations and collective bargaining in the United States. Changes in the application of labor laws due to court decisions, National Labor Relations Board (NLRB) rulings, and changes in the environment of union and management relations are covered throughout the course. Includes the latest decisions and rulings, as well as analysis of what these changes mean in the workplace.

BHR 4501 International Human Resources Management

Examines three broad areas of international human resource management by examining human behavior within organizations from an international perspective; comparing and analyzing HRM systems in various countries and regions of the world; and focusing on key aspects of HRM systems in multinational firms.

BHR 4601 Staffing Organizations

Provides a study with regard to external influences, support activities, staffing specific activities, and the staffing system management process. Specific areas covered in the course include staffing models, the labor market and unions, employment law, job analysis and planning, sources of recruitment and selection, and staffing decision-making.

BHR 4680 Training & Development

Provides an organizational development model in human resource management to prepare professionals to train and develop people throughout the career continuum in the international arena. Presents an overview of mentoring and coaching, the role of team leaders and managers in performance appraisals, and orientation programs.

BIO 1030   Biology I

Introduces all major areas of general biology. Highlights the relevance and contribution of this discipline to business, health care, policy creation, and other sciences.

BIO 1040   Biology II

Introduces all major areas of general biology as a continuation of Biology I. Highlights the relevance and contribution of this discipline to business, health care, policy creation, and other sciences.

Prerequisite—BIO 1030 or equivalent

BIO 1100   Non-Majors Biology

Study of the principles of biology including the scientific method, cell theory, cellular process, theories of heredity and evolutionary theory, ecology, human physiology, and a survey of the diversity of organisms.

BOS 3001 Fundamentals of Occupational Safety & Health

Overview of regulations and issues in the occupational safety and health profession. Examines the underlying cause mechanisms of health and safety hazards, along with recordkeeping standards and analysis of injury and illness statistics.

BOS 3125 Hazardous Materials Management

Review of principles and best practices related to management of hazardous materials and wastes in the workplace. Covers OSHA, EPA, and DOT requirements regarding labeling, handling, and transportation of hazardous materials as well as hazard communication and training in the workplace. Hazardous material spill response is also discussed.

BOS 3301 Fleet Safety

Comprehensive study of motor fleet safety and instructional programs. Focus areas include accident prevention, security, job safety analysis, school bus safety, shipping and storage of hazardous materials, driver selection and training, vehicle inspection, and considerations for a small fleet among others.

BOS 3401 Construction Safety

Exploration of the OSHA regulations and related safety practices governing the construction industry. Provides an analysis of the high incident/accident rates in the construction industry and how it contributed to the passage of the OSH Act in 1970. Presents practical examples of how to apply "on-the-job" construction safety and health programs and policies.

BOS 3525 Legal Aspects of Safety & Health

A comprehensive study of the Occupational Safety and Health (OSH) Act and the authority of the Occupational Safety and Health Administration (OSHA). Review of employer's legal responsibilities and proactive measures to ensure compliance with OSHA's General Duty Clause.

BOS 3551 Environmental Issues

Examination of environmental topics from opposing philosophical and practical sides. Topics include the global environment, current and future energy issues, sustainability development, and the viability of green initiatives.

BOS 3640 Interactions of Hazardous Materials

A systematic analysis of how hazardous materials escalate an incident or emergency event. Examination of the basic fundamental concepts common to hazardous chemicals with an emphasis on how some key elements, compounds, and mixtures are inherently dangerous.

Prerequisite—CHM 1030 or equivalent

BOS 3651 Total Environmental, Health & Safety Management

A comprehensive study of the essential component needed in developing an effective safety management system. Examines the cultural aspects of integrating total safety management into all levels of an operation.

BOS 3701 Industrial Ergonomics

Review of the principles and practices of ergonomics as it applies to the industrial environment. Demonstrates how to collect data on users and operators and how to convert the data to good workplace design.

BOS 3751 Training & Development

Practical examination of organizational development models in human resource management. Designed for training and development organizational leaders who are focused on continually improving human and organizational performance.

BOS 4010 Safety Supervisor

Overview of the tools needed to understand and deal with the unique role and project management responsibilities of safety supervisors and safety project managers. Various sample forms as presented by the National Safety Council are included along with case study scenarios for student review and commentary.

BOS 4025 OSHA Standards

An exploration of Federal OSHA standards found in 29 CFR 1902, 1903, 1904, and 1910 regulations. Emphasizes
the application of OSHA standards and the basic principles involved in Federal regulatory compliance.

BOS 4201 Toxicology

Exploration of the basic principles associated with the toxic effects of chemicals on the living organism while examining the regulatory aspects and applications of toxicology in the workplace. Among the topics covered are the potential adverse effects of drugs, pesticides, food additives, and industrial chemicals.

Prerequisite—BIO 1100 or equivalent

BOS 4301 Industrial Hygiene

Introduction to the basic concepts of industrial hygiene from a technical level. Focuses on the areas typically encompassed by industrial hygiene and highlights the importance of the industrial hygienist in protecting employee safety and health.

BOS 4520 Risk Management

Examination of risk management principles in the context of safety and health management. Strategies and tactics for reducing workplace hazards are presented through a review of best practices and principles balanced by an organization's use of opportunistic and speculative risks.

BOS 4601 Accident Investigation

Study of integrating accident or near-miss investigations as an effective, practical, and even a profitable, management tool. Incorporates systematic, procedural, determinative, and corrective applications for investigative accident management.

BOS 4725 Process Safety Management

Discusses the major components that contribute to an effective process safety management program by providing methods to measure performance, facilitate metrics, integrate various roles of an organization into a process safety program, meet regulatory requirements, and not only establish, but maintain a safety culture.

BSL 4000 Managing Diversity in Organizations

Presentation of the personal and organizational implications of increasing workforce diversity. Exploration of the
complex dynamics of ethnic, racial, and gender diversity in organizations as seen from the vantage point of social science and organizational studies. Examination of the managerial implications of increasing cultural diversity in organizations, and the orientations to diversity adopted by organizations, the correlates of these approaches, and the possibilities for organization change.

BSL 4040 Communication Skills for Leaders

The study of approaches and skills needed for communication and leadership in the workplace. Exploration of communication methods for working with teams, cultures, social media, genders, and generations. Developing communication and presentations skills with an emphasis on speaking and writing professionally.

BSL 4060 Team Building & Leadership

Review of important issues relating to leadership. Analysis and discussion of leadership styles in both social and work situations and how to use this information when making business decisions within a team-based environment. Includes leadership communication styles, the power of leaders, situational leadership, creativity and leadership, teamwork, motivation, coaching skills, emotional intelligence, and the impact of leaders on organizational decision-making.

BSL 4080 Creative Thinking & Problem Solving

An in-depth study of creative thinking and problem solving techniques that are essential for organizational leaders. Causal, deductive, and inductive arguments are described as well as the use of persuasion. Moral, legal, and aesthetic reasoning are also covered.

BSL 4160 Negotiation/Conflict Resolution

Studies the development of the communication and management skills essential for successfully resolving conflict situations involving labor and management practices. The structural dysfunction of organizations is explored.

BSM 2701 Sociology of Sport

Analysis and discussion of how sociology can be used to study sport in society. Focuses on sports and sport-related behaviors as they occur in social and cultural contexts, and uses concepts, theories, and research as tools that enable students to examine sports as a part of culture.

BSM 2801 Sport Marketing

Examines the theoretical and practical implications of marketing in the sports industry by presenting a framework to help explain and organize the strategic marketing process. Offers a growing appreciation on the globalization of sports
and an understanding of the ethical issues emerging in sports and their impact on sport marketing decisions.

BSM 3901 Sport Fund Raising

Discusses the theory and practice of fundraising in sports related fields and provides specific, helpful ideas and plans for conducting fundraising activities in sports business. Combines the fundraising theory and practical advices so learners can organize and develop fundraising plans.

BSM 4001 Sport Facilities

Examines the planning and design process as applied to all types of recreation and sport facilities. Includes the exploration of common facility components, playing fields and courts, history of the CFE and facility design standards, site selection and development phases, facilities planning for safety and risk management, and development of ancillary areas.

BSM 4101 Sport Administration

Principles of efficient management and leadership concepts as applicable to the sport industry. Focuses on principles and techniques of management relating to programs, facilities, special events, and personnel. Includes key personnel issues in sport management situations; ethics, law, and governance in sport management; the role of the marketing process in sport administration; and economics, accounting, and budgeting.

BSM 4201 Sport Financing

Explains the financial history and record of a publicly traded corporation, analyzes balance sheets, income statements, pro forma budgets, and numerous other financial statements and records. Analysis and discussion of the unique qualities that makes sport financing different from other types of financial management.

BSM 4301 Sport Legal Liability & Risk Management

Study of the legal implications of tort, liability law, and risk management in sports related fields. Provides specific law terminology, issues, cases, and decisions that have been addressed by the American legal system. Presents an overview of the legal system, an introduction to conducting legal research, an explanation of the role of arbitration as an alternative to litigation, and an examination of the role of practical risk management programs in sport fields.

CHM 1030 General Chemistry I

Introduction of core chemical concepts to help the student acquire a long-term, meaningful understanding of the basic principles and relevant connections to those principles operating in everyday life.

Prerequisite—MAT 1302 or equivalent

CHM 1040 General Chemistry II

Completes the overview of chemistry. Topics covered include mole concept and stoichiometry; gaseous state and chemical bonding; acids and bases; and chemical equilibrium.

Prerequisite—CHM 1030, MAT1302 or equivalent

CM 1010   Business Communication

Teaches the skills necessary for effective business communication, including the writing of business memos; letters and reports; and career, oral and global communications.

CS 1010   Computer Essentials

Explores computer literacy topics in a very basic, hands- on environment. Presents the fundamentals of computer hardware and software, the Internet, operating systems, and current application software within Microsoft Office Suite. Does not require a PC with Windows. Does require Microsoft Office. Contact your instructor BEFORE purchasing or loading any software.

CYB 4301 Cyber Security and Crime

This course introduces students to the types of security crime, breaches, fraud, and network penetrations. Students learn procedures for preventing intrusions, fraud, and computer crime. Legal impacts for cyber security crimes are discussed and evaluated.

CYB 4302 Cyber Warfare and Application

The Cyber Warfare and Application course provides students with knowledge of intrusion detection applications, security tasks, networks activity, and prevention and social engineering techniques. Students are provided with hands on exercises for intrusion detection systems, scanning applications, and social engineering practices.

CYB 4303 Critical Infrastructure Protection

This course will provide students an opportunity to assess what programs are in place and their adequacy to protect information systems and technology. This assessment will include industry standards (such as ISO 27001), governmental efforts (such as the National Infrastructure Protection Plan), and interrelationships of information systems and technology to other types of critical infrastructure (such as municipal services, finance and banking, power, etc.). By looking at current best practices students will determine these programs effectiveness and what future measures may need to be developed. Students will gain hands on exercises with implementing network policies, access protection, virtualization, and network protocols.

CYB 4304   Cyber Security Law and Policy

Cyber Security Law and Policy provides a framework for the regulations and policies intended to protect assets from cyber-attacks. Students will practice security information gathering and create security plans to reduce potential attacks. Students will also develop security procedures and processes for responding to security breaches and assessing risk for information assets.

DBA 7000 Doctoral Student Orientation

Consists of four parts; review questions on the contents of the Doctoral Student Handbook, writing skills, critical thinking skills, and computer capability. Successful completion of this course is part of the admission requirements to the doctoral program.

DBA 7035 Business, Government & Society

Examines the complex interface between public and private business sectors and explores the role of business administration in contemporary society through examination of theoretical foundations, ethical dilemmas, and political environments within historical and global comparative contexts. Learners engage in intensive readings of scholarly works within the discipline foundation and collateral contemporary works that span the public, private, and independent sectors. Case studies are provided for practical understanding of the techniques for managing business relations at the local, state, federal, and multinational levels. Learners explore advanced analytical and strategic business skills related to government regulation, politics, ethics, and corporate social responsibility. Specific subject areas include conceptual analysis and critique of bureaucracy; the development of management theory and subsequent application to the public and private sectors; organizational design, behavior and change; decision making models and group dynamics; administrative leadership; and the legal foundation of business administration.

DBA 7180 Managerial Economics & Business Theory

Provides a cross-functional framework for analyzing organizational problems, examines economic research, and applies research inferences to decision making. Integrates the topics of strategy and organizational architecture to explore the theory of business and environmental management. Investigates corporate policy, finance, accounting, marketing, information systems, operations, compensation, and human resources, and focuses on the interrelationships and coordination needs to do business. Explores the theoretical roots of competing policy options and assesses implications of business decisions and various regulations as they affect the productivity and overall performance of the private sector.

DBA 7240 Doctoral Writing & Inquiry into Research

Examines the basic principles and techniques of doctoral scholarship, and offers an overview of the development of theory and research logic, explores the relationship between theoretical and empirical constructs, and provides a wide variety of specific research methodologies, including the scholarly publication process. Learners study the principles of the scientific method and research design techniques common to qualitative, quantitative, and mixed methods research, including sampling methods.

DBA 7310 Statistics for Business Decisions & Research

Emphasizes practicality and flexibility in its approach to augmenting business decision-making. A practical approach is adopted that prepares students to identify the correct method, calculate the statistics, and properly interpret the results to solve the question

at hand. Interpretation is stressed by providing students with MS Excel spreadsheets that allow for what-if analyses. By changing input parameters, students can see for themselves how statistics works. Flexibility is offered in the course by providing students with alternative solution techniques.

DBA 7420 Organizational Behavior & Comparative Management

A comparative study of organizational theory and behavior with attention to both historical and contemporary contexts. Combines a critical review and analysis of current theory and research on complex organizational structures, processes, and performance applications. Topics include classical management theory, human relations perspectives, institutional theory, comparative organizational designs, change processes, and organizational-environmental interaction.

DBA 7553 Human Resource Management

Provides an introduction to theoretical, applied, and professional issues associated with the management of human resources within organizations. The course seeks to familiarize students with facets of the human resource management function, and to explore a range of theoretical and applied perspectives on how human resource management impacts performance at both the organizational and individual levels.

DBA 7632 Business Ethics & Corporate Responsibility

Explores the growing academic literature in business ethics, and provides students an opportunity to investigate ethical issues using their field of specialty as context. Different theories and frameworks for investigating issues will be discussed and applied to a range of issues, both domestic and international. An evaluation of the institutions that structure the interaction of corporations and individuals in the conduct of business is explored. Issues include corruption in host countries, management of values in modern corporations, ethical status of the corporation, financial transactions, and gender discrimination in the context of cultural differences. Exposes business practices and economic assumptions, and brings contemporary challenges to the level of professional standards, corporate decision making structures, and the interface between ethical theory and business practice.

DBA 8149 Business Research Methods

Investigates several research methods applicable to business, including survey design; experimental design; statistical analysis of survey and experimental data; multivariate statistical analysis including analysis of variance, multiple regression, the general linear model, factor analysis, and other methods; time series analysis; and other topics. Students will learn how to interpret statistical results contained in scholarly papers and articles, and will learn how to apply these methods using statistical software through hands-on analysis of research data sets. Provides examination of contemporary approaches to qualitative analysis in business to include practice using such qualitative research techniques as open-ended interviewing, focus groups, and the case study approach.

DBA 8230 Marketing Research & Competitive Strategy

Presents a comprehensive analysis of the principles and practices of marketing research with balanced coverage of qualitative and quantitative materials. Examines from a manager's perspective, emphasizes emerging trends in marketing research, including ethical and global implications, as well as the continuing integration of new technologies. Integrates ethics in marketing

research, and features case analysis and company profiles. Incorporates case studies, SPSS, and other statistical packages to provide students with experience navigating statistical software tools and interpreting marketing research data and output.

DBA 8341 Corporate Finance

Examines corporate finance and provides a comprehensive exploration of the theoretical and empirical literature on corporate financial policies and strategies. Corporate financial policies and strategies are studied including managerial decisions regarding the issuance and retirement of debt, equity securities, and the firm's overall capital structure. Topics covered include: the firm's governance and ownership structures; contracting between a firm and its management, creditors, and other stakeholders; dividends and stock repurchases; mergers, acquisitions, takeovers, buyouts, equity carve-outs, spin-offs; financial distress and its resolution; risk management; and the design of securities.

DBA 8475 Operations & Supply Chain Management

Explores the fundamental issues and recent developments in operations management, including manufacturing and service management, supply chain management, and project and systems management. Learners investigate the role of operations and supply chain management, and the interactions of these business activities with other functional areas within the firm. In addition, students examine contemporary issues related to total quality management, just-in-time systems, supply and value chains, reengineering, and other business improvement processes. Case methods and review and analysis of pertinent scholarly and practitioner research are used to enhance the learning experience and assist students to develop a framework for understanding, analyzing and addressing operations and supply chain management issues.

DBA 8552 Management Accounting & Control Systems

Addresses the complex and multi-dimensional subject of management control systems. Extending from management accounting, this course creates a framework for considering management control issues. Presents the needed technical subject content and summaries of relevant research literature. Students will develop their skills of applying course materials to specific decision making situations. Extensive case studies, reflecting the complexity of managerial challenges when using management control systems are also covered. The use and effects of financial controls, including a discussion of effective and counterproductive controls are covered.

DBA 8671 Technology & Innovation Management

Provides an integrated, strategic view of management of technology. Focusing on theory and practice, the course addresses the contemporary challenges general managers face today; e.g., globalization, time compression, and technology integration. Explores several strategic approaches for dealing with these challenges, both from a managerial and from an economic viewpoint. Concepts presented will be especially valuable for chief technology officers, directors of technology, chief information officers, and management personnel in R&D, product development, and operations.

DBA 8710 International Business & Global Strategy

Examines the theory and practice of developing and implementing strategies for gaining competitive advantage in the global business environment. Students master the theoretical body of knowledge

in the fields of strategic management and international business. Learners consider a variety of empirical approaches used to research the international competitive strategy process to include exploration of the accelerating globalization of industries, regionalization of competition, and the institutional contexts that both facilitate and impede the formation and implementation of strategies globally. In addition, students consider such emerging topics as organizational change, competitive dynamics, development of firm resources and capabilities, sustainable competitive advantage, regional approaches to competitive strategy, and the formation of new organizational forms such as strategic alliances and inter-firm networks.

DBA 8758 Negotiations & Business Strategy

Examines the increasingly complex nature of business negotiations. Market forces have shifted business strategies from a personal relationship model to a process-oriented and analytical one, resulting in a new approach to negotiating. Focuses on understanding and applying a strategic negotiation process essential to success in the business environment. Learners differentiate between individual and organization- wide negotiation strategies and achieve consensus regarding how negotiations are to be conducted and what results are expected. Provides a theoretical approach to negotiations and business strategy by examining persuasion, communication, power, game, and trust theories.

DBA 8800 Organizational Psychology

Provides an analytical understanding of organizational psychology, one of the major applied areas of psychology. Topics include an introduction to the discipline and research methods in organizational psychology; assessment of jobs, performance, and people; selecting and training employees; discussion of the individual and the organization; and the social context of work.

DBA 9101 Comprehensive Examination

Establishes that a doctoral candidate has acquired the essential knowledge and skills covered in each of the courses, not including dissertation courses, leading to the Doctor of Business Administration degree. Proficiency is demonstrated through an essay response to questions that cover the essential content of each course in the doctoral program.

DBA 9201 Comprehensive Review

Establishes that a doctoral candidate has acquired the essential knowledge and skills covered in each of the courses, not including dissertation courses, leading to the Doctor of Business Administration degree. Proficiency is demonstrated through an essay response to questions that cover the essential content of each course in the doctoral program.

DBA 9306 A Dissertation-Concept Paper

Presents the procedures necessary to prepare a dissertation concept paper. The concept paper is the first in a sequence of dissertation documents including preparation of the concept, methodology, the proposal, and the manuscript.

DBA 9306 B Dissertation-Methodology/Ethics

Presents the procedures necessary to prepare a methodology/ ethics paper. The methodology/ethics paper is the second in a sequence of dissertation documents including preparation of the concept, methodology/ethics, proposal, and the manuscript.

DBA 9306 C Dissertation-Proposal

Presents the procedures necessary to prepare a proposal. The proposal is the third in a sequence of dissertation documents including preparation of the concept, methodology/ethics, proposal, and the manuscript.

DBA 9306 D Dissertation—Manuscript

Presents the procedures necessary to prepare a manuscript. The manuscript is the fourth in a sequence of dissertation documents including preparation of the concept, methodology/ethics, proposal, and the manuscript.

DBA 9406 A Project Concept Paper

Presents the procedures necessary to prepare a doctoral project concept paper. The concept paper is the first in a sequence of three doctoral project documents, including: the concept paper, the methodology/ethics paper, and the project report.

DBA 9406 B Project Methodology/Ethics

Presents the procedures necessary to prepare a methodology/ethics paper. The methodology/ethics paper is the second in a sequence of three research project documents to include the concept paper, the methodology/ethics paper, and the research report.

DBA 9406 D Project Report

Presents the procedures necessary to prepare a project report. The project report is the third in a sequence of three research project documents to include the concept paper, the methodology/ethics paper, and the research report.

DBA 9410 Project/Dissertation Defense

Presents the procedures necessary to orally defend the dissertation. Successful completion of the dissertation defense signifies completion of the doctoral program.

DBA 9510 Project Defense

Presents the procedures necessary to orally defend the project report. Successful completion of the project report defense signifies completion of the doctoral program.

EH 1010   English Composition I

Introduction to the basic concepts and requirements of college- level writing. Provides students with the ability to implement effective communication skills via the written word.

EH 1020   English Composition II

Advanced introduction to the basic concepts and requirements of college-level writing. Presents additional skills, methods, and techniques to improve and polish the student's completed written documents.

Prerequisite— EH 1010 or equivalent

EH 3341   Technical Writing

Study of the process of technical writing and written communication. Students review various formats and writing purposes and produce technical and business-related documents.

Prerequisite— EH 1020 or equivalent

ES 1010   Earth Science

Study of the scientific principles that influence our planet, its rocks, mountains, atmosphere, and oceans.

EMG 3302 Disaster Response and Recovery

Presents diverse types and levels of disasters, addressing EMS responses which may be planned or improvised for each disaster situation. Crucial in this course is student understanding of planned efficiency and effectiveness in true disaster situations. Topics covered include advanced search and rescue procedures, emergency care of disaster victims, management of mass fatalities, and systematic planning for community-wide recovery after disaster.

EMG 3303 Special Operations

Prepares students for the world of EMS Special Operations. Special Operations Paramedics (SOPs) are highly trained EMS professionals who provide patient care in dangerous environments. Some of the Special Ops covered in this course include vehicle extrication, low/high angle rescue, water rescue, rescue and recovery during disaster, and a diversity of other operations. The course also addresses key aspects of managing EMS Special Operations.

EMG 3304 Emergency Management in Terrorism

This course addresses emergency management of terrorism in terms of preparedness, incident response, and safe approaches to mitigation. Some of the key topics presented in the course include terrorism throughout world history, risks and hazards at the terrorism scene, preservation of evidence at the terrorism scene, risk assessment procedures and processes, key management roles and responsibilities, and recognition of explosive substances and devices. Upon completion of this course, students will be able to recognize risks and threats of terrorism and will be able to function safely and effectively at the scene of a terrorism incident.

EMG 6305 Emergency Management Leadership and Decision Making

Students demonstrate knowledge and understanding of the history, evolution and theoretical concepts, and technologies used in emergency planning and management. Students differentiate disasters and hazards and apply knowledge of the four stage response to disaster preparedness, emergency planning, mitigation response, and recovery. Students demonstrate comprehension of theory and practice in the public sector by writing up a final emergency management policy.

EMS 3301 Emergency Medical Services Management

This course will introduce the core functions of the EMS administrator and concepts associated with the administration of an EMS service. Areas of study include a broad overview of key elements including: strategic planning, customer service, marketing, quality management, and data collection. Essential knowledge relevant to all aspects of the EMS profession will be introduced and assignments provided to allow for application of these concepts.

EMS 3302   EMS Planning and Development

Presents an overview of Emergency Medical Services (EMS) system design and development. A history of EMS in the areas of public and private services will be examined, along with a comparison of service delivery, strategic planning, and model system development and implementation, as well as their impact on emergency healthcare delivery.

EMS 3303 EMS Operations and Personnel Management

Explores relationships of culture in recruitment, management, and retention of EMS personnel. Also examines the influence of effective personnel management on staffing and operational success for the EMS agency. Key areas of investigation include researching applicable human resources (HR) or personnel laws and regulations, as well as ensuring that processes are in place for educating supervisory staff and employees, including how to monitor for compliance. Primary administrative functions include conducting employee performance reviews, development of personnel schedules, and investigating complaints.

EMS 3304   Foundations in EMS Education

This course is designed to provide a foundational understanding of EMS education for the EMS manager. Although the manager may not be engaged in providing EMS initial or continuing education, general concepts such as domains of learning, learning styles, and barriers to learning will be discussed. Various educational philosophies have influenced EMS instructors such that it shapes the type of instructor they become. Several will be discussed during the course. EMS administrators need to be aware of components of instruction such as developing instructional goals, elements of and writing outcomes, developing curriculum and lesson plans, as well as various forms of learning aids including how technology can enhance the learning process. Additionally, the course will include how to develop evaluation of education tools, concepts of program administration, and legal aspects of instruction.

EMS 3305   Risk Management Practices in EMS

This course will examine issues related to reduction or prevention of risk associated with the administration of an EMS service. Areas of concern are related to human resource management, workplace safety, staffing for delivery of service to the community, ethical considerations, and clinical proficiency. Current practices differ significantly from previous workplace cultures and may require change in process for older members of the EMS workforce. Strategic implementation of programs aimed at improving awareness of risk related issues, as well as promoting ownership for achieving organizational goals related to risk management.

EMS 3306   Emergency Medical Communications

Analysis of fundamental concepts and methodologies related to Emergency Medical Services (EMS) communication. Topics discussed are communication responsibilities, components of public safety communication, communication centers in EMS organizations, mobile communication and the role of the communications center in system status management.

EMS 4301   Finance of Emergency Medical Service Systems

The purpose of this course is to introduce various financial issues and models related to provision of EMS services. Not all services are the same in regards to ownership, management, and profit status. Local, state, and national regulations regarding reimbursement for EMS services may vary and administrators must understand how financial strength of the organization can be influenced by these factors. This course will evaluate current reimbursement strategy for Medicare, Medicaid, and private insurances. Exploration of the potential impact of healthcare reform on current strategy will be conducted to determine how EMS reimbursement could be affected by changes in policy directed at other providers to achieve access and quality initiatives.

EMS 4302   Leadership in EMS Systems

This course is designed to provide the student with knowledge, tools, and skills that will be needed to assume a leadership role in Emergency Medical Services (EMS). Career advancement from field staff or lower level supervisor requires transitioning from simple supervisory techniques to developing leadership qualities that will enable the individual to manage from a leadership position. Techniques that encourage motivation and teamwork are essential for organizational growth. Students will learn how to apply basic leadership principles in organizational settings, assess leadership styles, and develop strategies to become leaders in EMS.

EMS 4303   Legal, Political and Regulatory Environment of EMS

This course will identify the key points of the legal, political, and regulatory environment associated with the administration and workings of a modern EMS Service. The main foci of this course are centered on the mechanics of the legal system, specific laws directly related to the provision and management of EMS, due process and disciplinary procedures for EMS personnel issues, the importance of quality documentation, and the study of specific acts of federal legislation such as EMTALA, HIPPA, and COBRA. The importance of the collective body of laws and regulations will be examined as it relates to EMS.

EMS 4304   Community Risk Reduction in EMS

This course will explore methods used to reduce community-based risk of mortality related to preventable injuries, promote community health strategies, and utilization of emergency resources inappropriately. The course will focus on strategies capable of being incorporated into the EMS system as part of community relations efforts and education of the community through events and home-based instruction. Managers should work diligently to engage staff in prevention and wellness initiatives as opposed to limiting activities to emergency response. This may include participation in disaster preparedness as well as community planning for pandemics. The EMS system should be part of the community and work as a partner to improve the community's overall health and safety.

EMS 4305   EMS Public Information and Community Relations

The purpose of this course is to introduce issues related to addressing events with the media. The course will highlight ethical, as well as legal issues that may arise as a result of communicating with the media. Each form of media may ask for or attempt to obtain varying types and forms of communications and/or information. The EMS manager must ensure that the department has a media relations policy, identify who in the organization may disclose or discuss information to the media, as well as ensure ethical, legal, and organizational standards are maintained when doing so. The course will address routine interactions and major incidents that may attract media attention.

EMS 4306   Public Health Emergencies

This course will explore the relationship between Emergency Medical Services (EMS) and public health. EMS is founded in many public health principles and is called upon to assist in both disasters and public health emergencies. Any situation which threatens the health of the public should be of concern to EMS leaders. Participation in community-wide planning and developing internal plans are essential for the EMS organization. This course will highlight some of the primary types of public health emergencies the EMS leader should be aware of. It is through planning and preparation that organizations are able to respond effectively.

EMS 4320   EMS System Design Project (Capstone)

This course will incorporate key elements of system design for Emergency Medical Services to facilitate preparation of a program proposal. Students will understand how various components of program development contribute to eventual success of their proposal. The student will use academic and professional research to support the final proposal. The final proposal will be inclusive of outcomes from all aspects of the program's courses and may be used for future contributions or implementation in EMS.

FIR 2301   Introduction to Fire Protection

Provides a comprehensive overview of fire protection, career opportunities in fire protection and related fields, fire loss analysis, and an orientation to the philosophy and history of fire protection and fire services.

FIR 2302   Principles of Fire and Emergency Services Safety and Survival

This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services.

FIR 3301   Fire Behavior and Combustion

Provides an understanding of the basic principles of fire chemistry, the process of fire combustion, fire behavior and examination of the effects of fire behavior on the safety of individual firefighters and categorizes the components of fire, and explains the physical and chemical properties of fire.

FIR 3302   Building Construction for Fire Protection

Overview of building construction, building types, designs of structures, and a knowledge of building construction in relation to firefighting.

FIR 3303   Introduction to Fire Prevention

Opportunity to study the fundamentals and latest information on fire prevention practices and procedures. Addresses both the public and organizational responsibilities for fire safety and prevention.

FIR 3304   Fire Protection Hydraulics and Water Supply

Provides a foundational understanding of the use of water in fire protection, and applies hydraulic principles to analyze and solve water supply problems.

FIR 3305   Fire Protection Systems

This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection, and portable fire.

FIR 3306   Fire Prevention Organization and Management

Examines the factors that shape fire risk and the tools for fire prevention, including risk reduction, education, codes and standards, inspection and plans review, fire investigation, research, planning, various types of influences, and strategies.

FIR 3307   Community Risk Reduction for Fire and Emergency Services

Provides an overview of the comprehensive approach to fire prevention within the community. Covers strategic planning and community programs as it relates to fire safety prevention

and terrorist incidents. Explores the plan review process, code development, code enforcement, fire investigation, and evaluating prevention programs.

FIR 3311   Legal Aspects of Fire Protection

Introduction to the basic principles and terms of law, discusses various legal actions against people or organizations charged with fire protection duties, comprehend various statutes, regulations, and cases that are the framework of the law.

FIR 3312   Fire Ground Tactics I

This course examines strategies and tactics from the incident commander's viewpoint. The student will be challenged with decision making through a variety of occupancies as the student utilizes basic firefighting procedures and considerations from today's fire service. In addition, scenarios and other assessments will utilize SimsUshare software to connect scenarios and decision making to the student's community and department.

FIR 4301   Political and Legal Foundations of Fire Protection

This course examines the legal aspects of fire service and the political and social impacts of legal issues. This course includes a review of the American legal system and in-depth coverage of legal and political issues involving employment and personnel matter, and the political process with regard to the fire service.

FIR 4302   Fire Service Personnel Management

This course examines relationships and issues in personnel administration and human resource development within the context of fire-related organizations, including personnel management, organizational development, productivity, recruitment and selection, performance management systems, discipline, and collective bargaining.

FIR 4303   Fire and Emergency Services Administration

This course is designed to be a progressive primer for students who want more knowledge about fire and emergency services administration. The course demonstrates the importance of the following skills necessary to manage and lead a fire and emergency services department through the challenges and changes of the 21st century: Persuasion and influence; accountable budgeting; anticipation of challenges; the need for change, and using specific management tools for analyzing and solving problems.

FIR 4304   Fire Dynamics

This course examines the underlying principles involved in structural fire protection systems, building furnishings, and fire protection systems, including water-based fire suppression systems, fire alarm and detection systems, special hazard suppression systems, and smoke management systems.

FIR 4305   Fire Analysis and Investigation

Examines the dynamics of ignition, flame spread, and room fire growth and explores all phases of fire and explosion investigation, financial management, and other fire department functions related to incendiary fire analysis and investigation.

FIR 4306   Human Behavior in Fire

This course explores human behavior as it relates to fire and mass casualties, while also addressing a historical review of human behavior in fire, building design, fire department operations, and evacuation procedures involving specific groups, such as large populations and persons with disabilities. Students will also examine current and past research on human behavior, life safety education and building design to determine interaction of these areas in emergency situations.

FIR 4307   Analytical Approaches to Public Fire Protection

Examination of tools and techniques of rational decision making in fire and emergency services agencies, including data collection, statistics, probability, decision analysis, utility modeling, resource allocation, and cost-benefit analysis.

FIR 4308   Applications in Fire Research

This course examines the basic principles and methodology for analyzing current fire-related research. The course provides a framework for conducting and evaluating independent research in the fire service.

FIR 4309   Industrial Fire Protection

Examines fire prevention and protection within business and industrial environments. Explores the control of hazards including smoking, housekeeping, electrical, flammable and combustible liquids, flammable gases, welding, and cutting.

FIR 4311   Fire Prevention and Code Enforcement

Focus on fire prevention through inspection, code enforcement, the use of model building and fire prevention codes, including detailed information on the legal, economic, and political aspects of the fire inspection process.

FIR 4312   Management of Fire Incident Command Systems

Provides a management-oriented focus that progresses from pre-incident preparation to systematically managing an incident. Applies the concepts involved in the development and deployment of an on-scene strategic or tactical plan.

FIR 4313   Terrorism Incident Management and Emergency Procedures

Examines the philosophies and tactics of terrorist groups, and discusses emerging terrorism trends. Also covers the study of terrorism methodology, terrorist incident response, and managing the consequences of terrorist events.

FRN 4301   Principles of Digital Forensics

The Principles of Digital Forensics course investigates digital forensics procedures and legal aspects. Students learn how to perform digital information gathering and understand legal sanctions for electronic crimes.

FRN 4302   Digital Forensics Applications

The Digital Forensics Application course focuses on using applications and analysis to examine digital data from networks, computers, media, databases, websites, and mobile devices. Students provide recommendations base on analysis findings.

HCA 1301 Basic Medical Terminology

This course will provide students with fundamental skills in understanding how to use prefixes, suffixes, and root words to develop medical terms. Students will become familiar with the spelling and definition of common medical terms related to major disease processes, diagnostic procedures, laboratory tests, abbreviations, drugs, and treatment modalities.

HCA 4320   Development and Strategic Planning in Health Care

Development and Strategic Planning in Health Care is an integrated capstone course which promotes understanding of the dynamics of strategic planning for medical organizations of all kinds. Students will cultivate skills in environmental assessment, diagnose organizational problems, identify opportunities for improvement, formulate and select strategic alternatives, and create strategic management action plans for effective implementation. Emphasized is the importance of leadership for effective strategic planning in health care organizations.

HLS 2301   Introduction to Terrorism

Examines the various types of terrorism and known terrorist groups deemed to be a probable threat against the citizens of the United States, and explores various techniques and resources designed to counter terrorist threats in the United States.

HLS 3301   Weapons of Mass Destruction

Examines the various types of terrorism and known terrorist groups deemed to be a probable threat against the citizens of the United States, and explores various techniques and resources designed to counter terrorist threats in the United States.

HLS 3302   American Homeland Security

Evaluates the development of American Homeland Security from various perspectives to include historic, current, legal basis, organizational development, and best practices.

HLS 3303   Terrorism Response Operations

Contrasts various tactical response options with emphasis on developing a common operating picture between agencies, safety, and procedures thereof.

HLS 3304   Ethical and Legal Issues in Homeland Security

Delineates major homeland security ethical and legal issues to develop methods for addressing them. Includes content on rights of privacy, the Patriot Act, Title 18 of the United States Code, and other laws.

HLS 3305   Disaster Planning and Management

Examines the actions needed and the personnel involved in disaster planning, preparedness, response, and recovery with specific reference to terrorism incidents.

HLS 3306   Homeland Security Technology

Contrasts various Homeland Security Technology options with emphasis on prevention, protection, mitigation, interdiction/ intervention, inspection, detection, and response technologies as they relate to domestic homeland security and first responders operations.

HLS 4301   Preparedness and Response Partners

Examines the diversity of homeland security partners, their capabilities, strengths, and improvement areas in terms of collaborative preparedness and response.

HLS 4320   Homeland Security Capstone

Students will demonstrate integrative knowledge and comprehension of the concepts they have learned by completing each of the previous HLS required core courses. Students will develop a final project based on a real-world problem in homeland security by applying the knowledge and tools learned throughout the course and the homeland security program.

HTH 1301   Introduction to Medical Law & Ethics

This course will introduce the key principles governing release of information and confidentiality of patient information. Topics to be covered include: confidentiality; release of information; legislative process; the court system; legal vocabulary; record retention guidelines; patient rights/advocacy; advance directives and ethics. An overview of health care delivery systems and the roles of health care professionals will also be presented.

HTH 1304   Health Information Technology & Systems

This course introduces students the health information (medical record) depart and to the fundamental theories of data management in the healthcare setting. Historical and current record-keeping practices will be explored as well as a basic overview of health care delivery systems. The definition of, standards for, and development of both paper and electronic health records as to content, format, evaluation, and completion are discussed. Numbering and filing systems, registries, indexes, forms, and screen design and data exchange are addressed. Other topics include data sets, storage and retrieval and the use and structure of healthcare data, record assembly and analysis, chart location, master patient index, physician documentation and release of information, the role of accrediting and regulatory agencies, facility and staff organization, legal and ethical issues, and the transition to an electronic patient record.

HTH 1305 Pharmacology

This course will provide the general principles and concepts of pharmacology. The course will explore the indications, dosages/ strengths, dosage calculations/measurements, and precautions/ contraindications that may be associated with specific drugs or drug classes, as well as mechanisms of drug administration and therapeutic management of patients with specific disease states, medical processes, health conditions, or considered as special patient populations.

HTH 1306 Introduction to Health Care Statistics

This course introduces students to basic statistical principles and calculations as applied in the health care environment. This course focuses on procedures for collecting and reporting vital statistics and basic quality control population statistics. In addition, students will learn the fundamentals of displaying statistical information using a variety of graphs and charts.

HTH 2303 Pathophysiology

This course will provide education on the general mechanisms of disease processes and health problems including inflammation, degeneration, immunity, congenital, hereditary, neoplasia, as well as diseases caused by deficiencies or excesses. The most commonly occurring diseases of body systems are surveyed.

Prerequisite— HCA 1301, HTH 2302, and HTH 2306 or equivalent

HTH 2304   Introduction to Health Information Management

This course provides an introduction of health information management principles, policies, and procedures including health data content, coding and reimbursement, integrity, registries, access, and retention as well as the integration of technology in health care. Historical and current recordkeeping practices will be explored as well as a basic overview of health care delivery systems. Ambulatory

care, long term care, mental health, and acute care health records are introduced. Forms design, filing methods, and types of numbering systems are covered. Other topics include the role of accrediting and regulatory agencies, facility and staff organization, health record content, record management, and the transition to an electronic patient record and future trends in health information.

HTH 2305 Health Information Documentation Management

This course covers documentation requirements for complete and accurate health records as required by licensing, accrediting, and regulatory agencies; skills in data collection tools, data quality assessment and integrity; healthcare data sets and standards; medical terminology; principles and guidelines for using International Classification of Disease (ICD-9-CM or ICD-10-CM); primary and secondary healthcare data sources.

HTH 2306 Medical Linguistics & Anatomy

This course will familiarize the student with basic concepts of human anatomy and physiology. The topics covered include, medical language, organization of the body, review of the cells, tissues, and membranes of the body. The body systems covered include: skeletal, muscular, integumentary, cardiovascular, lymphatic, and immune, respiratory nervous, sensory, endocrine, gastrointestinal, urinary, and reproductive.

HTH 2307 ICD-10-CM

This course provides overview of ICD-10-CM. Emphasis will be placed on the principles, theories, concepts and applications required to code diseases and procedures using the International Classification of Diseases, Tenth Revision, Clinical Modification (ICD-10-CM) Classification System. Chapter specific guidelines are considered and students are given an opportunity to practice coding in a variety of medical scenarios.

HTH 2308 Introduction to ICD-10-PCS

This course will prepare and train students to understand the format used and how to build an ICD-10-PCS procedure code. Key terms related to ICD-10-PCS, the system's use and the different sections contained within the PCS coding system: medical and surgical, obstetrics, placement, administration, measurement and monitoring; extracorporeal assistance, performance and therapies; osteopathic, chiropractic, and other procedure and treatment sections will be covered.

Prerequisite— HTH 2307 or equivalent

HTH 2309 Reimbursement Methodologies

Reimbursement methodologies introduce the student to different health insurances, managed care plans, and reimbursement methods. In this course, the student will become familiar with the health insurance industry, physician's office billing practices, legal and regulatory issues, and assigning proper billing codes to complete claim forms. Eligibility requirements, claims processing and adjudication, collection, and computerized patient accounting procedures are also emphasized.

HTH 2310 Introduction to CPT

This course will provide an introduction to basic coding principles using CPT/HCPCS coding/classification systems, this course emphasizes practice in the assignment of valid diagnostic and procedure codes in an ambulatory care setting. The course covers characteristics and conventions of coding using the Physicians Current Procedure Terminology procedural terminology in current

use, evaluation and management services, medicine, HCPCS Levels II and III and CPT Category II and III Codes.

Prerequisite— HTH 2308 or equivalent

HY 1010 Western Civilization I

Explores the history of Western Civilization. Examines the social and cultural as well as political contexts out of which the West developed.

HY 1020 Western Civilization II

Continues exploring the history of Western Civilization begun in Western Civilization I. Examines developments in Western thought and culture from the 18th century through the 21st century.

HY 1110 American History I

Surveys United States history from European discovery through the Colonial, Revolutionary, early national and Antebellum periods, concluding with the Civil War.

HY 1120 American History II

Surveys the social, political, and economic history of the United States from the advent of the Gilded Age to the early 21st century.

HY 2000 American Military History I

Examines the history of the American military from its infancy as unorganized colonial militia groups to an Army of a country on the brink of reaching world power status in 1918.

HY 2020 American Military History II

Continues American Military History I beginning with 1918 and concludes with discussion of America's military role in the war against terror.

IHMC Industrial Hygiene Management Certificate

This undergraduate course provides an introduction to the practice of industrial hygiene. It covers the history, regulations and the basic principles involved. A practical understanding of industrial hygiene standards, and measurements enforced by the federal Occupational Safety and Health Administration, (OSHA) as well as sources of recommended standards and practices are emphasized. Students are introduced to topics, material, and computations concerning appropriate toxicology and occupational health and safety standards. In addition, airborne contaminants and indoor air quality are examined. Discussion of noise and radiation exposures, as well as ergonomic issues and the effects of temperature extremes are analyzed. The use of proper personal protective equipment is presented and discussed.

ITC 3001 Personal Computer Fundamentals

Fundamentals of personal computers are examined with an emphasis on current application software. Provides an overview of personal computers, the Windows operating system, and Internet technologies. Includes extensive and valuable hands-on experience using several applications in the Microsoft Office Suite. Does not require a PC with Windows. Does require Microsoft Office Professional 2010. Contact your instructor BEFORE purchasing or loading any software.

ITC 3306 Operating Systems

This course introduces both theoretical and technical aspects of several current operating systems. Covers operating system installation, configuration, use, and maintenance. Network, device, and file system topics are included.

ITC 3450   Introduction to Data Communications

Examination of data communications fundamentals including the transmission and reception of data signals, networking and network architecture, and communications protocols. Provides a baseline level of knowledge for success in industry and preparation for networking certifications, including the Network+, MCSA, MCSE, CNA and CCNA designations.

Prerequisite— ITC 3001 or equivalent

ITC 3840   Maintaining Microcomputer Systems

Students will examine microcomputer hardware and peripheral installation, maintenance, and troubleshooting, including networking and security considerations. Material covered prepares students for additional study in networking and information security or support technician positions.

ITC 4010   System Analysis & Design

Exploration of structured systems analysis and design terminology and techniques. Presents a foundation in systems design and documentation necessary for effective communication and career advancement for all technology professionals.

Prerequisite— ITC 3001 or equivalent

ITC 4150   Database Design & Implementation

Comprehensive coverage of database systems design, development, and implementation. Demonstrates tools and techniques necessary in creating data-models and subsequent database designs. Provides hands-on experience using diagramming tools.

Prerequisite — ITC 3001 or equivalent

ITC 4175   Database Implementation & Management

Continued study of databases with a focus on implementation and management. Provides hands-on experience using current database applications and SQL. Includes coverage of database administration and management issues and techniques.

Prerequisite — ITC 4150 or equivalent

ITC 4210   Programming Concepts & Problem Solving I

Introduction to solving computer programming problems using Visual Basic. Includes principles that translate easily to many other modern programming languages. Focuses on user interfaces, program structure, language syntax, and implementation details. Requires Visual Basic.

Prerequisite—ITC 3001, ITC 4010 or equivalent

ITC 4230   Programming Concepts & Problem Solving II

Advanced study of programming-related problem solving using Visual Basic. Covers object-oriented concepts such as classes, reusability, and encapsulation. Requires Visual Basic. See the course syllabus for specific details.

Prerequisite—ITC 4210 or equivalent

ITC 4310   Web Design & Development

Presents Web design principles and techniques coupled with practical experience in the design and creation of Web sites. Includes coverage of the latest tools, trends, and issues relating to computers and technology.

Prerequisite— ITC 3001 or equivalent

ITC 4313   IT Ethics and Professionalism

This course covers historical, social, economic, and legal considerations of information technology. It includes studies of professional codes of ethical conduct, philosophy of ethics, risk analysis, liability, responsibility, security, privacy, intellectual property, the Internet, and various laws that affect an information-technology infrastructure.

ITC 4390   Internet & Network Security

Practical examination of information security fundamentals. Includes security planning, technologies, and personnel issues. Covers material helpful in the preparation for the Security+ certification exam.

Prerequisite— ITC 3450 or equivalent

ITC 4453   IT Infrastructure Management

A comprehensive study of current technology management trends and tools. Includes coverage of varying types, sizes, and levels with an emphasis on larger organizations and systems and how they leverage technology to maintain a competitive advantage.

Prerequisite — ITC 4390 or equivalent

ITC 4760   Information Technology Evaluation & Implementation I

Capstone project course resulting in the completion and delivery of the first phases of a faculty approved project. Includes readings in project management and practice with project management software.

Prerequisite— ITC 4010, ITC 4150, ITC 4210 or equivalent

ITC 4780   Information Technology Evaluation & Implementation II

Capstone project course resulting in the completion and delivery of the final phases of a faculty approved project continued from ITC 4760. Includes additional readings in project management and practice with project management software.

Prerequisite—ITC 4760 or equivalent

LSS 1300   Learning Strategies for Success

This course introduces the skill set needed to succeed in online courses. It provides opportunities for learners to write effective college papers, use the CSU online library, and develop strategies that enhance career planning.

MAR 2251 Internet Marketing Principles

Presents the conceptual and practical knowledge needed to comprehend the implications of the Internet for business. Guides learners through the concepts, trends, and characteristics of doing business online to provide the ability to develop and implement effective strategies for digital business.

MAR 3211 Consumer Behavior

Investigates consumer behavior as the study of people and the products that shape their identities. Presents personal and professional relevance to consumer behavior including psychological, social, economic, and political foundations in consumer activities. Analyzing buying behavior, learners explore the products, services, and consumption activities which contribute to the broader social world from a multi- cultural perspective.

MAR 3231 Marketing Research

Introduction to the marketing research process. Exploration of the many ways that marketing researchers gather information and utilize

technology and the Internet in marketing research. Global marketing research is explored in detail and includes ethical, social, political, and legal implications to research activities.

MAR 3271 Advertising

This course focuses on the importance of how businesses integrate marketing communications into their business models and how advertising is produced and transmitted using traditional and new media channels. Learners explore the global effects of marketing and advertising on business, industry, and national economies, and the strategic function of advertising within the broader context of business and marketing.

MAR 4610 Strategic Marketing

An overview of various strategies for building and sustaining a competitive advantage in the global market. Strategic marketing is examined utilizing a decisions approach in marketing with applications addressed through case studies and analysis. Defines an organization's mission and goals, identifying and framing organizational opportunities, formulating product market strategies, budgeting, and controlling the marketing effort.

MAR 4625 Direct Marketing

An overview of direct marketing with an emphasis on database marketing, customer relationship marketing, and response-driven marketing. Provides more strategic integration of ideas, technology, and media into market planning.
Explores a wide range of direct marketing initiatives to sell products and services globally.

MAR 4680 Marketing for Hospitality and Tourism

Study of marketing as one of the most exciting and complex functions of a hospitality and tourism manager. Combines knowledge of the market's behavior, a tailored product-service mix, and appropriate sales techniques to demonstrate that the marketing function represents one of the operation's best chances for success.

MAT 0390   Basic Math

Explores the basic fundamentals of college-level mathematics.

MAT 1301 Liberal Arts Math

Introduces non-technical applications of mathematics in the modern world. The course is designed to cultivate an appreciation of the significance of mathematics in daily life and develop students' mathematical reasoning. Subjects include Quantitative Information in real-world situations, geometry, statistics, and probability.

MAT 1302 Algebra I

Presents substantive skills in quantitative and abstract reasoning in the use of mathematics as a computational and analytical tool.

MAT 1303 Algebra II

Presents substantive skills in quantitative and abstract reasoning in the use of mathematics as a computational and analytical tool in a continuation of Algebra I.

Prerequisite—MAT 1302 or equivalent

MAT 1304 Finite Math

Finite Math consists of a survey of mathematical analysis techniques used in work and everyday-life situations. Topics include an introduction of linear functions, matrices, logic, mathematics of finance, probability, and counting techniques along with their applications.

MAT 2301 Elementary Statistics

Provides the basic principles and issues relevant to the understanding of data sources and research. Students gain an overview of the basic concepts of statistics by exploring the world of descriptive statistics, probability, and inferential statistics.

Prerequisite—MAT 1302 or equivalent

MAT 2302 Pre-Calculus

Explores in-depth, precalculus mathematics. Topics include functions and their graphs; a study of polynomials and rational functions; exponential and logarithmic functions; conics; and an introduction to calculus.

Prerequisite—MAT 1302 or equivalent.

MAT 2303 Calculus

Examines the basics of calculus. Topics include the differential calculus computations and applications to graphing and finding maxima-minima, the integral calculus substitution and applications to area and probability, and the Fundamental Theorem of Calculus.

Prerequisite—MAT 2302 or equivalent

MBA 5101 Strategic Management and Business Policy

Presents an integrative analysis and case studies on the process of developing and managing business strategies.
Topics include development of corporate goals and objectives, competitive analysis, business model examination, and organizational systems design for plan implementation.

MBA 5401 Management Information Systems

Theory and practice of management information systems including information requirements analysis, design methodology, and system implementation considerations. Topics include new technology convergence, management of disrupted technology, technology impacts, and business continuity planning.

MBA 5501 Advanced Marketing

An overview of advanced topics in marketing planning, strategy, analysis, and control. Emphasis on consumer needs and analysis, market position, competition, and public policy environment related to marketing activities.

MBA 5652 Research Methods

Business research methods will guide students in advancing their knowledge of different research principles and their applicability in social research. Students will investigate a business-related issue in their content area and design a publishable research proposal.

MBA 5841 Strategic Marketing

An overview of marketing or marketing management with an emphasis placed on enabling the marketing manager to create strategies that fit the product or service to the organization's distinctive competencies and its target market. Develops decision-making skills in marketing and provides an overview of the strategic marketing management process. Different methods are used to address and exemplify the many issues and problems that are involved in creating and implementing the marketing strategy.

MBA 5851 Marketing Research

Introduction to the marketing research process. Exploration of the many ways that marketing researchers gather information and utilize

technology and the Internet in marketing research. Global marketing research is explored in detail and includes the ethical, social, political, and legal implications to research activities.

MBA 5861 New Product Marketing

Exploration of several new product subject areas including marketing, technical, creative design, and management issues related to new product marketing. Designed for students interested in working in environments impacted by high technology innovations, both in the context of small entrepreneurial firms and large established companies. Explores the challenges faced by marketers, business managers, and consultants in bringing a new technology to the market.

MBA 5871 Business to Business Marketing

Presentation of strategic marketing and business policies. A foundation is established for better understanding of organizations, and to assist students in viewing organizations as a continuously evolving entity. Concepts include the foundations of e-commerce, retailing and advertising, market research, various marketing strategies and implementation of such strategies, and the management of business marketing channels.

MBA 6001 Organizational Research & Theory

Examination of organizational theory and managerial concepts of human behavior in organizations. Topics include theoretical and practical application of motivation, leadership, power, and reward systems. Provides a balanced view of the structural and human sides of organization design.

MBA 6053 Economics for Managers

Review of managerial economics and problems encountered in firm management. Examines changing economic environment, business trends and fluctuations, and introduces forecasting techniques.

MBA 6081 Corporate Finance

Introduction to standard techniques and recent advances in a practical and intuitive way. Although a strong background in financial management is not required, a rudimentary idea of financial statements and serious curiosity about the world of financial corporations is useful. Emphasis throughout is on the managerial implications of financial analysis.

MBA 6151 Operations Research

Introductory examination of operations research with emphasis on applications of network, inventory, scheduling, queuing decision models for business and management, and basic problems in operations management.

MBA 6301 Business Ethics

Explores the role of individual, business, and government activities related to ethically responsible commerce and socially beneficial business activity.

MBA 6601 International Business

Examines current patterns of international business and social, economic, political, and cultural systems impacting the conduct of business. Topics include international business transactions, financial institutions facilitating international transactions, and interface between nation states and the firms conducting foreign business activities.

MBA 6621 International Legal Environment

Investigates international legal, political, and social institutions impacting business activity. Provides a comparative study of government regulations, ethics, and corporate governance and explores landmark judicial decisions and business cases.

MBA 6631 Intercultural Management

This course is about the comparative study of the multicultural, intercultural, and diversity dynamics of conducting domestic and international business. Focus will be on the unique intercultural and multicultural problems, characteristics, opportunities, and demands faced by firms in both local and domestic businesses, and the individuals engaged in its corresponding intercultural and multicultural communications, negotiations, integration, and unique transactions across value systems of various nations.

MBA 6641 International Economics

Study of trade and international economics and considers comparative advantage and production factors. Examines trade and international economics and considers comparative advantage. Considers how growth is influenced by trade and various alternative trade theories. Analysis of trade restrictions and the effect of trade on environment and political policies.

MBA 6841 Public Budgeting

Introduction to governmental and non-profit accounting, reporting, and auditing that continue to evolve rapidly. Moreover, the ever-increasing scrutiny and accountability to which governments and non-profit organizations are being subjected by others, including Congress, practitioners, investors and creditors, standards setters, and academicians, clearly signal that their accounting, reporting, and auditing concepts, standards, and practices are in constant change.

MBA 6851 Administration of Public Institutions

Analysis of public institution structures and policy processes within government and nonprofit agencies. Concepts, issues, and problems confronted in the public sector and nonprofit organizations are explored to include personnel, budgeting, leadership, planning, and decision-making.

MBA 6861 Public Policies

Examines public policy, policy formulation, implementation strategies, and analysis techniques within various public sector and nonprofit organization environments.

MBA 6871 Public Finance & Legislative Procedures

Examines public funding structures and explores the politics and legislative and executive powers impacting public finance. Explores national, state, and local government roles in allocations and competition for resources.

MBA 6931 Project Management Strategy & Tactics

Introduction to the methodologies and technologies that will assist project managers in the coordination of projects from inception through completion. Instructs learners to satisfy customer needs, apply budgeting concepts, manage production time, invest resources, and create performance specifications designed with defined requirements. Provides tools to understand, design, and apply systematic project management organization and administration.

MBA 6941 Managing Project Teams

Analysis and discussion of the diverse sectors of project management leadership and team activity, as well as a wide range of organizations and topics related to project teams. Project teams are comprised of multiple job sectors and divisions. Explores project team members from project creation to completion, while managing team conflict, motivation, individual and group behavior, and strategic completion of work assignments.

MBA 6951 Managing Complex Projects

Comprehensive study of the project management process and the complexities of project management from a systems perspective. Includes the systematic approach to planning activities, controlling and closing project integration management, project scope management, project time management, project cost management, project quality management, project communication management, project risk management, and project human resources management. Prepares students to plan, control, and perform projects within the modern workplace by presenting requisite processes and techniques.

MBA 6961 Project Management

A comprehensive study of the skills of problem solving and decision-making which are critical to effective project management. Includes program value, project definition, environmental considerations, time sensitivity, risk sensitivity, metrics gathering, cost reduction, impact analysis, risk response controls, and basic elements of contracts. Focuses on practicing effective decision-making including learning how to identify and quantify problems and potential solutions.

MCJ 5078 Computer Applications for Criminal

Justice Administration introduces popular personal computer applications and provides an overview of the Windows operating system. Covers Windows and the applications in the Microsoft Office Suite including: Word, PowerPoint, Excel, and Access through numerous hands-on assignments. Introduces the Internet for criminal justice related research.

MCJ 5135 Theory of Crime & Criminology

Examines historical explanations of crime and criminal behavior, and addresses the social impact of crime, crime prevention, and research into current issues.

MCJ 5390 Critical Analysis of Criminal Justice Administration

Overviews of organizational theory and principles of administration provide studies of structure, function, and processes of criminal justice system administrations (law enforcement, courts, and corrections) as well as theoretical assessment and trends.

MCJ 5460 Juvenile Justice Administration & Delinquency

Explores the nature and extent of delinquency and subsequent policy applications from theoretical and administrative approaches as well as current research into juvenile deviant and delinquent behavior.

MCJ 5532 Research Methods in Criminal Justice Administration

Examines research and methodology specifically designed for criminal justice applications as tools to develop and implement basic research.

MCJ 6150 Training & Development in Criminal Justice

Presents the organizational development model in human resources management covering concepts, processes, and practices of employee success and demonstrating methodologies applicable to the goals and objectives of criminal justice organizations.

MCJ 6230 Constitutional Law for Criminal Justice

Explores constitutional law and its impact on contemporary America, including constitutional rights and potential civil liability in the workplace.

MCJ 6257 Criminal Courts & Professional Ethics

Examines the various roles of criminal justice professionals, and proper procedures of evidence collection and processing within the legal system. Students explore ethical dilemmas and major ethical challenges throughout the criminal justice system.

MCJ 6374 Special Topics in Criminology

Introduces contemporary issues in criminology and criminal justice. Developed around the writings of leading criminal justice researchers and specialists while exploring the current issues surrounding cybercrime and cyberterrorism. Students study criminal justice agencies, institutions, processes, strategies, threats, and personnel working with cybercrimes as well as the impact of globalization as it relates to cybercrime and terrorism.

MCJ 6453 Global Terrorism

Presents a look at the evolution of new laws that create a cooperative environment coordinating training and action measures between local, state, and federal agencies in an effort to singularly respond to and prevent terrorist threats and incidents.

MCJ 6530 Critical Analysis of Criminal Justice Public Policy

Examines all aspects of the criminal justice system from an organizational perspective, evaluates criminal justice agencies and organizations in the larger environmental context, includes analysis of external organizations, public interest, state and national policy, and explores the changing and expanding role of the criminal justice system.

MEE 5801 Industrial & Hazardous Waste Management

The course focuses on the study of solid and hazardous wastes. Topics cover the generation, treatment and disposal of wastes generated by the non-commercial and industrial segments of society. The curriculum is extended to understanding the hazardous substances that become hazardous wastes. This includes tracking how these materials are classified by the GHS (Globally Harmonized System of Classification and Labeling of Chemicals developed by the United Nations), how they move through the value chain of commerce, how these hazardous wastes are regulated when under the control of industry and when hazardous materials are abandoned in a leaking landfill that is adversely impacting human health or the environment. Students will be exposed to non-U.S. situations to gain a more global perspective on this topic.

COURSE DESCRIPTIONS

MEE 5901   Advanced Solid Waste Management

Opportunity to study the growing and increasingly intricate problems of controlling and processing the refuse created by urban society. Includes discussion of issues concerning regulations and legislation with major emphasis on solid waste engineering principles.

MEE 6201   Advanced Pollution Prevention

In-depth study of advanced pollution prevention practices and the preparation of a pollution prevention management plan. Emphasizes methodologies that achieve environmental compliance through less expensive pollution control methods.

MEE 6501   Advanced Air Quality Control

In-depth study of advanced air quality control science and management practices. Addresses health effects, environmental impacts, monitoring, modeling, and treatment.

MHA 5001   Health Care Financial Management

Utilizes standard financial tools to manage health care organization capital resources. Topics include capital funding, project management, costing and budgetary methods, capital formation, and infrastructure investment strategies.

MHA 5101   Legal Foundations of Health Care

This course provides an analysis of the legal aspects of health care delivery and the impact on health care institutions. Students will examine tort law, professional liability, cost controls, liability insurance, antitrust, and health care access.

MHA 5201   Health Resources & Policy Analysis

Analysis of public policies impacting health care programs, services, organizations, and program accessibility to citizens. Explores health policy generation, legislation, and implementation.

MHA 6501   Advanced Health Care Management

Explores administrative practice in health care with emphasis on long-term and acute care services, and health care structures, systems, and managerial processes. Topics include operations, planning, marketing, human resources, finance, productivity and control, and emerging trends in health services.

MHR 6401 Employment Law

Examines laws and regulations impacting rights and responsibilities within the employee and employer relationship. Topics include common law principles, discrimination, wage and hour law, National Labor Relations Act and other labor and employment laws. Focus is on federal laws governing employment.

MHR 6451 Human Resource Management Methods

Examines personnel administration for line supervisors and managers, and integrates a systems approach to government regulation of employment, employment laws, conflict resolution, and performance-based personnel management

MHR 6551 Training & Development

Study of current trends in human resource training and development with application to diverse organization environments and labor practices.

MHR 6751 Labor Relations & Collective Bargaining

Explores labor relations, contract negotiation and administration, and bargaining unit decision making processes. Examines social, political, and economic impact of collective bargaining and challenges to administration of a collectively established relationship.

MHR 6901 Compensation Management

Presents fundamental concepts, issues, and techniques associated with designing, managing, and evaluating compensation and benefits programs for increased organizational performance and competitive staffing.

MHS 5201 Weapons of Mass Destruction

Presents a balanced approach and detailed description of the security environment while illuminating the multidimensional nature of WMD and terrorism. Explores technical aspects of threats, terrorist capabilities, and risk assessments that form the basis for making strategic decisions.

MOS 5101 Safety & Accident Prevention

Analysis and discussion of theories and principles of OSHA and their practical uses in the workplace. Non-engineering based methods are used to facilitate student understanding.

Prerequisite—It is recommended MOS 5101 and MOS 5201 be taken sequentially.

MOS 5201 Safety Engineering

Study of providing practical input about design ergonomics, desired safety features, and human factors. Examines how the OSH professional works with the designer to ensure the appropriate product, facility, or equipment needed for a project.

Prerequisite— MOS 5101 or equivalent

MOS 5301 Fire Protection Technology

Introduction to the design, specification, approving, testing, maintaining, and installing of fire protection systems. Examines a wide variety of simple and complex special hazard fire alarm systems through the use of real-world applications.

MOS 5425 Advanced Toxicology

Advanced understanding of toxicology in the occupational environment. Analysis of target organs, adverse health effects, and the systems/organs that are the targets of toxicants. Includes assessments of safety and risk of carcinogenic and non-carcinogenic chemicals.

Prerequisite— BIO 1100, CHM 1030 or equivalent

MOS 5525 ISO 14000

A comprehensive study of the International Organization for Standardization (ISO) 14000 series on Environmental Management. Assesses the requirements to implement an Environmental Management System (EMS) and emphasizes the value of beyond compliance environmental S&H management systems in well managed organizations.

MOS 5640 Advanced Interactions of Hazardous Materials

Advanced examination of how emergency incidents are developed or impacted by hazardous materials using the fundamental concepts of organic and inorganic chemistry understandable to all emergency services personnel. Shows how key elements and compounds undergo important changes during a hazardous materials incident.

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MOS 6301 Advanced Industrial Hygiene

Examination of advanced practical theory as it applies to the classical industrial hygiene field. Review an array of investigative, scientific, engineering, organizational, and social skills that are necessary to effectively control occupational and environmental health hazards.

MOS 6625 System Safety Engineering

Advanced study of system safety programs with an emphasis on risk control. Addresses basic and essential information about the identification, evaluation, analysis, and control of hazards in components, systems, subsystems, processes, and facilities.

MOS 6701 Advanced Ergonomics

Comprehensive study of ergonomics and ergonomic principles with particular attention given to ergonomic development in the workplace. Design and evaluation of ergonomic systems and specific contents of ergonomic program design and development are given special attention.

MOS 6801 Emergency Management

This course focuses on the evolution of emergency management in the last 110 years and the role of the Federal Government. Students will investigate Hurricane Katrina to identify the breakdown of response efforts that resulted in the reconstruction of federal policies and procedures. Finally, students will study major disasters since Hurricane Katrina to assess present and future government response capabilities to a major disaster.

MSE 5101 Legal Aspects of Emergency Services Management

Explores the basic principles and terms of law in relation to fire protection and various legal actions against people or organizations charged with emergency services management duties. Contains court cases, statutes, and regulations that have an impact on emergency service organizations.

MSE 5201 Advanced Fire Administration

This course will allow students to analyze the fire service operations within emergency management. Students will examine the stakehold that the fire service has within the EM field and prepare senior emergency management officials to manage the operational component of a rescue department during an emergency.

MSE 5301 Interagency Disaster Management

Focuses on interagency cooperation for complex crises and domestic emergencies. Reviews the coordinating mechanisms and planning tools within the disaster response community for enhanced interagency response operations. Particular attention paid on lessons from post 9/11 and Hurricane Katrina.

MSE 6201 Homeland Security

Comprehensive examination of homeland security, terrorism, domestic security, emergency preparedness, and border and transportation security. Provides a definitive overview of our nation's critical homeland security issues focusing on analysis, insight, and practical recommendations.

MSE 6301 Risk Management

Comprehensive foundation on the background, components, and systems involved in the management of disasters and other man-made or natural emergencies. Examples focus on the U.S. domestic system of emergency management with supporting learning experiences from international incidents.

MSE 6701 Case Studies in Natural Catastrophes & Man-Made Disasters

Critical look at emergency services management interactions in major historical natural catastrophes, man-made disasters, or terrorist incidents through the lessons learned from case study evaluation.

MSL 5080 Methods of Analysis for Business Operations

Practical examination of quantitative analysis techniques in strategic business decision making and the management of production and service operations. Introduces tools such as forecasting, decision analysis simulation, linear programming, and project management. These quantitative techniques assist managerial decision making in finance, marketing, quality assurance, service, and human resources.

MSL 5100 Applied Research Project

Application of knowledge and analytical skills to solve appropriate business problems or opportunities. Student conducts an applied research project on a single business entity. This provides the opportunity to create an integrated comprehensive analysis, strategy formulation, and strategic implementation plan that addresses the student's chosen business opportunity or problem.

MSL 5200 Crisis Communication Management

Stresses that managers must be in a position to communicate effectively during crisis situations. Knowledge and specific skills are presented in this course to assist managers with effective communication during stressful or emergency situations.

MSL 6000 Psychological Foundations of Leadership

Review of the basic concepts, theories, and research regarding psychological issues related to organizational behavior and leadership. Includes the nature of leadership, leadership behavior, and specific psychological traits of ordinary individuals in leadership roles.

MSL 6040 Current Issues in Leadership

Examines critical issues in leadership using a case analysis method. Explores the role of leadership in current business organizations. Serves as the capstone course for the Master of Science in Organizational Leadership curriculum and includes a significant writing component.

PHL 1010 Critical Thinking

Introduces the art of devising ways to improve the quality of learning and life by systematically improving the thinking that underlies them.

PHL 2350 Philosophies of World Religions

Introduction to the histories, basic philosophies, and characteristic practices of the world's major religions.

PHS 1110 Principles of Classical Physical Science

Provides a foundation in science and creates context for a variety of aspects of daily life ranging from American jurisprudence to technological advancement to modern management practice. Classical Physical Sciences is a stand- alone course in a two-course offering in the physical sciences.

PHS 1120 Principles of Modern Physical Science

Reviews the structure of the atom, the structure of the nucleus, and the basics of chemistry. Continues with a phenomenological survey of the solar systems, stars, and galaxies. Principles of Modern Physical Sciences is a stand-alone course in a two-course offering in the physical sciences.

PS 1010   American Government

In-depth study of American government and politics focusing on a balanced, unbiased, and up-to-date introduction to constitutional, governmental, political, social, and economic structures and processes.

PS 2000   Introduction to Political Science

Introduces the major concepts and themes of political science by examining the fundamental principles, concepts, and methods of the discipline, and the basic political processes and institutions of organized political systems.

PS 2010   American State & Local Politics

Introduction to state and local governments in the United States. Acquaints students with the structures and functions of state and local level governments and how political decisions are made at these levels.

Prerequisite—PSY 1010 or equivalent

PSY 1010   General Psychology

This course is an introductory survey of the principles, theories, and methods of psychology as a basis for the understanding of human behavior and mental processes.

PSY 2010   Abnormal Psychology

Explores the definition of abnormal behavior and causes, classifications, and assessments for psychological disorders.

Prerequisite—PSY 1010 or equivalent

PSY 3019   History & Systems of Psychology

This course explores the historical, philosophical, and scientific roots of modern psychology, including the people, cultural aspects, and events that shaped the evolution of psychology.

Prerequisite—PSY 1010 or equivalent

PSY 3140   Social Psychology

Study of the social factors influencing individual behavior. Examines the constructs of socialization, social influence and conformity, social interaction, decision making, and attitudes and opinions.

Prerequisite—PSY 1010 or equivalent

PSY 3150   Developmental Psychology

Broad overview of human development across the life-span with emphasis on psychosocial, physical, emotional, and cognitive changes.

Prerequisite—PSY 1010 or equivalent

PSY 3350   Theories of Personality

Critical analysis of major theories and systems of personality and introduces research methods in personality.

Prerequisite—PSY 1010 or equivalent

PSY 3380   Psychology of Learning

Introduction to the branch of psychology that addresses how people and animals learn, and how their behaviors are changed as a result of this learning.

Prerequisite—PSY 1010 or equivalent

PSY 3505   Psychology of Adjustment

Examines human adjustments and the resulting forms of behavior. Explores various methods used by individuals when adjusting to the changing requirements of the environment.

Prerequisite—PSY 1010 or equivalent

PSY 4021   Physiological Psychology

Examines the physiological correlations of behavior. Explores current problems, theories, and techniques in physiological psychology with emphasis on central nervous system mechanisms.

Prerequisite—BIO 1030, PSY 1010 or equivalent

PSY 4460   Cognitive Psychology

Study of human intellectual functioning and development from infancy to adulthood. Provides a comprehensive study of our cognitive processes.

Prerequisite—PSY 1010 or equivalent

PSY 4501   Research Methods in Psychology

Introduction to research methods in psychology. The primary emphasis is on behavioral research, but the approach can be applied in other fields as the broad basis of scientific thinking.

Prerequisite—PSY 1010 or equivalent

PSY 4560   Psychological Assessment

Overview of the field of psychological testing and the fundamental principles and procedures applicable to all types of psychological tests. Explores various types of psychological testing.

Prerequisite—PSY 1010 or equivalent

PSY 4620   Health Psychology

This course surveys health psychology and behavioral medicine. It examines the science that connects behavior to health in a biopsychosocial model, including the psychological processes and relationships between health and human behavior. Current research into the prevention, treatment, and causes of health-related disorders are also examined.

Prerequisite—PSY 1010 or equivalent

PSY 4680   Industrial Organizational Psychology

Provides an analytical understanding of industrial/ organizational (I/O) psychology, one of the major applied areas of psychology. Examines the diverse field that addresses the human side of organizations.

Prerequisite—PSY 1010 or equivalent

PUA 5301 Administration of Public Institutions

The Administration of Public Institutions course focuses on the evolution of the ontological (view of reality) and epistemological (view of knowledge derivation) theoretical foundations that undergird the multidisciplinary applied field of public administration research and practice. Students will demonstrate both knowledge and comprehension of the history and evolution of contemporary public administration theories from the multidisciplinary field of research and practice. Students will engage in critical thinking and decision making in the application of public administration theoretical knowledge and comprehension to the processes of solving real-world problems facing the field of public administration demonstrated in written evaluation briefings using both analysis and synthesis.

PUA 5302 Public Administration Ethics

The Public Administration Ethics course focus is meta-ethics, normative ethics, and applied ethics theory in the context of the multidisciplinary applied field of public administration and policy research and practice. Students demonstrate knowledge and comprehension of ethical theories such as utilitarianism, deontology, and social constructivism, and through analysis engage in critical thinking and problem solving for comprehension of real problems facing public managers. Students write up their analysis and synthesis in support of an ethical decision and judgments from readings. Students will evaluate a public agency Code of Ethics for analysis and presentation to support comprehension. Ethical case studies are useful for application of ethical constructs and written evaluations include recommendations for administrative, managerial, and leadership responsive action.

PUA 5303 Organizational Theory

Students will demonstrate knowledge and comprehension of the foundational theories of both organizational theory and organizational behavior in the public administration context. Students will evaluate the usefulness and applicability of various organizational, theoretical, and behavioral based theoretical constructs to specific public sector organization/agency case study scenarios. Students will apply theory to practice in solving case study problems using appropriate and applicable theories from the body of literature addressing organizational theory and behavior in the context of public service.

PUA 5304 Quantitative Research Methods

Students will demonstrate both knowledge and comprehension of applied research, quantitative research, and qualitative research designs and methodologies that are applicable to the public workplace.   Students learn how to conduct research, and an outline is provided for each step in the process. Statistical software, Microsoft Excel (or similar), is used to demonstrate the various techniques used to analyze data, and Microsoft PowerPoint (or similar) helps to demonstrate a method for presenting a research project and findings.

PUA 5305 Public Finance and Budgeting

Students will demonstrate both knowledge and comprehension of the foundational theories and methodological tools used in public finance and budgeting. Students will apply their knowledge and comprehension and make use of finance and budgeting methodological tools, such as cost-benefit and cost-effectiveness analysis, in the application of finance and budgetary theory-to-practice, create, and oversee public sector fiscal processes. Students will evaluate a real budget and identify important budget items that public managers must consider in preparation and presentation of a budget. The usefulness of finance and budgeting theoretical constructs and methodological tools will be applied to solve real world public finance and budgetary case studies.

PUA 5306 Public Policy

The Public Policy Analysis course provides a critical overview of the public policy process and effects on public, nonprofit, and private organizations. Students identify the steps in the public policy and analysis process including problem identification, policy formation, and implementation, as well as evaluate techniques within various public sectors and nonprofit organization environments. This course allows students to implement successful strategies using case analysis and demonstrate understanding of the policy steps as students apply them to a public policy moving through their state, city, or county legislature or policy regulation within the public agency.

PUA 5307 Strategic Planning

The purpose of this course is to provide students with an in-depth examination of strategic planning in the public and nonprofit sectors. The course will highlight how the lack of strategic planning has negatively impacted the efficiency and effectiveness of public and nonprofit agencies historically. In addition, the course will present real-world applicable strategies and techniques that can empower public and nonprofit agencies to craft strategic plans that will help ensure their health and success during an era of cutback management, reduced budgets and revenues, and increased citizen and stakeholder demand.

PUA 5308 MPA Seminar

This course meets the critical thinking, written, and presentation outcomes of the MPA program. Students will demonstrate integrative knowledge and comprehension of the theoretical constructs and methodological tools that they have learned in each of the previous CSU MPA core courses. Students will apply theory to practice and evaluate the usefulness of technology and e-government, e-learning, and e-training in a public sector context. Students will develop a final project based in current and near future technological innovation and evaluate the usefulness of the technological innovation to enhancing the service provision of a governmental or nonprofit organization or agency.

Prerequisite— All Major Requirements Coursework

SEC 3301   Security Application Development

The Security Application Development course introduces students to best practices for securing applications, networks, and databases. Students learn how organizations protect assets from unauthorized access. Students start the initial phase of building applications while documenting security procedures.

SEC 3302   Advanced IS Security

The course provides an understanding of intrusion detection practices for organization security. Students become aware of procedures for maintaining information assurance. Students analyze data traffic to determine anomalies or dangers.

SEC 4301 IS Disaster Recovery

The IS Disaster Recovery course offers coverage of disaster recovery and business continuity practices for IS environments. Students develop business continuity documentation and assessments to plan for potential operational recoveries.

SEC 4302   Planning and Audits

Prepares students for IS planning and audits with security as the focus. Students learn how to perform planning to secure information systems deployments and conduct audits on existing information systems to discover potential weakness and opportunities.

SEC 4303 IS Security Policy Analysis

This course will provide learners with an introduction and overview to information security policies. Students will be introduced to organizational and sociological challenges in policy implementation in general and then provided a focused dialogue on information security specific policies within the context of different organizations. The class discusses the entire lifecycle of policy creation and enactment and presents the students with issue specific policies in different environments of security.

SEC 4320 IS Security Capstone

The Information Systems Security Capstone course focuses on a final project encompassing all information systems, information systems security, and concentration courses. Students apply knowledge learned from database management, programming, web development, and systems analysis. The project requires students develop an application by planning development, analyzing security risk, determining budgets for security activities, and evaluating overall health of the application. Projects are identified based on concentration tracks.

Prerequisite— All Major Requirements Coursework

SOC 1010   Introduction to Sociology

In-depth study of the basic concepts of sociology. Specific attention is given to culture characteristics, societal changes, inequalities in social classes, and how they relate to different groups in society.

SOC 2010   Cultural Geography

Surveys current issues and developing trends in social and cultural structures and regions across the globe. Explores social phenomena in geographical settings to cultivate an understanding of the interdependence of places, regions, and cultures in a globalizing world.

SP 1010   Speech Communication

Presents the basic principles of speechmaking and opportunities for students to develop their own skills. With the assistance of the course text, this course demonstrates the principles of public speaking in action. Course requires students have the equipment needed to record and submit a speech. The three speeches can be submitted through MySpeechLab, Skype, and/or DVD.

XI. Continuing Education

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CONTINUING EDUCATION

The Continuing Education Department at Columbia Southern University is committed to a program of public service, outreach and continuing education, to share its resources with the workforce to enhance the intellectual capital of all those in need of or who desire lifelong learning and development.

Continuing Education Services

CSU offers the following services.

- Continuing Education Classes
- Conference Management Services
- CEU Provider Service

Continuing Education Classes

A diverse offering of workshops, seminars and courses are available through Continuing Education.

These classes are offered in a variety of formats including on-site, online and webinars. Continuing Education Units (CEUs) will be awarded for eligible classes. A full list of events can be found at www.ColumbiaSouthern.edu/ContinuingEd.

Conference Management Services

A variety of conference management services are available to parties seeking assistance with coordinating a conference and/or event. Services include:

- Planning, research and logistics
- Registration hosting and coordination
- Marketing and communication
- Venue selection and coordination
- Vendor registration and coordination
- On-site logistics and coordination
- Speaker selection and coordination
- Evaluation and awarding of CEUs

CEU Provider Service

Organizations who would like to offer CEUs for their programs can apply to have CSU evaluate their program and award CEUs. A member of the Department of Continuing Education will guide you through the application and approval process.

There will be a fee of $25 per participant awarded CEUs. This fee is the responsibility of the requesting organization or student and will be paid to CSU prior to the CEU certification and/or transcript being mailed to participants. Learning Partners qualify for a discounted rate of $20 per participant awarded CEUs.

For more information, please contact the Department of Continuing Education at ContinuingEd@ColumbiaSouthern.edu or visit us online at www.ColumbiaSouthern.edu/ContinuingEd.

XII. Alliances

LEARNING PARTNERSHIPS

Columbia Southern University currently has more than 2,600 Learning Partnerships with corporations, municipalities, police and fire organizations across the US and Canada. CSU Learning Partner benefits include a 10% tuition discount which extends to spouses and dependents of employees. Additional advantages may include promotion of the Learning Partner Organization, exclusive Scholarship opportunities and personalized services from our Outreach Representatives.

Abbreviated Listing of CSU Learning Partners

Air Force Sergeants Association
American Jail Association
Birmingham Police Department
Center for Public Safety Excellence
City of Anaheim, CA
City of Atlanta, GA
City of Key West, FL
City of Knoxville, TN
Federal Protective Service
International Association of Arson Investigators
International Union of Police Associations
Metropolitan Nashville Police Department
Mohawk Industries, Inc.
National Sheriffs' Association
New York Fire Department
Orange County Fire Authority, CA
Savannah Fire and Emergency Services, GA
Tampa Fire Rescue
Tennessee Firemen's Association
Toyota Motor Sales
Voluntary Protection Program's Participants Association
Winnebago

Visit our website at http://www.columbiasouthern.edu/Community/Partnerships/Learning-Partners/Directory for a complete list of CSU Learning Partners.

UNIVERSITY ACADEMIC PARTNERSHIPS

At CSU, we are committed to providing our students with resources that will enhance their educational experience. Our partnerships with the following universities help us fulfill this commitment by offering CSU students a larger selection of degree programs to choose from. These university partners may offer additional benefits to CSU students, alumni, faculty and staff including acceptance of transfer credit, tuition discounts, admission application fee waivers and access to advising and other services.

Waldorf College

CSU students can transfer credit earned in a CSU undergraduate program into a bachelor's degree in business administration, organizational leadership, psychology, criminal justice administration or fire science administration at Waldorf College.

Waldorf College and CSU are sister institutions, both owned by Columbia Southern Education Group, Inc (CSEG). Both schools operate independently with separate governance and accreditation.

Capella University

CSU undergraduate and graduate students are eligible to transfer into Capella undergraduate and graduate degree programs. Transfer opportunities for CSU students into Capella include undergraduate, graduate and doctoral programs. Transfer courses must be equivalent to courses offered at Capella. Benefits include a 10 percent tuition discount, no admission application fee, and access to advising and other services.

Alabama Fire College

Alabama Fire College graduates are allowed advanced entrance into Columbia Southern University's BS in Fire Science program. Columbia Southern University now accepts courses completed at the Alabama Fire College for equivalent CSU major courses or electives.

Southern Arkansas University Tech

Southern Arkansas University students earning an associate degree have a transfer pathway into the Columbia Southern University degree programs including business administration, criminal justice, environmental management, fire administration and information technology.

Honolulu Community College

Students earning an associate degree in occupational and environmental safety management are eligible for transfer into Columbia Southern University's bachelor's degree in occupational safety and health.

Northcentral University

CSU MBA and MS graduates are eligible for admission into Northcentral University doctorate programs. CSU graduates will also receive a 10 percent discount on tuition.

Sullivan University

CSU undergraduate and graduate students are eligible to transfer into Sullivan University programs at the undergraduate and graduate (master's) level. Prospective Sullivan University students will need to meet all required admission requirements and transfer credit policies.

XIII. Board of Trustees

Columbia Southern University is governed by an eight to fifteen member Board of Trustees, which establishes the mission of the University and determines the general policies and affairs of the University. The Articles of Incorporation and the By-laws of Columbia Southern University clearly define the powers, duties, and responsibilities of the Board of Trustees.

The Board is responsible for appointing the President, establishing broad institutional goals and plans for the University, approving the earned degrees, approval of all governmental and private financial aid programs, the review and approval of the annual operational and capital expenditures budget of the University, including all major contractual relationships and other major obligations executed in the name of the University, and such other responsibilities as law, governmental directives, or custom require the Board to act upon. The Board of Trustees fulfills its responsibilities through three standing committees - The Executive Committee, the Academic and Student Affairs Committee and the Finance Committee - and through established procedures to ensure that it is adequately informed about the programs and general condition of the University.

The Board meets a minimum of four times per year. Two meetings are held via teleconference.

Questions concerning the Board of Trustees should be directed to the Office of the President, Columbia Southern University.

XIV. Administration

ADMINISTRATION & ACADEMIC OFFICERS

Columbia Southern University employs qualified administrative and academic officers who effectively lead the institution through expertise, experience, and competence. These foundational leaders of the CSU community are actively engaged in accomplishing the mission of the University through a combination of credentials and expertise associated with their positions.

For additional information on Administration and Academic Officers, please visit http://www.columbiasouthern.edu/About-CSU/Administration.

Executive Staff

Robert Mayes, Jr., M.B.A.
President

Chantell Cooley, B.S.
Executive Vice President

Tommy Cooley, B.S.
Vice President

Jeffrey M. Barksdale, Ph.D.
Provost and Chief Academic Officer

Sue S. Butts, S.P.H.R.
Vice President, Human Resources

Tara Collins
Manager, Office of the President

Rick Cooper
Vice President, Business Development and Military Initiatives

Billy Hayes, E.F.O.
Vice President, University Relations

Scott Oswald
Vice President, Information Technology

Ken Styron, M.B.A.
Chief Operating Officer, Chief Information Officer, and Vice President for Instructional Design and Technology

Pat Troup, B.S., C.P.A.
Chief Financial Officer

Associate Vice Presidents, Assistant Provosts, and Deans

Khalilah Burton, M.S.
Assistant Provost, Institutional Effectiveness and Accreditation

Kathy Cole, M.S.
Associate Vice President, Admissions, Marketing, and Outreach

Chelsea Hoffman, M.B.A.
Associate Vice President, Division Operations

Elwin Jones, Ph.D.
Assistant Provost, College of Business

Joe Manjone, Ed.D.
Assistant Provost, Special Programs

Misti Kill, Ph.D.
Interim Assistant Provost, College of Safety and Emergency Services

Scott Rounds, D.M., E.F.O., C.F.O.
Vice Provost, Student Affairs

Jennifer Steinford, M.L.I.S., M.Ed.
Dean, Libraries and Learning Resources

John Weidert, Ed.D.
Assistant Provost, College of Arts and Sciences

Academic Program Directors

Dan Corcoran, Ph.D.
Academic Program Director, Occupational Safety and Health; Environmental Management

Kimberley Garth-James, D.P.A.
Academic Program Director, Public Business

Brina Hollis, Ph.D.
Academic Program Director, Health Care

Samia Harb, Ph.D.
Academic Program Director, History; Political Science; World Religion

Heather Holt, M.B.A., CHPP
Interim Academic Program Director, Criminal Justice; Homeland Security

Misti Kill, Ph.D.
Academic Program Director, Emergency Management; Technology

Evelyn Knowles, Ph.D.
Academic Program Director, General Studies

Jason Ford-Green, Ph.D.
Academic Program Director, Math; Sciences

Keith Padgett, M.S., EFO, CFO
Academic Program Director, Fire; Emergency Medical Services Administration

Phil Harris, D.B.A
Academic Program Director, Business Leadership

Lavinia Sparkman, Ph.D.
Academic Program Director, Psychology

John Willey, Ph.D.
Academic Program Director, Communications, English, and Literature

Directors

Alexis Banks, M.B.A.
Director, Licensure and State Authorization

David Barnes
Director, Bookstore Operations

Vicki Barnes, P.H.R.
Director, Employee Activities

Joni Blalock, M.A.
Director, Corporate Outreach

Lille Cannon, Ph.D.
Director, Business Development

Tammy Comalander, B.B.A.
Director, Financial Aid

Nickie Cooper, A.B.J.
Director, Continuing Education

Ron Dennis, B.S., E.F.O.
Director, Training & Professional Development

Pam Dickinson, M.A.
Director, Technical Support

Rachel Farris, M.A.
Registrar

Austin Hanes, B.S.B.A.
Director, Student Resolution and Conduct

Brenda Holland
Director, Student Accounts

John Hope, Ph.D.
Director, Instructional Design and Technology

Amanda Manjone, M.Ed.
Director, Student Alumni and Engagement

Bethany Marshall, M.B.A.
Director, Academic Advising and Student Support Center

Gregory McClendon, M.B.A.
Director, Curriculum Planning and Outcomes Assessment

Charles Mims
Director, IT Operations

Cherea Schellhase, M.S.
Director, Institutional Research and Assessment

Blaine Snyder
Director, Maintenance

Wendy Troup, M.Ed.
Director, Success Center & Disability Services

Beau Vignes, B.F.A.
Director, Marketing

Edward Witherington
Director, Business Intelligence

Controller

Craig Taylor

Governmental Affairs Liaison

Joe Wilkins, Ph.D.,
Governmental Affairs Liaison

XV. Faculty

Columbia Southern University's (CSU's) qualified and experienced faculty members deliver diverse and dynamic online instruction to students throughout each course.

Faculty members are dedicated to their professions and incorporate real-world experiences to teach course concepts and theories.

Students are assigned an instructor for each course and will benefit from individual assessment feedback and class discussions. CSU faculty create an environment for learning and a positive student experience.

In addition, faculty members are a trusted source for academic achievement and integrity during a student's program. Faculty are available to answer questions and provide a timely response within 48 hours of student communication.

A complete list of faculty and the degree granting institution is available below and is updated regularly on the CSU website.

College of Arts and Sciences

Full Time Faculty

Jennifer Appelt, M.A.
English
Adult and Continuing Education
University of Kentucky
Morehead State University

Christopher Blackburn, Ph.D.
History
Auburn University

Freda Braddock, Ed.S.
Curriculum and Instruction
Liberty University

Kenneth Bridges, Ph.D.
United States History
University of North Texas

Megan Bunnell, M.S.
Mathematics
University of West Florida

Thomas Cochran, M.A.
Biology/Ecology
University of North Texas

Brian Collier, Ph.D.
History
Arizona State University

Renee Courey, Ph.D.
History
University of California - Berkeley

Catherine Croston, M.A.
English (Creative Writing)
University of South Alabama

Barbara Daniel, Ph.D.
Communication Research and Theory
Florida State University

Nathalie Dodson, M.S.
Mathematics
University of West Florida

Heather Ferragut, M.A., M.N.M.
Sociology
Non Profit Management
Sam Houston State University
Regis University

Robert Finger, M.A.T., M.L.A.
Teaching/Secondary Education Liberal Arts
Spring Hill College

Jason Ford-Green, Ph.D.
Chemistry
Jackson State University

Benita Fox, M.A.
History
University of West Florida

Jerri Gerlach, M.A., M.Ed.
History
Curriculum and Instruction
Texas Woman's University
Tennessee State University

Anthony Gole, M.A.
History
University of Washington

Jennifer Gordon, Ed.S.
Media and Technology
University of West Georgia

Nichole Gotschall, M.A.T.
History
University of West Alabama

Samia Harb, Ph.D.
International Relations
Florida International University

Jan Hinnen, M.D.
Medicine
University of Alabama

Nancy Hixson, M.Ed.
Elementary Education
University of South Alabama

Todd Hughes, Ph.D.
Philosophy
University of Wisconsin-Madison

Sanita Jetton, M.F.A.
Painting
Fontbonne University

Rachel Jolley, Ph.D.
Forestry
Auburn University

Kent Kelso, Ph.D.
Education Administration
Indiana State University

Evelyn Knowles, Ph.D.
Adult Learning and Higher Education Administration
University of Oklahoma

Elizabeth Legault, M.Ed.
Elementary Education
Salem State University

James Meyers, Psy.D.
Clinical Psychology
Florida Institute of Technology

Sheana Mullen, M.S.
Math Education
Troy University

Katherine Nelson-Born, Ph.D.
English
Georgia State University

Matthew Pearcy, Ph.D.
United States History
University of North Texas

Renee Reynolds, M.A.
English/Creative Writing
University of West Florida

Mitzie Sowell, Ph.D.
Biology Education
Auburn University

Lavinia Sparkman, Ph.D.
Counselor Education
Mississippi State University

Hattie Spencer, Ph.D.
Environmental Science
Jackson State University

Tamrala Swafford, Ph.D.
History
Arizona State University

Kevin Sweers, M.S.
Human Services
Capella University

Sarah Syrjanen, Ph.D.
Literature
Florida State University

Dana Taylor, M.A.T.
Secondary Education: English Language Arts
Spring Hill College

Joe Wilkins, Ph.D.
History
University of South Carolina - Columbia

John Willey, Ph.D.
English
Florida State University

PART TIME FACULTY

Lilia Anand, M.A.
History
University of Oregon

Lane Andrew, Ph.D.
Educational Mathematics
University of Northern Colorado

David Auchter, Ph.D.
English
University of Houston

Amal Bassa, M.S.
Chemistry
George Washington University

Deborah Busby, M.E., M.A.
English
Northern Arizona University

Wayne Butts, M.Div.
Divinity Master
Asbury Theological Seminary

Ronatta Carter-McCants, Ph.D.
Leadership in Higher Education
Capella University

Tod Childs, Ed.D.
Educational Leadership
Argosy University

Margo Collins, Ph.D.
British Literature
University of North Texas

Erica Cooper, Ph.D.
Communication and Culture
Indiana University - Purdue University Indianapolis

Stephanie Davis, M.A.
Communication
University of South Alabama

Sherry DelCastillo, M.A.
Counseling and Guidance
Louisiana Tech University

Lindsay Doukopoulos, Ph.D.
English Composition / Creative Writing
University of Southern Mississippi

Rebecca Dunlap, M.S.
Biology
University of North Texas

Robert Elsbury, M.A.
Effective Teaching
Drake University

Louis Ephraim, M.A.
Mathematics
University of Miami

Janice Evans, M.L.A.
Liberal Arts/English
Spring Hill College

James Fisher, Ph.D.
Education, Leadership, and Administration
Southern Baptist Seminary

Alan Gleit, Ph.D.
Mathematics
Standford University

Frances Gochnour, M.A.
Art
Fontbonne University

Matthew Golden, M.A.
Organizational Psychology
Teacher's College at Columbia University

Eliza Gordner, J.D.
Jurisprudence
Indiana University

Amy Hakim, Ph.D.
Psychology
Florida International University

Larry Hansen, M.Ed.
Counseling and Human Relations Educational Leadership
Northern Arizona University

Anne Harris, M.A.
Sociology
Texas Southern University

Justin Harrison, Ph.D.
Philosophy
Loyola University at Chicago

Wesley Hatcher, M.A.T., J.D.
History
Professional Law
University of West Alabama
Mississippi College

Heidi Hawkes, Ph.D.
Christian Education
St. Andrew's Theological College and Seminary

Julie Hirschboeck, M.A.
English
Minnesota State University

Noah Horwitz, Ph.D.
Philosophy
Loyola University of Chicago

Debbie Jimerson, M.A.T.
History
University of West Alabama

Miyoka Jones, Ed.S.
Instructional Leadership
Tennessee Tech University

Bokkyoo Jun, Ph.D.
Physics
Tufts University

Christie Lawrence, M.A.T.
History
University of West Alabama

Namhyung Lee, Ph.D.
Physics
Tufts University

Brett Legault, M.E.
Mathematics
Lesley University

Carl Libis, D.A., Ph.D.
Mathematics
Idaho State University
The University of Alabama

Pamela Loyd, Ph.D.
Adult Education
Capella University

Marcus McArthur, Ph.D.
History
St. Louis University

Lisa McLeod-Simmons, Ph.D.
Political Science
University of South Carolina

Julie McManis, M.A.
English Composition and Literature
University of Texas at Arlington

Michael Miller, Ed.D.
Educational Leadership
Argosy Leadership

Elizabeth Moseley, Ph.D.
Psychology
University of Miami

Patricia Muntz, Ph.D.
Sociology
Kent State University

Edoardo Nagglar, Ph.D.
Psychology
Capella University

Mary O'Brien, M.L.A.
Political Science
St. Thomas University

Chimere Parker, M.A.
English
Marygrove College

Chimere Parker, M.A.
English
Marygrove College

Brent Paterline, Ph.D.
Sociology
Georgia State University

Christine Pavesic, Ph.D.
English
Northern Illinois University

Alina Perez, Ph.D.
Clinical Psychology
Fielding Graduate University

Lovie Peters, M.F.A.
Studio Arts
University of North Carolina

Jeffrey Pilz, Ph.D.
History
University of Minnesota, Twin Cities

Donna Purcell, Psy.D.
Clinical Psychology
Florida Institute of Technology-Melbourne

Altaf Qureshi, Ph.D.
Chemistry
Oklahoma State University

John Radez, Ph.D.
Near Eastern Language and Culture
Indiana University

Prebble Ramswell, Ph.D.
International Development
University of Southern Mississippi

Michelle Randolph, M.A.
Sociology
Western Kentucky University

Josephine Raybon, Ph.D.
Instructional Systems
Florida State University

Clarice Richard, M.A.
Mathematics
Boston College

Kathleen Robinson, Ph.D.
English Composition / Literature
University of South Florida

Crystal Sears, Ph.D.
Communication
Wayne State University

Amy Sloan, Ed.D.
Higher and Postsecondary Education
Argosy University

Kamille Stanton, Ph.D.
English
University of Leeds

John Sutherlin, Ph.D.
Political Science/International Relations
University of New Orleans

Paige Tracy, M.A.
Communication Studies
Baylor University

Vatsala Vadapalli, Ph.D.
Environmental Science
University of North Texas

Elizabeth VeuCasovic, M.A.
Adult Education and Training
University of Phoenix

James Watkins, Ph.D.
English
The University of Texas at Austin

Robin Weeks, Ph.D.
Geophysical Sciences
University of California - Santa Barbara

Donovan Weight, Ph.D.
Historical Studies
Southern Illinois University

Siri Wickramaratne, Ph.D.
Agricultural Sciences
Gifu University (Japan)

Brian Wilkins, M.A., M.F.A.
English/Literature/Writing
University of New Hampshire

Marsha Wilkins, M.Ed.
School Counseling/Education Administration
University of West Alabama

Charles Williams, Ph.D.
Ecology
Virginia Polytechnic Institute and State University

College of Business

FULLTIME FACULTY

Alisher Akhmedjonov, Ph.D.
Policy Analysis
Pardee Rand Graduate School

David Alegre, D.M.
Organizational Leadership
University of Phoenix

Robert Allen, J.D., M.B.A.
Law
Business Administration Taxation
University of Alabama
Florida State University

John Anderson, D.M.
Organizational Leadership
University of Phoenix

Danielle Babb, Ph.D.
Organization and Management
Capella University

Kimberly Baker, J.D.
Law
George Mason University

Alan (James) Bell, M.S.
Accounting
University of South Alabama

David Castle, Ph.D.
Business Administration
Northcentral University

Fernando Chavez, M.A.
Management
Webster University

Jon Crispin, D.B.A.
Marketing
Nova Southeastern University

Colleen Davis, M.A.
Organizational Management
University of Phoenix

Joyvina Evans, Ph.D.
Public Health/Community Health
Walden University

Abimbola Farinde, Pharm.D., Ph.D.
Pharmacy
Clinical Psychology
Texas Southern University
Walden University

Ted Framan, M.B.A.
Business Administration
University of Texas at Austin

Robert Freeland, M.B.A.
Business Administration
Auburn University

Kimberley Garth-James, D.P.A.
Public Administration
Golden Gate University - San Francisco

Angela Golden, M.B.A.
Business Administration
Columbia Southern University

Robert Goldwasser, D.B.A.
Business Administration
Grenoble Graduate School of Business

Donna Graham, Ph.D.
General Education
Capella University

Jonathan Green, Ph.D.
Organization and Management
Capella University

Jeffrey Grover, D.B.A.
Finance
Nova Southeastern University

John Hargadon, M.B.A.
Business Administration
University of West Florida

Brina Hollis, Ph.D.
Public Health
Walden University

Brittney Harris, Ed.S.
Educational Leadership
Liberty University

Joseph Harris, D.B.A.
Business Administration
University of Phoenix

Craig Hovey, Ph.D.
Economics
Union Graduate School

Claudia Marcella Iannini, D.B.A.
Business Administration
Argosy University

Al Infande, Ed.D.
Adult Education/Human Resources Development
Nova Southeastern University

Darlene Jaffke, D.B.A.
Business Administration
Argosy University

Doreen Jenkins, M.S.
Management
Indiana Wesleyan University

James Jordan, M.M.H.
Hotel and Restaurant Management
University of Houston

Dara Legacy, M.S.
Health Care Administration
Grand Canyon University

Henry Lehne, M.S.
Industrial Administration
Carnegie Institute of Technology

Pamela McLaughlin, M.A.
Human Resources Management
Webster University

Deanna Melton-Riddle, D.H.A.
Health Administration
Central Michigan University

David Moody, Ph.D.
Business Administration/Human Resources Management
Northcentral University

Tanesha Morgan, Ph.D.
Public Safety
Southern University and A&M College

Michelle Nekuda, M.A.
Management
Bellevue University

Ann Nelson, Ph.D.
Business Administration / Organizational Leadership
Northcentral University

Stephen Onu, D.B.A.
Business Administration
University of Phoenix

Mark Pantaleo, Ph.D.
Public Policy and Administration
Walden University

Carol Pernsteiner, D.B.A.
Management
Nova Southeastern University

Gary Piercy, Ph.D.
Applied Management and Decision Science
Walden University

Robert Robertson, Ph.D.
Management
University of Stirling

Sonya Rogers, Ed.D.
Organizational Leadership
Nova Southeastern University

Monica Sainz, D.S.M.
Sports Management
United States Sports Academy

James Schindler, D.B.A.
Business Administration
Walden University

Todd Senft, Ph.D.
Organization & Management
Capella University

Edward Sherbert, D.B.A.
Human Resource Management
Nova Southeastern University

Ron Signore, M.Ed., M.S.
Secondary Education/Human Resource Management
Marymount University/Troy University

Pamela Tarmy, Ph.D.
Organization and Management
Capella University

Shelly Taylor, Ph.D.
Public Policy and Administration
Jackson State University

Peter Trzop, Ed.D.
Organizational Leadership
Argosy University

Jan Tucker, Ph.D.
Business Administration/Management
Northcentral University

Ike Udechukwu, D.B.A.
Management
Nova Southeastern University

Keith Wade, D.B.A.
Business Administration
Northcentral University

PART TIME FACULTY

George Ackerman, Ph.D., J.D.
Public Safety
Law
Capella University
Nova Southeastern University

Kimberly Adelman, Ph.D.
Organization and Management
Capella University

Matthew Ademola, D.B.A.
International Management
Argosy University

Mark Aglio, M.B.A.
Employee Relations
American University

Zinia Akbar, M.B.A.
Finance & Banking
University of Dhaka

Cedric Alexander, Ph.D.
Organization and Management
Capella University

Ramona Armijo, Ph.D.
Education
Walden University

Lashun Aron, Ed. D.
Education Leadership – Higher Education
Argosy University

Victoria Ashiru, D.M.
International Operations Management
University of Maryland

Mahmood Awan, Ph.D.
Business Administration/Electronic Commerce
Northcentral University

Yvonne Balbin, J.D.
Law
Samford University

Laurie Barnes, Ph.D.
Organization and Management
Capella University

William Bass, M.B.A.
Business Administration
American Intercontinental University

Corinne Bates, D.P.A.
Public Administration
Nova Southeastern University

Richard Bell, Ed.D., J.D.
Sports Management
Law
United States Sports Academy
University of South Carolina

Blake Bennett, Ph.D.
Agricultural and Applied Economics
Texas Tech University

Evelyn Bolden, M.A.
Economics
University of Denver

Tim Born, M.S.
Technology Management
Mercer University

Charles Brewton, Ph.D.
Public Administration
Tennessee State University

J. David Brock, Ph.D.
Organization and Management
Capella University

Robert Brown, M.B.A.
Business Administration
Colorado Technical University

Judie Bucholz, Ph.D.
Human & Organizational Systems
Fielding Graduate University

David Bull, Ph.D.
Human Services
Capella University

John Burchfield, M.A., M.B.A.
Adult Education
Business Administration
Trident University International
University of Phoenix

Donald Burton, J.D.
Law
Faulkner University

Robert Bush, Ph.D.
Business Administration/Marketing
Louisiana State University and Agricultural & Mechanical College

Gregory Campbell, Ph.D.
Management/Leadership and Organizational Change
Walden University

Janice Carter-Steward, Ph.D.
Organization and Management
Capella University

Diane Casey, M.S.
Accounting
University of South Alabama

Katherine Causey, D.B.A.
Business Administration
Argosy University

Janet Chappell, M.S.
Human Resource Management
Troy University

Emmanuel Chebe, D.B.A.
Management and International Business
Argosy University

Agaptus Chikwe, D.B.A.
Management
Argosy University

Paul Christy, M.A.
Organizational Management
Ashford University

Rene Cintron, Ph.D.
Organization and Management
Capella University

Andrea Clarke, M.B.A.
Healthcare Management and Leadership
California Intercontinental University

Katherine Corbin, M.S.
Organizational Leadership
Columbia Southern University

Bari Courts, Ph.D.
Organization and Management/E-Business
Capella University

Lenice Crum, Ph.D.
Organization and Management
Capella University

Devin Daugherty, Ph.D.
Public Policy and Administration
Walden University

Russell Davis, D.B.A.
Business Administration
Columbia Southern University

Gennadiy Daych, M.B.A.
Health Care Management
University of Phoenix

Mary Dereshiwsky, Ph.D.
Management
University of Massachusetts Amherst

Yvonne Doswell, D.H.Sc.
Health Science
Nova Southeastern University

Terry Dowdy, Ph.D.
Business Administration
Northcentral University

Yolanda Draine, D.M.
Health Administration
Central Michigan University

Janet Durgin, Ph.D.
Organization and Management
Capella University

Christopher Earle, M.S.
Health Sciences, Emergency & Disaster Management
Health Sciences, Health Care Management
Trident University International

Rachel Ellison, M.S.
Management/Health Care Management
Kaplan University

Jovita Esechie, Ph.D.
Urban Planning and Environmental Policy
Texas Southern University

Michael Eskey, D.P.A.
Public Administration
Valdosta State University

Michael Essary, D.B.A.
Financial Management
Northcentral University

Katrina Everhart, M.Ed.
Elementary Education
University of Missouri

Mohamed Ezz, M.B.A., M.A.
Business Administration
International Management
University of Maryland

James Fones, J.D., L.L.M.
Law
International Law
National University
Northwestern California University School of Law

Paul Frankenhauser, Ph.D.
Organization and Management
Capella University

Mark Friske, Ph.D.
Organization and Management
Capella University

Brian Gahan, Ed.D.
Organizational Leadership
Grand Canyon University

Erica Gamble, D.M.
Organizational Leadership
University of Phoenix

Audra Gardner, Ph.D.
Organization and Management
Capella University

Robert Garrison, M.A.
Human Resource Development
Clemson University

Jacqueline Gilliard, Ph.D.
Organization and Management
Capella University

Debra Glass, D.B.A
Business Administration
Argosy University

Jacob Gordon, M.M.
Management: Finance, Management/Policy
Northwest University

Marie Gould Harper, Ph.D.
Business General
Capella University

Kay Green, D.B.A.
Marketing
Argosy University

Aletta Griffea, M.P.H.
Epidemiology
Kaplan University

David Gualco, Ed.D.
Educational Administration
University of the Pacific

Oris Guillaume, D.B.A.
Management
Argosy University

Deryl Gulliford, M.S.
Community Health
University of Cincinnati

Mari Hadley, Ph.D.
Higher Education
Walden University

James Halloran, M.B.A.
Business Management
Rollins College

John Halstead, Ph.D.
Finance
University of Connecticut

Brenda Harper, Ed.D.
Organizational Leadership
Nova Southeastern University

Nicole Hatcher, D.H.Sc.
Health Science
Nova Southern University

Michael Hitson, D.M.
Organizational Leadership
University of Phoenix

C'lamt Ho, D.B.A.
Business Administration
Argosy University

Christella Hogan, Ph.D.
Organization and Management
Capella University

Kristen Irey, J.D.
Law
Widener University

Carol Jensen, Ph.D.
Higher Education Leadership
University of Nebraska

Donald Jernigan, M.B.A.
Management
University of West Florida

Tonina Johnson, D.B.A.
Business Administration
Argosy University

Janet Jones, D.B.A.
Management
Nova Southeastern University

Mountasser Kadrie, Ph.D.
Human Services
Capella University

Mark Kelso, Ph.D.
Education Technology Management
Northcentral University

Matthew Keogh, Ph.D.
Organization and Management
Capella University

John Kirk, Ed.D., Ph.D.
Higher Education/Psychology
Regent University/California Coast University

Donald Knight, Ph.D.
Business Administration / Marketing
University

Dennis Kripp, Ph.D.
Organization Development
Benedictine University

Jacqueline Lang, Ph.D.
Organization and Management
Capella University

Alex Lazo, Ph.D.
Organization and Management
Capella University

Alex Lazo, Ph.D.
Organization and Management
Capella University

Terry Lees, Ph.D.
Education: Organizational Leadership
Northcentral University

Dana Legette-Traylor, D.B.A.
Marketing
Argosy University

Dana Leland, Ph.D.
Business Administration
Northcentral University

Carol Locker, Ph.D.
Organization and Management
Capella University

William Lynn, M.S.
Systems Management
Florida Institute of Technology

Melissa Madden, M.B.A.
Business Administration
Columbia Southern University

Jayaram Madireddy, D.M.
Organizational Leadership
University of Phoenix

Chizoba Madueke, Ph.D.
Leadership and Organizational Change
Walden University

Michelle Manganaro, D.M.
Organizational Leadership
University of Phoenix

James Marion, Ph.D.
Organization and Management
Capella University

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