# Undergraduate Course Descriptions

This letter/number system is used to designate the colleges and the disciplines and subjects offered within these colleges.

**Key to Course Description Information**

Before registering for a course, students must satisfy prerequisites as indicated in the following course descriptions. When changes are made, students are to follow the requirements in the most recent catalog.

## Course Prefix

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT</td>
<td>Accounting</td>
</tr>
<tr>
<td>ACCX</td>
<td>Accounting (PhilaU ONL)</td>
</tr>
<tr>
<td>ARTX</td>
<td>Arts (PhilaU ONL)</td>
</tr>
<tr>
<td>BEHLT</td>
<td>Behavioral Health</td>
</tr>
<tr>
<td>BIOL</td>
<td>Biology</td>
</tr>
<tr>
<td>BIOX</td>
<td>Biology (PhilaU ONL)</td>
</tr>
<tr>
<td>BUS</td>
<td>Business</td>
</tr>
<tr>
<td>CISX</td>
<td>Computer (PhilaU ONL)</td>
</tr>
<tr>
<td>COMM</td>
<td>Communications</td>
</tr>
<tr>
<td>COMX</td>
<td>Communication (PhilaU ONL)</td>
</tr>
<tr>
<td>CRJX</td>
<td>Criminal Justice (PhilaU ONL)</td>
</tr>
<tr>
<td>CSSEM</td>
<td>Continuing Studies Seminar</td>
</tr>
<tr>
<td>CSSX</td>
<td>Foundation (PhilaU ONL)</td>
</tr>
<tr>
<td>ECON</td>
<td>Economics</td>
</tr>
<tr>
<td>EMS</td>
<td>Emergency Services</td>
</tr>
<tr>
<td>ENGX</td>
<td>English (PhilaU ONL)</td>
</tr>
<tr>
<td>FINC</td>
<td>Finance</td>
</tr>
<tr>
<td>HIST</td>
<td>History</td>
</tr>
<tr>
<td>HISX</td>
<td>History (PhilaU ONL)</td>
</tr>
<tr>
<td>HLTSV</td>
<td>Health Services</td>
</tr>
<tr>
<td>HRM</td>
<td>Human Resources</td>
</tr>
<tr>
<td>HUMN</td>
<td>Humanities</td>
</tr>
<tr>
<td>IT</td>
<td>Information Technology</td>
</tr>
<tr>
<td>LAWEN</td>
<td>Law Enforcement</td>
</tr>
<tr>
<td>LCSX</td>
<td>Legal Studies (PhilaU ONL)</td>
</tr>
</tbody>
</table>
Undergraduate Course Descriptions

**ACCT-101ACC - Financial Accounting** 3-0-3
Designed to introduce all business students to the field of accounting, the course covers the fundamental principles of accounting, highlighting balance sheet and income statement presentation. Primary emphasis on accounting as a source of financial information, with procedural details kept to a minimum.

**ACCT-102ACC - Managerial Accounting** 3-0-3
Objective analysis and interpretation of accounting information. Use of accounting information as a basis for planning, control and managerial decisions. Prerequisite: ACCT-1XX

**ACCT-203ACC - Intermediate Accounting I** 3-0-3
An in-depth study of basic accounting principles and theory followed by a detailed analysis of cash, receivables and investments (including the related revenue and expense transactions). Text supplemented with the current rulings of the AICPA. Prerequisite: Accounting I

**ACCT-204ACC - Intermediate Accounting II** 3-0-3
Continues the analysis of a company's balance sheet with a study of inventories, fixed assets and liabilities. Text supplemented by current rulings of the AICPA. Prerequisite: ACCT-203 or ACCT-203ACC
ACCT-303ACC - Accounting Theory and Practice 3-0-3
This course will enable students to study topics such as corporate entities, cash flow statements, pensions and leases; along with other material not covered in previous accounting courses. Prerequisite: ACCT-204 or ACCT-204ACC

ACCT-309ACC - Federal Taxes I 3-0-3
This course examines the federal tax laws as related to individual income taxation. The textbook is supplemented by using the actual 1040 tax forms and the related supporting schedules. The course is open to all students. Prerequisite: Accounting 1

ACCT-316ACC - Cost Accounting I 3-0-3
This course includes study of job order, process and standard cost systems; cost-volume-profit analysis; absorption versus direct costing; inventory-control systems, including EOQ and JIT systems concepts; relevant costing in decision making; time value of money concepts; and capital-budgeting theory and application. Prerequisite: ACCT-203 or ACCT-203ACC;

ACCT-409ACC - Auditing 3-0-3
Principles, standards and procedures of auditing. Emphasis upon the public accounting profession, its current pronouncements, practices and problems. Prerequisite: ACCT-204 or ACCT-204ACC

ACCT-412ACC - Advanced Accounting 3-0-3
This course includes study of business combinations and consolidated financial-statement preparation, foreign subsidiary operations, foreign transactions, and government and not-for-profit industry accounting. The text is supplemented with current rulings of the AICPA. Prerequisite: ACCT-303 or ACCT-303ACC;

ACCX-111 - Financial Accounting
Designed to introduce all business students to the field of accounting, the course covers the fundamental principles of accounting, highlighting balance sheet and income statement presentation. Primary emphasis on accounting as a source of financial information, with procedural details kept to a minimum.

ARTX-101 - Art History I
This course provides an introduction to the history of the visual arts from prehistory to the early Renaissance. Major works in architecture, sculpture, painting, and graphic arts are covered in chronological order.

ARTX-102 - Art History II
This course provides an introduction to the history of the visual arts from the Renaissance to the Twentieth-Century. It presents a chronological coverage of architecture, sculpture, painting, and graphic arts, stressing the characteristics that identify periods and styles.
BEHLT-290 - Clinical Interactions/Behavioral Health 3-0-3

This course builds on communication and clinical skills learned throughout other coursework and provides the student with a framework for the development of critical thinking skills and patient centered care perspectives within a variety of healthcare settings. Clinical reasoning skills such as patient triage, hierarchy of needs, short term and long term goal setting, and advanced assessment will be covered. Prerequisite: TAKE COMM-310, PSYCH-233;

BEHLT-341 - Behavioral Health & Neurorehabilitation 3-0-3

Focusing on the needs of clients and patients in specific environments, this course integrates behavioral and health sciences in the description of a range of interventions. Students will study specialized services used in the delivery of neuropsychology, rehabilitation nursing, occupational therapy and a variety of other fields.

BEHLT-499 - Applied Project in Neurorehabilitation 3-0-3

Using the principles learned in CPS Core coursework, and/or applied psychology, neurorehabilitation, or behavioral health, this course requires students to design and develop a program directed toward addressing the health needs of an individual client/patient or group of individuals. Students are encouraged to apply their project to the future work environment where they plan to apply their expertise. Portfoliobased assessment allows students to demonstrate proficiency through display of artifacts related to their plan along with the presentation of documents that either assess the design of the project or describe project implementation.

BIOL-101ACC - Current Topics in Biology 3-2-3

(for non-science majors) Explore contemporary biological topics that you hear and read about or that are part of your daily life and learn the fundamental scientific concepts that underlie them. Topics will cover molecules to cells and organisms to populations as well as inheritance, development, infectious disease and what constitutes well-supported science. The course utilizes projects, hands-on activities, online discussions and group work to illustrate concepts.

BIOL-103ACC - Biology I 3-0-3

(required for Science majors) The objective of this course is to gain an understanding of the cellular, molecular and genetic basis of life. Students will be introduced to the physical and chemical principles involved in biological processes, the microscopic world of the cell, regulation of gene expression and the laws that govern inheritance. This course and BIOL-104 and BIOL-104L Biology II are the introductory courses for science majors. Prerequisite: BIOL-103L or BIOL-103ACC

BIOL-103LACC - Biology I Lab

This laboratory course reinforces the understanding of cellular, molecular and genetic processes learned in Biology I lecture. Exercises include microscopic examination of cells and tissues, biochemical analysis of enzyme activity, osmosis, cellular respiration and genetic investigation, including electrophoretic analysis of mutation. Prerequisite: BIOL-103 or BIOL-103ACC

BIOL-202ACC - Human Anatomy and Physiology II 3-0-3
This course is the second of a two semester sequence. This course will examine anatomical and physiological aspects of the following systems of humans: sensory, endocrine, circulation, respiration, nutrition-digestion, excretion and reproductive. During lecture, both anatomy and physiology will be discussed. While some lab sessions will focus mainly on the anatomy of the current system, most laboratory sessions will involve physiological experiments to provide students with greater insight into the physiology of the current system. A close correlation between lecture and laboratory topics will be maintained. Prerequisite: BIOL-201 - Minimum grade C- Corequisite: BIOL-202L

BIOL-202LACC - Human Anatomy and Physiology II Lab  0-2-1

The A&P laboratory sessions will provide students with hands-on learning opportunities to help conceptualize content discussed in lecture. During lab, students will work on problem sets, examine and dissect organs and/or anatomical models, use microscopes, perform basic physiological experiments and examine cadaver specimens. While some lab sessions will focus mainly on the anatomy of the current system, most laboratory sessions will involve physiological experiments to provide students with greater insight into the physiology of the current system. Prerequisite: BIOL-201L - Minimum grade C- Corequisite: BIOL-202

BIOX-120 - Concepts of Biology

This survey course assists students in understanding the basic and unifying principles of life. Students focus on a wide variety of topics including structure and function, organization, diversity, biochemistry, evolution, behavior, ecology, and population dynamics.

BUS-499 - Business Capstone Seminar  3-0-3

The process and techniques of strategy formulation, implementation and evaluation are studied and applied. Case studies of domestic and international companies and not-for-profit organizations will be used to integrate strategic management concepts with knowledge acquired in other classes. This course will include extensive written individual and team assignments and oral presentations. Prerequisite: MGMT-401 MKTG-102 ACCT-102; & ACCT-101 or ACCX-111

CISX-112 - Introduction to Computing

This course strives to meet the high level of computer literacy required of all students earning a degree from the university. Special emphasis is placed on the ethical use of computer technology for information analysis and communications. Computer units introduce the Internet, Windows, word processing, database analysis, spreadsheets, and presentation software.

COMM-310 - Communication Theory and Dynamics  3-0-3

This course is designed to provide viable frameworks in communication and organizational theories and dynamics. Diagnostic criteria and delivery techniques will also be explored, within both theoretical and pragmatic realms. The class will be conducted in an interactive seminar format.

COMM-320 - Professional Communication Skills  3-0-3

This General Education Core course requires students to analyze, produce, and revise professional communication in a variety of written, oral, and multi-model formats. Students produce individual and group projects in print and multimedia settings as they explore how economic, social and political perspectives apply to workplace communications, the professions and the professionals themselves.
COMX-240 - The Blog

COMX 240 is an on-line course that explores various forms of social media and helps students identify both the positive and negative aspects of using these media. Students will build a plan for developing a useful, safe online footprint.

COMX-301 - Mass Media & Society

This course analyses newspapers, magazines, television, radio, the internet, and film to evaluate their complex and diverse power for shaping patterns of society.

COMX-307 - Public Relations & Media Wrting.

WRITING INTENSIVE: Students in this course learn the fundamentals of writing for multiple public audiences in multiple communication formats and genres. Areas addressed include public relations, public affairs, media relations and press releases. Students will also learn to judge the importance of information as well as set priorities and tailor writing to meet the needs of different audiences.

COMX-375 - Public Relations

This course focuses on the role of managed communications in public relations. It includes definitions and concepts, history, potential careers, and research methods.

CRJX-102 - Intro to Law Enforcement

This course studies the role of police in society with attention to the history of law enforcement, the organization of police forces, centralized police power, community policing, and the recruitment and training of police officers.

CRJX-309 - Police Admin & Management

The student is introduced to the basics of administering and managing law enforcement professionals. The focus is on particular issues faced in managing police officers-federal, state, or local. The course addresses relations with non-governmental community leaders. Budgeting and planning are also covered. Prerequisite: take CRJX-102.

CSSEM-300 - Professional Practice Seminar 3-0-3

The introductory core course in Continuing and Professional Studies Bachelor of Science Accelerated Degree Completion Program. Course draws on a variety of sources to provide students the opportunity to create their own conceptual framework regarding their professional and personal experiences and understand how to integrate those frameworks into a personal plan for learning. Students are introduced to the requirements of the Continuing and Professional Studies Portfolio and create the first draft of their personalized portfolio. Required of all CPS majors.

CSSEM-400 - Internship

......
Students participate in a meaningful experiential learning opportunity with a corporation or organization. The internship characterizes an educational approach that links classroom learning and student interest with the attainment of knowledge in an applied work setting. Through direct observation, reflection and assessment, students gain an understanding of the internship site's work and mission, how these potentially relate to their academic study, as well as the organization's position in the broader field. Students will produce a critical reflection on their internship experience demonstrating how they have addressed specific learning goals.

**CSSEM-401 - Internship II**

Students participate in a meaningful experiential learning opportunity with a corporation or organization. The internship characterizes an educational approach that links classroom learning and student interest with the attainment of knowledge in an applied work setting. Through direct observation, reflection and assessment, students gain an understanding of the internship site's work and mission, how these potentially relate to their academic study, as well as the organization's position in the broader field. Students will produce a critical reflection on their internship experience demonstrating how they have addressed specific learning goals.

Prerequisite: 2ND INTERNSHIP. MUST HAVE ALREADY TAKEN CSSEM-400

**CSSEM-402 - Internship**

Students participate in a meaningful experiential learning opportunity with a corporation or organization. The internship characterizes an educational approach that links classroom learning and student interest with the attainment of knowledge in an applied work setting. Through direct observation, reflection and assessment, students gain an understanding of the internship site's work and mission, how these potentially relate to their academic study, as well as the organization's position in the broader field. Students will produce a critical reflection on their internship experience demonstrating how they have addressed specific learning goals.

**CSSEM-499 - Professional Studies Capstone Seminar** 3-0-3

This General Education Core course examines emerging global issues in the areas of politics, economics, technology and the environment; and explores intercultural communication and the cultural dimensions of international business. Students present their final Continuing and Professional Studies Portfolios and analyze a relevant global trend and its expected impact upon their professional field. Required of all CPS Accelerated Bachelor of Science Degree Completion students.

**CSSX-101 - Learning Across the Lifespan**

This course provides theoretical bases and practical strategies for lifelong learning. Students will become aware of university resources, as well as the policies and procedures critical to success. Emphasis is placed on critical thinking, study skills, analytical reading, effective writing, reasoning, problem-solving, time management and strategies for college success necessary to support learning in a university environment. Students will analyze their own learning abilities and styles and develop effective practices for learning throughout their lifetime. Students will explore their motivations and the external determinants that affect their educational, personal, and career success. Students will learn the role of active learning in a successful life.

**ECON-331 - Economic Decision Making** 3-0-3
This Continuing and Professional Studies Core course introduces principles underlying the behavior of business firms, resource owners, and consumers within a system of markets. The theory of value and distribution and the implications of international trade on both value and distribution are addressed. Overall purpose of the course is to introduce many of the factors underlying sound economic decision making in the rapidly emerging global economy. There is a strong course focus on critical analysis of cases.

**EMS-310 - Emergency Services Law**  
This course explores the essential framework of federal, state and local laws that impact on emergency and public safety services. It will provide an overview of the most important federal and state legislation that impact emergency services management and disasters.

**EMS-320 - Emergency Mgmt Planning**  
Topics covered in this course include: program planning and management, financial planning, managing information, leadership and followership styles, decision making skills, community building skills, intergovernmental relationships, negotiating and communication skills and professionalism.

**EMS-330 - Pub Hlth Iss Impactng Emer Srv**  
This course explores the relationship of public health and emergency and disaster prevention, response and recovery environments. Discussions examine the changing and unique role of public health in emergency management paying special attention to epidemiology, integration with traditional emergency services, medical and first responders, public safety, bioterrorism preparedness, and the need for comprehensive pre-education of professional and public communities. The class will cultivate insight into the necessary integration of public health in the development of effective emergency response contingencies specific to natural, accidental and international disaster events.

**EMS-410 - Disaster Resp & Recov Planning**  
Disasters can be natural, technological, or terrorist in nature; and a pro-active rather than reactive approach to disaster preparation is the best means of mitigating damage. This course covers systematic planning and recovery efforts for when disaster emergencies occur. Students will examine issues in their respective fields and develop strategies for response and recovery methods and techniques from related case studies.

**EMS-499 - Applied Proj in Ems Leadership**  
Students will explore the relevant scholarly literature and then conduct an indepth analysis of the emergency services industry and design an innovative project. Knowledge of statistical analysis, process planning, and data gathering will be used to complete their analysis and report on a contemporary topic or aspect of the business. Students will demonstrate their ability to assess the efficacy of program design as well as describe the project planning and implementation process. Student projects are evaluated based on the capacity to incorporate familiarity with systems and planning in a comprehensive project, in the context of their subject. Prerequisite: take stat-311 ems-310 ems-320 ems-330 ems-410;

**ENGX-110 - College Writing**  
-----
This course is designed to develop and refine the analytical/critical reading skills and the substantive writing skills of freshmen. This intensive writing class will focus on writing essays of varying length and expose students to the various rhetorical modes of writing that will contribute to their success in university courses and their chosen careers.

**FINC-323 - Financial Decision Making**  
3-0-3  
A Continuing and Professional Studies Core course that examines financial decision making both from the corporate and individual points of view. While the emphasis is primarily on the corporation, discussions and analysis will be extended, where appropriate, to the individual. Prerequisite: STAT-311

**HIST-114ACC - Amer in Focus: Themes US Hist**  
3-0-3  
Students will become historians by asking questions about the changes wrought by the transformation of the United States from an agriculturally based, rural society to an urban, industrial and increasingly multi-cultural society in an interdependent world. This course will require students to read, write and speak about issues in the American past. This course may be used to satisfy a College Studies requirement, but not free elective credits.

**HIST-232 - Hist & Philosophy of OTA Prac**  
3-0-3  
The history of the OT profession will be described, including founding principles, key figures in the development of the profession, founders of OT in the United States and the history of the practice of OT throughout the United States beginning with the Reconstruction Aides. Key dates, events and philosophical underpinnings will be outlined, particularly the move from holism through the rehabilitation movement following World War II and the effect of technology on practice in the US. The OT Practice Framework will be introduced. 3-0-3 Prerequisite: take wrtg-105

**HIST-321 - Business Industry Work in Amer History**  
3-0-3  
This General Education Core course surveys major themes in the history of work in America, focusing on how economic, technological and political changes have transformed the nature of work in America. Course readings explore industrialization, the emergence of mass production and modern management, the history of worker organizations, the decline of manufacturing and rise of a service economy, and the impact of globalization on work in America. Throughout the course, students consider connections between changes in the workplace and broader social and political developments, including changing gender roles and the civil rights movement.

**HISX-101 - World Civilization I**  
-----  
This course provides a survey of significant developments relating to the rise of early Mediterranean, European, and Asiatic societies. Economic, political, and religious themes are stressed from the foundations of civilization to the eve of the Western Enlightenment.

**HISX-102 - World Civilization II**  
-----  
This course is a companion to HIS101, surveying the development of civilization from the Western Enlightenment to contemporary times. Emphasis is placed on the emergence of ideological movements; regional, economic, and political patterns; and technological innovations that fostered periods of war and peace.
HISX-201 - United States History I

This survey course traces the origins of American society from colonial times to the close of the Civil War. Emphasis is on the development of liberty and equality as core social values in American culture.

HLTSV-210 - Ethical Issues for Health and Human Services Providers

This seminar style course is intended to provide tools necessary for considering and discussing ethical dilemmas in today's multicultural society. Meaningful dialogue requires an understanding of the evolution and development of ethics from the beginning of civilization. Sources used for this course include films and directed readings (text, newspaper articles, and internet resources). The goal of this course is to enhance the understanding and language skills of the provided so that he/she can engage in meaningful discussions of potentially highly charged emotional issues. Prerequisite: WRTG-101 OR WRTG-105

HLTSV-310 - Surv of Health Services Delivery Systems

This course provides an overview of the history, evolution and major components of U.S. health care systems. Topics covered include the organization of health care services, the hospital, the roles of health care providers, supply and demand in health care, third-party payers, the role of government and managed care and comparisons of health care systems in other countries.

HLTSV-315 - Public Policy & Planning in Healthcare

An analysis of the processes related to the planning, organizing, staffing, directing and controlling of health care services. Specific emphasis is given to the key indicators and organizations that drive policy and planning in health care systems. The course also considers the impact of policy on practitioners in health care. The techniques of effective decision making and problem solving are also addressed.

HLTSV-325 - Emerging Issues in Healthcare

This course explores the current trends in health care and issues affecting the organizational changes in the industry with regard to delivery of health care services in a wide variety of settings. Topics include history of U.S. health care services, current reform proposals, universal health care insurance, ethical issues, gerontological issues, labor relations, the changing workforce in healthcare and comparative perspectives of health care in other countries.

HLTSV-499 - Capstone Seminar in Health Services Management

Students use knowledge of statistical analysis, process planning, and data gathering to complete an in-depth analysis and report on a sector or organization in the health care industry. Students' projects are evaluated based on demonstration of an understanding of systems, planning and dynamics of delivery in the context of their project. Prerequisite: HRM-350 HLTSV-310 HLTSV-315 HLTSV-325

HRM-321 - Staffing and Resource Management

3-0-3
This course focuses on the recruitment and retention functions of human resource management, including EEO/ Affirmative Action and career planning. In addition, the course focuses on the training and development functions inherent in retaining and enhancing a skilled work force. Training development includes needs analysis, programming and evaluation. Prerequisite: MGMT-320

HRM-336 - Compensation, Benefits, Health & Safety 3-0-3

Focusing on the complex structure of employee benefits programs, this course also introduces students to compensation structures. In addition to the focus on compensation and benefits, the course also develops students' understanding of the legal and organizational aspects of health, safety and security. Prerequisite: MGMT-320

HRM-350 - Cross-Cultural Commctn Diversity Management 3-0-3

This course will examine how to manage the growing multicultural workforce in the United States. Topics include issues of intercultural communication and cross-cultural relations, ethnocentrism, racism and ageism. Students will develop an understanding and appreciation for cultures other than one's own and will be able to discuss current techniques used in cultural analysis.

HRM-421 - Organizational and Employee Relations 3-0-3

This course focuses in part on the function of union representation and collective bargaining in managing a large organization. In addition, it focuses on the role of planning, control, and information resources in the practice of human resource professionals. Prerequisite: MGMT-320

HRM-499 - Applied Research & Practice in Human Resources 3-0-3

This project-centered course requires students to develop a comprehensive human resource plan for an organization. Plans must include considerations of planning, staff development, compensation and benefit structures, and organizational health and safety requirements. Students will write and present a comprehensive plan, including materials targeted for employee development and relations. Prerequisite: HRM-321HRM-336HRM-421

HUMN-301 - Art and Context 3-0-3

An in-depth examination of images and objects from throughout history and world cultures. Emphasis will be on the materials and techniques of painting, sculpture, architecture and landscape architecture, and on what these objects and images say about the cultures that made and make them. Class format will be lecture, class discussions and student group presentations. Two self-guided Philadelphia-area field trips will be required.

HUMN-310 - Globalization and World Politics 3-0-3

This course provides an overview of the forces which are shaping global economics and politics. Students will develop an understanding of the roles of international institutions such as the World Trade Organization, the International Monetary Fund and the United Nations, as well as non-governmental groups like Amnesty International and al Qaeda. Students will also examine the process of economic globalization in order to understand its varying impacts on different world regions.

IT-101 - Intro to Information Systems 3-0-3
This is an introductory course in Continuing and Professional Studies for students with no prior computer experience. The course is designed to teach students to use informatics that combine computer science, information processing, data-base management, word processing, spreadsheets and information presentation skills to facilitate management and processing of industry-related data.

**IT-201 - Learning and Technology 3-0-3**

This course will utilize students previously-acquired abilities to use Microsoft Word, Excel and PowerPoint in conjunction with information retrieval, management and communication tools. Research methods are combined with resource use, leading to careful evaluation and ethical use of information. This course will be taught in a computer lab, combining lecture with hands-on activities and group work. Can complement courses in which the student is concurrently enrolled and that require research beyond the course's texts.

**IT-315 - Information Technology I 3-0-3**

This course prepares future managers to be effective organizers and users of modern information technologies. Emphasizing a global perspective of information technology and related business issues, students learn to view IT in broad terms and function as 'internal consultants' to functional areas in an organization. The course covers office and manufacturing automation, telecommunications, decision-support systems and executive information systems. Students learn to integrate the informational needs of the organization with suppliers, customers and other decisionmaking entities. Course introduces management techniques to support effective employees whose actions are guided by the power of modern information technologies.

**IT-317 - Information Technology II 3-0-3**

This course introduces the fundamentals of computer application development. Students will develop basic facility in digital media, electronic publishing, and decision support systems. The course also includes the use of information technologies for the automation of both office and factory environments. Prerequisite: IT-315

**IT-320 - Database Management 3-0-3**

This course will provide an introduction to the creation and management of electronic databases. Topics covered include database design, relationships, normal forms, structured query language, importing data and creating reports and forms. Data-modeling techniques will also be covered. Prerequisite: IT-317

**IT-410 - Needs Assessment 3-0-3**

This course provides an introduction to assessing the informational needs of an organization. Topics covered include equipment requirements, information design and technology integration as they impact the needs of an organization. Special attention will be given to usability studies and design development. Prerequisite: IT-320

**IT-499 - Project Management 3-0-3**

This course focuses on strategic management of technology projects. Acting as a project manager, students learn techniques to elicit the support and acceptance of new technologies within organizations. Through the creation of a project plan, students learn how to integrate informational technologies into an organization's mission. Prerequisite: IT-410
LAWEN-301 - Plann for Law Enforcement Org 3-0-3
This courses covers strategic and tactical planning broadly conceived. The focus is on law enforcement; theories, examples and perspectives will be drawn from other fields in the non-profit sector. Topics that will be addressed include forecasting, personnel planning, GIS, and personnel and resource management issues including budgeting and program evaluation.

LAWEN-310 - Contemp Law Enforc Strategy 3-0-3
Understanding that law enforcement professional must attain an in-depth understanding of contemporary policing strategies and critical issues face law enforcement today, students will examine crime analysis, patrol techniques, training, information systems/GIS as well as other issues such as government relations and criminology.

LAWEN-410 - Advanced Law Enforcement Theory and Mgmt 3-0-3
This course focuses on the underlying theories of expert practices in police management and administration. Students will examine ethical issues specific to the field of law enforcement. This course builds on knowledge obtained through LAWEN-310 and utilizes academic and professional literature to address critical issues in the field. Prerequisite: LAWEN-310;

LAWEN-499 - Applied Project in Law Enforce 3-0-3
Using concepts learned in CPS Core Coursework and Law Enforcement Leadership courses, students conduct an indepth analysis of the law enforcement industry and design an innovative law enforcement initiative. Students will use knowledge of statistical analysis, process planning and data gathering to complete their analysis and report on a sector or organization in the industry. Students will demonstrate their ability to assess the efficacy of a program design as well as describe the project planning and implementation processes. Students' projects will be evaluated based on the capacity to incorporate familiarity with systems and planning in a comprehensive project analyzing the dynamics of the law enforcement industry in the context of their project. Prerequisite: LAWEN-301, 310 & 410 and take MGMT-320 or CRJX-309

LCSX-105 - Elements of Organization ----- Students need a basic understanding of how organizations work in order to manage their personal and professional lives. This course provides an interdisciplinary perspective on the foundations underlying all organizations (businesses, non-profit and governmental organizations) specifically as they relate to the nature of: management and leadership, economics both domestically and internationally, ethics, social responsibility, entrepreneurship, human resource management, marketing/advertising, e-commerce, information technology, accounting, investments, money and personal finances.

LHS-350 - Fund of HmLand Defense & Secu 3-0-3
Overview of the homeland security situation in the post-9/11 era. Students will develop an understanding of factors that affect government efforts to prevent terrorist attacks in the U.S. including terrorist groups, both domestically and globally, organizations involved in Homeland Security, and the challenges and legal issues facing homeland security professionals. Students gain a basic understanding of homeland security principles, national security, and its importance in securing our borders.
LHS-360 - Unconventional Conflict 3-0-3
This course provides an introduction and examination of terrorist threats to the United States in the form of unconventional conflict, sabotage, and subversion. Discussions explore the character and history of these threats, as well as examine the operational and organizational dynamics of terrorism. Individuals, group cells, and large organizations that are engaged in clandestine activity for political purpose or effect are explored. Effective measures for both countering and responding to these terrorism threats are discussed.

LHS-403 - Critical Infrastructure 3-0-3
This course provides an introduction to the wide variety of threats to critical infrastructure sites and facilities in the United States from both terrorist activities and natural disasters. The importance of these sites to the nation's overall safety and security is examined, with Local, State, and National icons highlighted. The Department of Homeland Security and its concept of an "All Hazards" approach to disasters is explored, with focus on the core principles of Prevent, Prepare, Respond, and Recover.

LHS-407 - Disaster Policy & Politics 3-0-3
The response to and the planning for disasters and catastrophic events entails complex public policy decisions by local, state, and national political officials. A disaster event can influence many policy agendas, sometimes leading to sweeping changes by public officials that can have long term consequences for society. Both recent and historical disasters and their ensuing public policy changes are examined, with a focus on the perception versus the reality of effective legislation.

LHS-499 - Capstone Sem., Appl Project 3-0-3
Students will explore the relevant scholarly literature and then conduct an in-depth analysis of the Homeland Security sector and design an innovative project. Knowledge of statistical analysis, process planning, and data gathering will be used to complete their analysis and report on a contemporary topic or aspect of the sector. Students will demonstrate their ability to assess the efficacy of program design as well as describe the project planning and implementation process. Student projects are evaluated based on the capacity to incorporate familiarity with systems and planning in a comprehensive project in the context of their subject. Prerequisite: STAT-311 LHS-350 LHS-360 LHS-403 LHS-407 EMS-410;

MATH-1XX - Mathematics Placeholder

MATH-215 - College Algebra 3-0-3
Heavy emphasis will be placed on applications and mathematical modeling. Topics covered include those in a traditional College Algebra course. Students will gain knowledge and skills in problem solving and modeling using graphing calculators and computer software.

MATH-2XX - Mathematics Placeholder
MATX-120 - College Algebra

This course provides a review of the fundamentals of algebra: a study of function theory, specifically linear and quadratic functions; matrix operations; and linear programming. Emphasis is placed on problem-solving techniques with special attention given to business and other applications.

MGMT-320ACC - Human Resource Pract & Tools

This course surveys the roles, policies and procedures of human resource management (HRM) in organizations today. Students learn the steps to staff and motivate a workforce, and appreciate the role of quantitative and qualitative decision making in HRM. Course materials deal with environmental impacts on HRM, equal employment opportunity, human resource planning, selection, performance evaluation, wage and salary administration, training and other relevant topics.

MGMT-330 - Organizational Ethics

This Continuing and Professional Studies course deals with current controversial issues in organizational ethics. The course will be conducted as a seminar. Students will research specific topics and present this information to other seminar members.

MGMT-361 - Leadership Theory and Ethical Practices

This course will heighten awareness and broaden the participant's knowledge of leadership theory, trends and applications, with a strong focus on ethical leadership. The course encompasses leadership/management theories, techniques, organizational applications, managing ethical gray areas with integrity, and integrating leadership skills into daily work practices. Students will review organizational structure/fields, leadership styles, managerial processes, strategic planning, and change-oriented ethical leadership and consider the impact of public policy.

MGMT-361ACC - Leadership Theory and Ethical Practices

This course will heighten awareness and broaden the participant's knowledge of leadership theory, trends and applications, with a strong focus on ethical leadership. The course encompasses leadership/management theories, techniques, organizational applications, managing ethical gray areas with integrity, and integrating leadership skills into daily work practices. Students will review organizational structure/fields, leadership styles, managerial processes, strategic planning, and change-oriented ethical leadership and consider the impact of public policy.

MGMT-401ACC - Operations Management

This course is a comprehensive survey of production and service operations management, topics and functions. Topics include methods and work measurement, materials management, plant location and layout, production planning and control, maintenance, quality control, "Total Quality," Japanese management styles, "Systems Approach," and decision tools such as PERT, linear programming, queuing theory, sampling and simulation. Service-delivery applications and activities are also highlighted. Prerequisite: take STAT-311

MGTX-105 - Principles of Management
This course is an introduction to the principles of management and their application in public and private, profit and non-profit organizations. Students will explore the areas of employee motivation, group behavior, leadership, strategic planning, organizational design, and career opportunities. Emphasis is on the research and techniques available to assist in the development of requisite management skills.

MGTX-201 - Human Resources Mgmt.

This course includes the presentation, analysis, and discussion of the specific functions of an organization's Human Resources Department, including the human relations knowledge and skills vital to the success of any manager. Students will explore the standards of performance that are expected of managers, subordinates, and the organization with a special emphasis on the supportive relationship needed between employees and their organizations. This course also will explore a number of contemporary and controversial issues related to human resource management.

MGTX-303 - Labor/Management Relations

This course is an introduction to labor/management relations. It acquaints students with current problems encountered by management in the negotiation and administration of labor relation agreements. Prerequisite: MGTX-201;

MGTX-305 - Managing a Diverse Workplace

This course focuses on a variety of topics related to meeting the demands of an increasingly diverse workplace. Students will explore the difference among Affirmative Action, valuing diversity, and managing diversity. Characteristics of diverse populations, including ethnic minorities, gender issues, older workers, workers with disabilities, and foreign workers will be studied. Students will learn strategies for implementing diversity and building cooperation and trust among diverse work groups.

MGTX-307 - Compensation & Benefits

This course focuses on the strategic choices in managing compensation. Major compensation issues are discussed in the context of current theory, research, and practice. Students will explore the issues that influence the determination of compensation and benefits in an organization, the design of the various forms of compensation and benefits, and how organizations manage the compensation system. Prerequisite: MGTX-201;

MGTX-308 - Training and Development

This course focuses on the role of training and employee development in organizations. It acquaints students with current theory on learning and program design, training methods and evaluation, e-learning and the use of technology in training, and the relationship of training to career management. Prerequisite: MGTX-201;

MGTX-405 - Organizational Behavior

This course includes the study of individual and small group behavior in organizations and the interpretation of this behavior in the context of the managerial environment. Students will explore the nature of such concepts as influence, power and control, attitudes, communication, conflict, and interpersonal relations as a means of understanding of the dynamics of group behavior. Prerequisite: MGTX-105
MGTX-408 - Organizational Theory & Dev.  
This course examines the nature and problems of organizational design, development, and change in complex organizations. The application of organizational theories in the treatment of technological, economic, and behavioral problems confronted by the practicing manager is examined. Theories of organizational growth, change, and development and their impact on organizational outcomes are explored. Prerequisite: MGTX-105

MKTG-102ACC - Principles of Marketing  3-0-3
Principles of Marketing A basic course in which the main functions, institutions and concepts of marketing are studied. Attention is focused on providing an analytical and corporate framework for studying and understanding the marketing system within changing environmental forces.

MKTG-307ACC - Principles Social Media Mktg.  3-0-3
Principles of Social Media Marketing is an advanced course in marketing that explains how social media can impact the marketing mix of an organization. Emphasis will be on for-profit companies, but will also cover non-profit organizations. Topics covered will include legal issues, building professional influence and how social media differs from other marketing tactics.

MKTG-320 - Visual Literacy  3-0-3
A survey course in which students will examine, appreciate and communicate with visual media. Students will enhance their capacity to look at a design and evaluate what is effective, with an understanding of design language and the process by which good communication is created.

MKTX-404 - Consumer Behavior  
This course examines marketing from the point of view of key behavioral science concepts, relevant consumer research, best practices and practical marketing applications with a customer focus. The course also analyzes motivation, personality, perception, learning, attitude formation, and the importance of group dynamics, social class, and culture on behavior in the marketplace. Prerequisite: MKTX-101;

MUSX-101 - Music Appreciation  3-0-3
This course is designed for students with no previous formal music training in Western classical music. It provides a foundation for intelligent and appreciative listening of music, through an understanding of the ways in which music is put together, and the various characteristics of musical style.

OTA-300 - Anatomy, Physiology & Biomechanics  4-4-6
This course will examine the anatomical and physiological aspects of the various systems of humans, including integumentary, neurologic, sensory, musculoskeletal, reproductive, circulation, respiration, nutrition-digestion, excretion and endocrine. Biomechanics of muscles, bones, and ligaments of the human body and the interactions between these structures to illustrate how movements are performed will be addressed. Students will be introduced to strategies for adaptation that can lead to improved function in relevant contexts. The OT Practice Framework 2 terminology will be used to describe daily life problem solutions. A close correlation between lecture and laboratory topics will be maintained. Prerequisite: take BIOL-101;
OTA-302 - Occp: Infancy Thru Adolesence 3-0-3

The course will focus on the observations, analysis, and performance of human occupations as they relate to typical changes through normative life tasks in various environments and culture through work, self-care and play leisure. The student will explore normal human physical, social, behavioral and cognitive development and performance from infancy to adolescence. The OT Practice Framework terminology will be used to describe observations and findings. This course includes an offsite fieldwork component to complement academic teaching content. Prerequisite: take hist-232;

OTA-304 - Occupation Across the Lifespan Adulthoo 3-0-3

The course will focus on the observations, analysis, and performance of human occupations in work, self-care and play/leisure from late adolescence through the elder years. The teaching-learning process will be incorporated, with an emphasis on self-directed learning by doing. The OT Practice Framework terminology will be used to describe observations and findings. Prerequisite: take OTA-302;

OTA-306 - Conditions I: Infancy/Adolesen 3-0-3

The etiology and symptoms of clinical conditions that are commonly referred for occupational therapy services are examined. The effects of trauma and disease on the biological, psychological, and social domains of occupational behavior are introduced, with particular emphasis on conditions usually experienced from infancy through adolescence. Procedures and precautions ensuring safety for patients and caregivers will be reviewed. This course includes a graded offsite fieldwork component to complement academic teaching content. Prerequisite: take PSYCH-101 acc, OTA-300;

OTA-308 - Conditions Ii: Adulthood 3-0-3

The etiology and symptoms of clinical conditions that are commonly referred for occupational therapy services are examined. The effects of trauma and disease on the biological, psychological, and social domains of occupational behavior are introduced, with particular emphasis on conditions usually experienced from early adulthood through aging. Procedures and precautions ensuring safety for patients and caregivers will be reviewed. Students will be introduced to the resources available for keeping current as new protocols and best practices develop. Prerequisite: take OTA-306;

OTA-310 - Environ & Contexts of Occupat 3-0-3

Environments and contexts can have an enormous effect on occupational therapy intervention. Across all practice areas, occupational therapy intervention uses environments and contexts to support the client's/patient's health and participation in meaningful occupations. This course focuses on understanding the complex nature of contexts and environments and their impact on engagement in occupations across the life span. Prerequisite: take OTA-304;

OTA-400 - Leadership & Human Servs Syst 3-0-3
Basic management skills and abilities required as a COTA in occupational therapy and other programs will be defined and analyzed. The student will explore topics associated with health care delivery systems, including contextual factors, federal and state regulations, reimbursement systems, and credentialing laws. Skills in management will be reviewed, including organizing and maintaining workload, marketing services, documentation in its various forms, and supervision of aides and developing skills as a fieldwork educator. Ethical and professional principles will be defined in the context of a variety of employment and intervention settings, with an emphasis on applying AOTA's Code of Ethics to different situations. Prerequisite:take HIST-232;

**OTA-402 - Ethics & Critical Thinking I**  2-0-2

Students will examine the AOTA Code of Ethics in-depth and then use it and the AOTA Occupational Therapy Practice Framework to analyze case studies and examples from fieldwork to further their understanding of liability issues, ethical dilemmas, and decision-making in professional interactions, client interventions, and employment settings. Prerequisite: OTA-402; Corequisite: OTA-406

**OTA-404 - Ethics & Critical Thinking II**  1-0-1

Clinical reasoning, ethical principles, and understanding the values of the profession are defined. The student will discuss and describe the value of local, state, and national professional OT organizations, the importance of promoting the profession and developing a personal professional development plan, and recognizing personal strengths and areas for improvement. Students will demonstrate their critical thinking and overall knowledge acquisition by presenting their summative OTA Program Portfolio in conjunction with this course. Prerequisite:take OTA-402; Corequisite: OTA-408

**OTA-406 - Fieldwork level II A**  6-0-6

Minimum eight weeks and 300 hours supervised experience. Students apply and integrate didactic knowledge and skills with clients in a variety of settings under the supervision of a registered and licensed occupational therapist. Students are assigned to facility and community settings and receive practical experience applying knowledge and skills with individuals of varying ages and conditions. Prior to enrolling, students must successfully complete all required OTA course, demonstrate current CPR certification, and receive departmental approval. Prerequisite: take IT-201 OTA-310 OTA-400 OTA-414; Corequisite: OTA-402

**OTA-408 - Fieldwork Level II B**  6-0-6

Minimum eight weeks and 300 hours supervised experience. Students apply and integrate didactic knowledge and skills with clients in a variety of settings under the supervision of a registered and licensed occupational therapist. Students are assigned to facility and community settings and receive practical experience applying knowledge and skills with individuals of varying ages and conditions. Prior to enrolling, students must successfully complete all required OTA course, demonstrate current CPR certification, and receive departmental approval. Prerequisite: take OTA-406; Corequisite: OTA-404

**OTA-410 - Interventn I:infancy/Adolescence**  4-0-4
Through analysis and simulation of occupations, OTA students gain insight and skill in observation, assessment, documentation, and teaching of adapted self-care, work and play/leisure activities for the person with life challenges from infancy through adolescence. Conditions commonly occurring in this age group will be reviewed. The dynamics of group and individual participation in occupations are explored as they relate to assessment and therapeutic intervention. Prerequisite: OTA-302 OTA-306;

**OTA-412 - Intervntn II: Young/Mid Adult**  
4-0-4

Through analysis and simulation of occupations, students gain insight and skills in observation, assessment, documentation, and teaching of adaptive self care, work, and play/leisure activities for the person with life challenges from young through middle adulthood. Conditions commonly occurring in this age group are reviewed. The course includes laboratory and directed offsite fieldwork components to complement lecture content. Prerequisite: OTA-304 OTA-308 OTA-410;

**OTA-414 - Intervntn III: Late Adulthood**  
4-0-4

Through analysis and simulation of occupations, the students gain insight and skills in observation, assessment, documentation, and teaching of adaptive self care, work, and play/leisure activities for the person with life challenges in late adulthood. Conditions commonly occurring in this age group will be reviewed. This course includes laboratory and directed offsite fieldwork components to complement lecture content. Prerequisite: OTA-412;

**PHLX-101 - Introduction to Philosophy**  
-----

This course is designed to introduce the student to philosophical investigation. Part one includes the origin, nature, and value of philosophy. Part two is an analysis of the problems of human nature, our universe, and the existence of God. Part three includes an introduction to the areas of metaphysics, theory of knowledge, ethics, and political and social philosophy.

**PHLX-203 - Ethics**  
-----

This course includes an analysis of some of the major classical and contemporary ethical theories. Topics include ethical relativism, ethical absolutism, egoism, natural law, utilitarianism, and situation ethics. Application of ethical theories to moral issues in our society are discussed. Issues of pornography, abortion, euthanasia, affirmative action, capital punishment, and environmental issues may also be discussed.

**PHLX-301 - World Religions**  
-----

This course studies the major religions of the world including Hinduism, Buddhism, Confucius, Taoism, Islam, Judaism, and Christianity. Topics include the absolute, the world, human nature, the problem of humans, and the solution for humans; also topics on the origin of religion, primal religion, and definitions of religion.

**PSYCH-101ACC - Introduction to Psychology**  
3-0-3

This course is an introduction to the methodology, concepts, principles and issues in the study of behavior. Topics to be covered include: the biological bases of behavior; sensory and perceptual processes; learning, memory and cognition; motivation and emotion; personality, psychopathology and psychological approaches to therapy; and social interactions. This course is a requirement for enrollment in all higher-level psychology courses.
PSYCH-201ACC - Abnormal Psychology 3-0-3
Consideration of the various classifications and symptomatology of psychopathological disorders' their origin, assessment, prognosis, treatment and prevention. Prerequisite: Psych 1XX

PSYCH-213ACC - Developmental Psychology 3-0-3
Students will analyze the process of human development and change throughout the lifespan. Research on both humans and animals will be presented to promote understanding of human physical, social, emotional and cognitive development. Topics include prenatal and postnatal development, issues and theories of human development, genetic influences and personality and issues related to the aging process. Prerequisite: PSYCH-101 PSYX-101 or PSYCH-101ACC

PSYCH-222ACC - Counseling Psychology 3-0-3
An overview and general understanding of the field of counseling psychology. The course is designed to familiarize students with the basic concepts, interventions, scientific research, professional practices and contemporary issues of the profession of counseling psychology. Students will learn a variety of theoretical approaches and psychotherapy techniques to counseling, including psychoanalytic, behavioral, cognitive and humanistic approaches. The course contains both didactic and skill application to encourage competency in the performance of counseling skills. Prerequisite: PSYCH-101

PSYCH-233ACC - Interpersonal Relations and Small Group Dynamics 3-0-3
This course is designed to provide a theoretical and experiential exposure to group formation, group process and group dynamics, as well as to interpersonal relationships within and between groups.

PSYX-101 - Fundamentals of Psychology I
This course examines the nature of psychology as a social and behavioral science. It surveys fundamental areas in behavior including research in psychology, the brain and behavior, learning, human development and socialization, intelligence, personality, health psychology, and social psychology.

SCI-101ACC - Environmental Science 3-0-3
Environmental Science is the study of how humans and the natural environment interact. Critical issues that affect our daily lives such as clean drinking water, urban renewal, energy availability, pesticides, global warming, acid rain and recycling are explored from social, ecological, chemical and political perspectives. Students will tackle a real-life environmental problem in a professional manner using critical thinking and analytical skills, library research skills, teamwork and presentation skills.

SOC-310 - Social Science of the Workplace 3-0-3
This General Education Core course examines the contemporary world of work using analytic tools from a variety of disciplines, including sociology, psychology, and anthropology. Key themes include: the social organization of work, contemporary changes in occupations and professions, technology and the information age, the impact of globalization on work, the role of class, gender, race and ethnicity in shaping work experiences and worker identities, and the relationship between work and family. Students learn about basic social science research techniques, practice interpreting data and thinking critically about contemporary work issues, and develop their own arguments about the world of work.

**SOCX-101 - Principles of Sociology**

This course is an introduction to the basic concepts in Sociology and an analysis of culture, socialization, stratification, social organization, class, social interaction, social change, and conflict.

**STAT-311 - Finding and Evaluating Statistical Data** 3-0-3

A Continuing and Professional Studies Core course in data gathering and analysis, focusing on the use of demographic and economic data that inform organizational decision making. Students will learn basic descriptive statistical measures and probability theory and develop an understanding of the basis for statistical decision-making techniques. A variety of resources for gathering data related to demographics, socioeconomic and sociogeographic trends, economics data, and trends in business and industry will be presented. Students will also review and apply a variety of descriptive and/or inferential statistics to make meaning of these data. Students will learn to manipulate data using statistical software.

**WRTG-105 - Writing About Workplace Culture** 3-0-3

Students in this thematic writing-specific course draw evidence from multiple sources while developing thesis driven essays and other types of personal, academic and professional writing. To examine the purposely broad theme of workplace culture, students will research, write, and present on topics such as professional ethics, the multicultural workplace, technology on the job, workplace politics, and corporate citizenship. Students will also develop targeted information literacy skills and enhance their abilities to think independently and on teams.