

# **LMU**

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## **Lincoln Memorial University**

HARROGATE, TENNESSEE

### **Graduate Programs CATALOG 2019-2020**

**Paul V. Hamilton School of Arts Humanities and Social Sciences  
School of Business  
Carter and Moyers School of Education  
School of Mathematics and Sciences  
Caylor School of Nursing**

**VALUES • EDUCATION • SERVICE**

# Graduate Programs Catalog

2019-2020

Harrogate, Tennessee  
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This edition of the *Graduate Programs Catalog* is effective August 1, 2019. For more detailed information about the University's professional degree programs or undergraduate degree programs refer to the applicable [catalog](#).

The policies, programs, curricula, and fees set forth in this catalog are subject to change at any time at the discretion of Lincoln Memorial University (LMU). Because of the possibility of change or undetected error, important points of fact and interpretation should be confirmed by the appropriate University official.

In support of the Mission Statement and the principles on which it is based, LMU is committed to equal opportunity for all students, staff, and faculty and to nondiscrimination in the recruitment, admission, and retention of students and the recruitment, hiring, promotion, and retention of faculty and staff.

LMU reaffirms its commitment to personnel and educational policies that comply with the requirement applicable to equal opportunity/affirmative action laws, directives, executive orders, and regulations to the effect that no person at LMU shall, on the basis of age, color, creed, disability, ethnic/national origin, gender, military status, pregnancy, race, religion, sexual orientation, genetic information, or any other class protected by applicable law, be excluded from participating in, or be denied benefits of, any employment or educational opportunity.

## **Equal Opportunity, Affirmative Action, and Nondiscrimination Policy**

LMU is an Equal Opportunity and Affirmative Action educational institution. In support of its Mission Statement, LMU is committed to equal opportunity in recruitment, admission, and retention for all students and in recruitment, hiring, training, promotion, and retention for all employees. In furtherance of this commitment, LMU prohibits discrimination on the basis of race, color, ethnicity, religion, sex, national origin, age, ancestry, disability, veteran status, sexual orientation, marital status, parental status, gender, gender identity, gender expression, and genetic information in all University programs and activities. LMU prohibits retaliation against any individual for 1) filing, or encouraging someone to file, a complaint of discrimination; 2) participating in an investigation of discrimination; or 3) opposing discrimination. "Retaliation" includes any adverse action or act of revenge against an individual for filing or encouraging someone to file a complaint of discrimination, participating in an investigation of discrimination, or opposing discrimination.

This policy is widely disseminated in University publications, including the Employee Handbook and all LMU student catalogs and handbooks. All members of the University community bear responsibility for compliance with this policy. Compliance is monitored and reported annually through the offices of the Vice President for Academic Affairs; the Vice President for Enrollment, Athletics, and Public Relations; the Vice President for Academic and Student Support Service; the Office of Human Resources; and the Institutional Compliance Office.

This policy is in compliance with federal and state law, including the provisions of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, the ADA Amendments Act of 2008, Executive Order 11246, the Vietnam Era Veterans Readjustment Act of 1974 as amended by the Jobs for Veterans Act, the Uniformed Services Employment and Reemployment Rights Act, as amended, the Genetic Information Nondiscrimination Act of 2008, and the Tennessee Human Rights Act.

All members of the University community bear responsibility for compliance with the equal opportunity, affirmative action, and nondiscrimination policies disseminated through the current University publications, including, but not limited to the *LMU Student Handbook* (ONLINE), the *Lincoln Memorial University Undergraduate Catalog*, *other program catalogs and handbooks*, and the *Lincoln Memorial University Faculty/Staff Policy Manual*. Compliance is monitored and reported annually through the offices of the Vice President for Academic Affairs, the Vice President for Academic and Student Support Services, the Vice President for Enrollment, Athletics, and Public Relations, the Office of Institutional Compliance, and the Office of Human Resources.

## **Accreditation**

LMU is accredited by the [Southern Association of Colleges and Schools Commission on Colleges \(SACSCOC\)](#) to award associate, baccalaureate, masters, specialist, and doctorate degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call 404-679-4500, for questions about the accreditation of LMU.

Individual program accreditation has been granted by:

- [Accreditation Commission for Education in Nursing, Inc.](#) (ACEN)
- [Accreditation Review Commission on Education for the Physician Assistant, Inc.](#) (ARC-PA)
- [American Bar Association](#) (ABA)
- [American Osteopathic Association-Commission on Osteopathic College Accreditation](#) (AOA-COCA)
- [American Veterinary Medical Association – Council on Veterinary Technology Education and Activities](#) (AVMA-CVTEA)
- [American Veterinary Medical Association – Council on Education](#) (AVMA-COE)
- [Council for Accreditation of Counseling and Related Educational Programs](#) (CACREP)

- [Council on Accreditation of Nurse Anesthesia Educational Programs](#)(COA-NAEP)
- [Council on Social Work Education](#) (CSWE)
- [National Accrediting Agency for Clinical Laboratory Sciences](#) (NAACLS)
- [Council for the Accreditation of Educator Preparation](#) (CAEP)
- [Accreditation Council for Business Schools and Programs](#) (ACBSP)

Individual program approval has been granted by:

- [State of Tennessee Department of Education](#)
- [Tennessee Higher Education Commission](#)
- [Kentucky Council on Postsecondary Education](#)
- [Tennessee Board of Nursing](#)
- [Kentucky Board of Nursing](#)
- [Tennessee Board of Law Examiners](#)
- [Florida Department of Education](#)

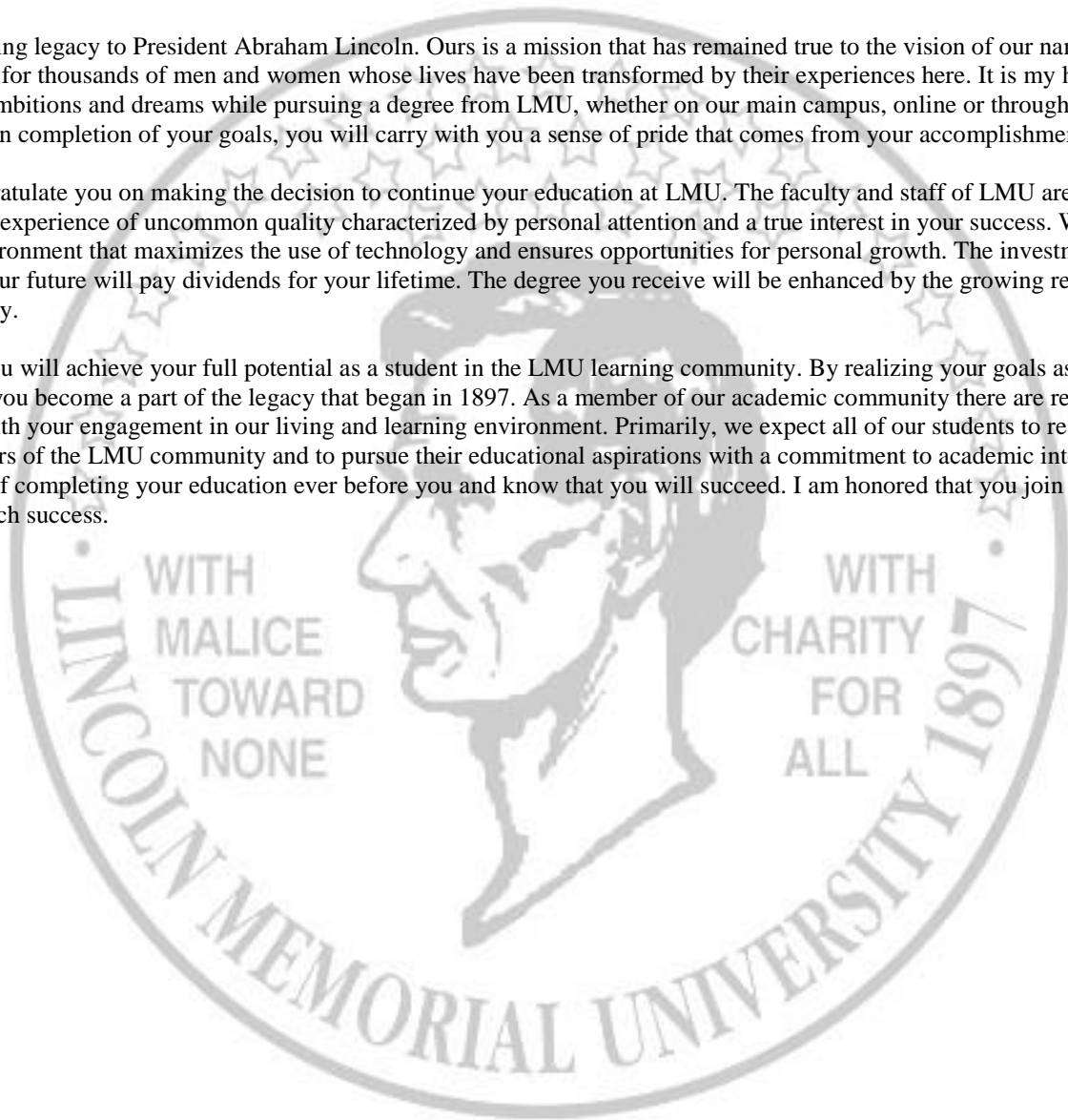
## Message from the President

Dr. E. Clayton Hess

LMU is a living legacy to President Abraham Lincoln. Ours is a mission that has remained true to the vision of our namesake as a guiding light for thousands of men and women whose lives have been transformed by their experiences here. It is my hope that you fulfill your ambitions and dreams while pursuing a degree from LMU, whether on our main campus, online or through an off-campus. Upon completion of your goals, you will carry with you a sense of pride that comes from your accomplishments.

Let me congratulate you on making the decision to continue your education at LMU. The faculty and staff of LMU are committed to providing an experience of uncommon quality characterized by personal attention and a true interest in your success. We provide a learning environment that maximizes the use of technology and ensures opportunities for personal growth. The investment you are making in your future will pay dividends for your lifetime. The degree you receive will be enhanced by the growing reputation of our University.

I trust that you will achieve your full potential as a student in the LMU learning community. By realizing your goals as a Railsplitter, you become a part of the legacy that began in 1897. As a member of our academic community there are responsibilities associated with your engagement in our living and learning environment. Primarily, we expect all of our students to respect all other members of the LMU community and to pursue their educational aspirations with a commitment to academic integrity. Keep your dream of completing your education ever before you and know that you will succeed. I am honored that you join us now and wish you much success.



## MEMBERSHIPS

Abraham Lincoln Association  
American Association for Higher Education  
American Association of Colleges of Nursing  
American Association of Collegiate Registrars and Admissions Officers  
American Association of Museums  
American Association for State and Local History  
The American Council on Education  
American Library Association  
American Universities in Russia, Ukraine  
Appalachian College Association  
Appalachian Consortium  
Appalachian Osteopathic Postgraduate Training Institute Consortium  
Association of College and Research Libraries  
Association of College and University Museums and Galleries  
Association for Gerontology in Higher Education  
Association of Governing Boards of Universities and Colleges  
Association of Independent Liberal Arts Colleges for Teacher Education  
Association for Supervision and Curriculum Development  
Association of Veterinary Technician Educators  
Broadcast Education Association  
Civil War Courier  
College and University Professional Association for Human Resources (National)  
College and University Professional Association for Human Resources (Tennessee)  
The College Board  
Consortium for the Advancement of Private Higher Education  
Consortium for Global Education  
Council for Adult and Experiential Learning  
The Council for the Advancement and Support of Education  
Council for Higher Education Accreditation  
Council of Graduate Schools  
Council of Independent Colleges  
Council on Undergraduate Research  
East Tennessee College Alliance  
East Tennessee Historical Society  
The Foundation for Independent Higher Education  
International Alliance for Higher Education  
International University and Business Consortium  
Interstate Career Fair  
Kentucky Civil War Roundtable  
Kentucky Association of Museums  
Kingsport Higher Education Consortium  
Knoxville Area Health Science Library Consortium  
The Lincoln Group  
LYRASIS  
Medical Library Association  
Museum Store Association  
National Association of College and University Business Officers  
National Association of Foreign Student Advisors  
National Association of Independent Colleges and Universities  
National Association of Student Financial Aid Administrators  
National Association of Student Personnel Administrators  
National Career Development Association  
National Collegiate Athletic Association  
National Collegiate Honors Council  
National Council of Educational Opportunity Associations  
National Council for State Authorization Reciprocity Agreements  
National League for Nursing  
National Organization of Nurse Practitioner Faculties  
Oak Ridge Associated Universities  
Private College Consortium for International Studies  
Rural Health Association of Tennessee  
Society for Advancement of Management (SAM)  
South Atlantic Conference  
Southeastern Library Network  
Southern Association of Collegiate Registrars and Admissions Officers  
Southeastern Museums Conference  
Study Tennessee  
TENN-SHARE  
Tennessee Association of Colleges and Employers  
Tennessee Association of Colleges for Teacher Education  
Tennessee Association of Collegiate Registrars and Admissions Officers  
Tennessee Association of Museums  
The Tennessee College Association  
Tennessee Career Development Association  
Tennessee Conference of Graduate Schools  
Tennessee Educational Association of Veterans Program Administrators  
Tennessee Hospital Association  
Tennessee Independent Colleges and Universities Association  
Tennessee Osteopathic Medical Association  
Veterinary Information Network  
Virginia Association of Museums

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## **Mission and Purpose Statement**

LMU is a comprehensive values-based learning community dedicated to providing quality educational experiences at the undergraduate, graduate, and professional levels.

The University strives to give students a foundation for a more productive life by upholding the principles of Abraham Lincoln's life: a dedication to individual liberty, responsibility, and improvement; a respect for citizenship; recognition of the intrinsic value of high moral and ethical standards; and a belief in a personal God.

While primarily committed to teaching, the University supports research and service. The University's curriculum and commitment to quality instruction at every level are based on the beliefs that graduates must be able to communicate clearly and effectively in an era of rapidly and continuously expanding communication technology, must have an appreciable depth of learning in a field of knowledge, must appreciate and understand the various ways by which we come to know ourselves and the world around us, and must be able to exercise informed judgments.

The University believes that one of the major cornerstones of meaningful existence is service to humanity. By making educational, service, and research opportunities available to students, LMU seeks to improve life for the students it serves. While serving students from throughout the state, nation, and many other countries, the University retains a commitment to enrich the lives of people and communities in the Appalachian region.

*Revised July 6, 2017; Approved by Board of Trustees November 10, 2017*

## **Institutional Goals**

LMU is a private, independent, non-sectarian University with a clearly defined mission that distinguishes it from other educational institutions. While the University cherishes its heritage and rich traditions, it recognizes that dynamic growth and change are required to meet the needs of today's students. The University has identified the following institutional goals, which are derived from its mission and reflect its vision for the future:

1. Make educational opportunities available to all persons without reference to social status. The University seeks to maximize enrollment by strengthening recruitment efforts and increasing student retention through the creation of an academic and social environment that facilitates success and rewards achievement.
2. Maintain fiscal integrity in all its activities, programs and operations through concerted efforts to continuously increase its endowment and financial standing.
3. Provide quality educational experiences that have their foundation in the liberal arts and professional studies, promote high personal standards and produce graduates with relevant career skills to compete in an ever-changing, increasingly global market.
4. Advance the Cumberland Gap and Appalachian region through community service programs in continuing education, healthcare, leadership development, recreation and the fine and performing arts.
5. Serve as a critical educational, cultural, and recreational center for the area, and to develop and maintain facilities, which are safe, accessible, and conducive to the development of body, mind and spirit.
6. Attract and retain a diverse and highly qualified faculty and staff, committed to teaching, research and service.
7. Commit resources to support the teaching, research, and service role of the Institution.
8. Support faculty and staff development programs with priority for allocation of resources determined by institutional needs.
9. Increase technology for all educational sites. Specifically, the University seeks to continuously improve its computer and other technological resources for faculty, staff and students.
10. Develop and implement academic programs in response to anticipated or demonstrated educational need, and to continuously evaluate and improve the effectiveness of current programs.
11. Provide a caring and nurturing environment where students, faculty and staff with varied talents, experiences and aspirations come together to form a diverse community that encourages students to grow intellectually and personally to meet their academic and career goals.
12. Provide quality educational opportunities through selected degree programs for students who live or work a significant distance from the LMU main campus, and for whom other options are not as accessible or satisfactory.

## **LMU Heritage**

LMU grew out of love and respect for Abraham Lincoln and today honors his name, values, and spirit. As the legend goes, in 1863 Lincoln commented to General O. O. Howard, a Union officer, that when the Civil War ended he hoped General Howard would organize a great university for the people of this area.

In the late 1800s, Colonel A. A. Arthur, an organizing agent of an English company, purchased the area where LMU is located. His company built a hotel of 700 rooms called "The Four Seasons" as well as a hospital, an inn, a sanitarium, and other smaller buildings. Roads were laid and the grounds planted with a wide variety of shrubs and trees. In 1895 the company was forced to abandon its project when a financial panic swept England.

Reverend A. A. Meyers, a Congregationalist minister, came to the Cumberland Gap in 1888. He succeeded in opening the Harrow School, established for the purpose of providing elementary education to mountain youngsters. On a visit to the area to give a series of lectures at the Harrow School, General O. O. Howard remembered his commitment to fulfill Lincoln's request and he joined Reverend Myers, M. F. Overton, C. F. Eager, A. B. Kesterson, and M. Arthur in establishing LMU. That group, along with Robert F. Patterson, a confederate veteran, became a board of directors and purchased The Four Seasons property. In commemoration of Lincoln's birthday, the institution was chartered by the State of Tennessee on February 12, 1897 as LMU.

Throughout the years, many thousands of LMU alumni have entered careers in medicine, law, and education. LMU graduates have positively impacted the educational opportunities, economic expansion, and health of countless communities in the Appalachian region and beyond.

LMU's strong heritage has propelled the growth of the university over the last decade, leading to the addition of professional schools: the DeBusk College of Osteopathic Medicine (DCOM), the Duncan School of Law (DSOL), and the College of Veterinary Medicine (CVM). Additionally, LMU has experienced growth at every degree level across the board.

LMU has expanded its international reach by partnering with educational institutions in Japan, Mongolia, China, Brazil, and Thailand. Since 1979, the University has welcomed students annually from Kanto International Senior High School in Tokyo, Japan. The program exposes LMU students to the Japanese culture, while the Kanto students are immersed in English as a Second Language curriculum, learn about American culture, have homestay experiences, and participate in various other cultural activities.

### **The Main Campus Community and Climate**

LMU is located in Harrogate, Tennessee, in the heart of Appalachia, where the borders of Tennessee, Kentucky and Virginia meet. It is adjacent to Cumberland Gap National Historical Park. The nearest town is Middlesboro, Kentucky, which offers shopping, a cinema, laundromats, dry cleaners, several restaurants, and other businesses college students may need to frequent. Harrogate offers several banks, churches, restaurants, a variety store, pharmacy, grocery store, and physicians' and dentists' offices, all within walking distance of the campus. Hillcrest Lanes features a 20-lane bowling alley located approximately three miles from campus. For those desiring an urban experience, Knoxville, Tennessee, is 55 miles south of the campus.

The climate in the area is pleasant, with cold temperatures and occasional snow December through February, and 80-degree temperatures July through August. Both fall and spring are pleasant seasons, with temperatures ranging from the 50s to the 70s.

### **Main Campus**

The 1,000 acre main campus—its grounds, buildings, equipment, human resources—is strikingly beautiful. Located in a rural setting in Harrogate, Tennessee, the campus is a visual treat. Stately trees, shrubs and open spaces, along with farmland and rolling hills that become the Cumberland Mountains, create a natural recreational area for enjoying nature on campus. Biking, cross-country trails, hiking, mountain climbing, and camping in the surrounding environs are activities available for all to enjoy. A portion of the campus is part of the Daniel Boone Greenway Walking/Biking Trail.

LMU facilities are equipped with current technology and amenities which enhance the learning environment. The University's Abraham Lincoln Library and Museum (ALLM) is a center for historical research and provides a number of educational programs for students, faculty, and staff, and the general public. The ALLM is home to one of the nation's largest and most diverse collections of Lincoln and Civil War artifacts and supports an unmatched collection of fine and popular art, commemorating Abraham Lincoln reaching back over 150 years. Scholars from every region of the globe have visited the ALLM to study the life and thoughts of the nation's sixteenth president.

Duke Hall of Citizenship, along with its spacious Sam and Sue Mars Performing Arts Center, houses a few administrative offices, including Counseling Services, Accessible Education Services, and Information Services.

Grant-Lee Hall is the only original building on the Harrogate campus. It was part of the Four Season Hotel and has been recently renovated to house administrative offices for Academic Affairs, Academic and Student Support Services, general Administration, Human Resources, Finance, and University Advancement. University Advancement includes Alumni Services, Marketing, fundraising, publications, and social media.

Historic Avery Hall, the first building to be built on campus, houses offices, classrooms, and rehearsal space for the Paul V. Hamilton School of Arts, Humanities, and Social Sciences.

Farr-Chinnock Hall is home to the J. Frank White Academy, a college preparatory school for Grades 5-12. Academy students also use several other University facilities including Mars Gym, the library, and the dining hall.

The Harold M. Finley Learning Resources Center houses the [Carnegie-Vincent Library](#), the Tagge Academic Support Center, the Lon and Elizabeth Parr Reed Health Sciences Library, the Dr. Mabel D. Smith Music Library, two computer labs, the Murray Alumni Lounge, and the Brooks Reading Room. The facility is the academic hub of campus with collections totaling more than 400,000 items including traditional and electronic books, electronic journals, bound periodicals, software, microfilm, and audiovisual materials. University Archives and Special Collections are housed in the Learning Resource Center as well.

LMU's Elizabeth D. Chinnock Chapel completes the campus quadrangle and provides a non-denominational atmosphere for religious and meditative retreat.

DAR-Whitford Hall houses Undergraduate Admissions, the Registrar, Student Services, Financial Aid, and student accounts. Marketing and Public Relations are also located in this building.

Smith Manor, formerly known as the President's Home, houses the President's Office and the Office of University Counsel.

The Student Center is the hub for a variety of activities from eating meals to watching movies and playing games. This

complex, which houses dining options such as Campus Grounds, Splitters Club, and the dining hall, is also home to the University bookstore, a workout facility, the campus post office, the campus print shop, and some administrative offices, including the Office of Residence Life.

The DeBusk College of Osteopathic Medicine (DCOM) facility houses the DeBusk College of Osteopathic Medicine and its programs, including the Physician Assistant Program, the Doctor of Medical Sciences program, and the Doctor of Osteopathic Medicine program. It contains lecture halls, faculty and administrative offices, laboratories, examination rooms, and classroom space.

The Schenck Center for Allied Health Sciences provides classrooms, faculty and administrative offices, laboratories, kennels, and surgical units to support the Veterinary Health Science (VHS), the Veterinary Medical Technology (VMT), and the Medical Laboratory Science (MLS) programs.

The Hamilton Math and Science Building houses faculty and administrative offices, classrooms, labs and research space for the School of Mathematics and Sciences, the Caylor School of Nursing, the DeBusk College of Osteopathic Medicine (DCOM) and the College of Veterinary Medicine (CVM), and the Medical Laboratory Science (MLS) program.

The Business-Education Building houses faculty and administrative offices and classroom facilities for the Carter and Moyers School of Education and the School of Business.

Campus housing facilities are available for 985 students in either double-occupancy, co-ed, or apartment-style accommodations.

The 5,009-seat Tex Turner Arena is the centerpiece for the University's NCAA Division II intercollegiate athletic program and the competition site for men's and women's basketball. It houses athletic department offices, a weight room, and an auxiliary gym, and is equipped for radio and television broadcasts.

The Mary E. Mars Gymnasium, with its classrooms and basketball/volleyball court, is a multi-purpose facility. Complementing the many outdoor athletic facilities—Lamar Hennon Field (baseball), Neely Field (softball), soccer field, lacrosse field, golf complex, tennis courts, and physical fitness trails—the arena and the gym are home to our strong athletic teams which have a consistent tradition of winning in athletic competitions.

LMU has intercollegiate athletic programs in men's and women's basketball, cross country, tennis, lacrosse, soccer, track and field, golf, bowling, and volleyball; women's softball and beach volleyball; and men's baseball.

Other important facilities exist on or near campus. The Cumberland Mountain Research Center was created in 1990 for

the purpose of providing research and training opportunities for LMU students and graduates.

LMU facilities, located in the historic town of Cumberland Gap, includes space for the applied arts and a Convention Center (see [LMU Website](#)).

### **Extended Sites**

To meet the needs of the population of its service area, LMU operates a number of extended sites in communities where clusters of students and potential students have demonstrated need and support. The extended sites are at the following locations:

*LMU's Nursing Program is offered at:*

Knoxville, TN- Blount County Alcoa City Center  
235 East Watt Street Alcoa, TN 37701

Knoxville, TN- Cedar Bluff 421 Park 40 North Blvd  
Knoxville, TN 37923

Knoxville, TN - Physicians Regional Medical Center 900 E.  
Oak Hill Avenue Knoxville, TN 37917

Corbin, KY –Tri-County Shopping Center 14892 N. US Hwy  
25E Second Floor Corbin, KY 40701

Tampa, FL-3102 East 138th Avenue Tampa, FL 33613

*Selected programs or courses are offered at:*

Chattanooga, TN - Chattanooga State Community College  
4501 Amnicola Hwy Chattanooga, TN 37406

Ewing, VA, extension of Harrogate Campus- DeBusk  
Veterinary Teaching Center 203 DeBusk Farm Drive Ewing,  
VA 24248

Kingsport, TN - Center For Higher Education 300 West  
Market St. Kingsport, TN 37660-4222

Knoxville, TN- Cedar Bluff 421 Park 40 North Blvd.  
Knoxville, TN 37923

Knoxville, TN- Duncan School of Law 601 West Summit Hill  
Drive, Knoxville, TN 37920

Knoxville, TN – LMU-DCOM 9737 Cogdill Road, Knoxville,  
TN 37932

**LINCOLN MEMORIAL UNIVERSITY**  
**Undergraduate Academic Calendar 2019-2020**

**Official University Holidays** (Offices closed/no classes):  
**2019:** September 2; November 27 - 29; December 24-31  
**2020:** January 1; April 10; May 25 and July 3.  
**Faculty/Staff Conference Week:** August 12 – 16

**Fall Semester 2019**

Welcome Weekend .....	August 15
Matriculation Ceremony (3 p.m.).....	August 15
Final registration before classes begin .....	August 16
Residence halls open (8a.m.).....	August 17
Classes begin.....	August 19
Last day to complete registration/add classes.....	August 28
Labor Day (no classes, residence halls remain open).....	September 2
<b>Last day to drop course without “WD”</b> .....	September 17
Mid-term .....	October 8 - 12
Homecoming (classes held as scheduled) .....	October 10 - 12
<b>Last day to drop course without “F”</b> .....	October 25
Early registration begins.....	October 28
Thanksgiving holiday (no classes) .....	November 27 - 29
Residence halls open (1 p.m.) .....	December 1
Classes end.....	December 6
Final exams .....	December 9 - 13
Commencement (11 a.m.) .....	December 14
Residence halls close (2 p.m.).....	December 14

**Spring Semester 2020**

Final Registration before classes begin .....	January 3
Residence halls open (8a.m.).....	January 4
Classes begin.....	January 6
Last day to complete registration/add classes.....	January 15
Martin Luther King Day (special activities).....	January 20
<b>Last day to drop course without “WD”</b> .....	February 4
Lincoln Day/Founders Day (special activities) .....	February 12
Mid-term .....	March 2 - 6
<b>Last day to drop course without “F”</b> .....	March 13
Residence halls close (5 p.m.) .....	March 20
Spring break (no classes).....	March 23 – 27
Residence halls open (1 p.m.) .....	March 29
Early registration begins.....	March 30
Good Friday (no classes).....	April 10
Classes end.....	April 24
Final exams .....	April 27 – May 1
Commencement (11 a.m.) .....	May 2
Residence halls close (2 p.m.).....	May 2

**Summer Term 2020 .....** **May 4 – July 31**

Memorial Day (no classes).....	May 25
Independence Day (no classes) .....	July 3

*During the 12-week summer term, classes may meet 3 weeks, 4 weeks, etc., as long as the required number of contact hours is met.*

## Academic Information

Graduate students are expected to make themselves thoroughly familiar with the regulations of the graduate program and the requirements for the degree. Upon regular admission, a faculty advisor or advisory committee is assigned to the student. However, **the ultimate responsibility for meeting deadlines and knowing graduate program requirements rests with the student.**

### Official Academic Records

The Office of the Registrar houses official academic records. The student's permanent academic record may contain the following:

- Name
- Social Security number (partial number since 1980) or numeric identifier
- Chronological summary of LMU coursework and grades
- Transfer credits, special credits (SC), and credits by examination (CE)
- Degree earned
- Date(s) degree requirements completed and degree conferred

Instructors report final grades to the Registrar at the end of the course. Students receive their grades electronically through WebAdvisor. Any student wishing to receive a printed copy of his/her grades must submit a written request to the Office of the Registrar before the week of final exams.

To receive due consideration, any challenge regarding the accuracy of a student's academic record must be submitted in writing by that student to the Registrar within one year of the term in question.

The student may obtain or have forwarded to designated parties copies of his/her academic transcript by submitting a written request to the Office of the Registrar. The cost of each transcript is \$4.00. The student's account with the Finance Office must be paid in full and Perkins student loans must be in a current non-defaulted status prior to the release of any official grades, academic transcripts, or access to WebAdvisor.

### Change of Schedule (Add/Drop)

Occasionally the student may determine after the first or second class meeting that he/she needs or wishes to change his/her schedule by adding (enrolling in) and/or dropping one or more classes. Such changes should not be made, however, without consulting the academic advisor. **In addition, such changes can be made only by using the official Change of Schedule form and fully processing the change through the Office of the Registrar and the Finance Office.**

The student may add courses to her/his schedule through the "last day to complete registration" as announced in the Academic Calendar, and beginning on that date there is a \$15 per course fee for adding or dropping courses. Based on the Academic Calendar

regarding dropped courses, there are important deadlines, which affect the grade or notation that will appear on the student's academic transcript. Note: If the student chooses to drop all courses from a term, please see the Withdrawal Policy. See the Academic Calendar and take special note of the following:

#### Last day to drop without "WD"

If the course is dropped on or before that date, the course will not appear on the transcript; if the course is dropped after that date, the course will appear on the transcript with a notation of WD (for "Withdrawn").

#### Last day to drop without "F"

If the course is dropped after that date, the course will appear on the transcript with the grade F.

### Early Registration and Late Registration

Early registration helps ensure each student a place in classes for the upcoming term, and helps the staff adjust offerings to meet student needs. Students are urged to take advantage of the designated period each term to meet with his/her advisor, plan ahead, and register early. Early registration is confirmed at the ensuing registration period. Early registration refers to pre-registration for classes and registration confirmation by arranging for payment for classes.

### Withdrawal from the University

"Withdrawal from the University" refers to the official process in which the student withdraws from ALL classes, from the residence hall (if applicable), and from any current student relationship with the University. The student initiates this process by obtaining a Withdrawal Form in the Registrar's Office or from the Registrar's home page.

The student must fill out the form and obtain the required signatures: Dean of Community College Partnerships (for international students or a recipient of veteran's benefits), School Dean (for graduate students), Director of Residence Life, Bursar, Executive Director of Student Financial Services, Dean of Students, and the Registrar. The student must also return his/her student identification card, and parking sticker to the Office of Student Services when withdrawing from the University.

Further, any withdrawing student who has received a student loan must have an exit interview with a Financial Aid Counselor.

Courses for which the student is registered will appear on the transcript with a notation of "WD." The official date of WD will appear with courses. The notation of WD does not calculate in the GPA.

Any student who ceases attending classes before the end of the semester or summer term without completing official withdrawal from the University automatically receives the grade "F" for such course(s), so noted on the student's academic transcript. Withdrawal from the University does not affect the cumulative GPA of the student if processed by the close of "last day to drop without 'F,'" as announced in the Academic Calendar.

The financial status of the student is affected by withdrawal from the University in the following ways:

1. Refunds for tuition and fees are credited to the student's account according to the refund schedule.
2. Housing and meal fees are credited to the student's account according to the refund schedule.
3. Financial Aid will be prorated to the student according to the Federal Return of Title IV Funds Policy.  
Withdrawal after the refund period means the student will have used an entire semester's eligibility of aid.
4. The balance of the student's account with the Student Accounts Office will be credited or billed to the student as appropriate.
5. Once the student has completed registration, i.e., turned in the Registration Form to the Student Accounts Office, the student is liable for all registration fees even though classes have not been attended, unless the student completed an official Withdrawal Form.
6. Students who are suspended from LMU or are ineligible to continue in an academic program because of grade deficiencies and who are registered in advance for the subsequent semester, may be required to complete an official Withdrawal Form.

#### **Summer Withdrawals**

The official withdrawal process, as set forth by our Registrar's office, is required for withdrawing from a summer semester. Upon receiving a Withdrawal Form for summer, the Financial Aid Office would use the actual start and end dates of the enrolled classes in the R2T4 calculation. At the end of the summer semester, Financial Aid reviews for Unofficial Withdrawals. The credit and refund schedule is dependent upon the length of the term and the course start date. More information can be found on the LMU website's Registrar page.

#### **Correspondence Study/Prior Learning Credit**

No graduate credit is accepted by LMU for work done by correspondence or through any program awarding credit for prior non-college sponsored learning.

#### **Student Work and Class Attendance**

Students are expected to attend classes regularly and meet all requirements of the course in order to receive a passing grade. All course examinations must be completed. Final examinations are administered the last week of the term. Attendance requirements will be stated in the course syllabi.

### **Academic Integrity**

The integrity of the learning experience is built upon the mutual responsibilities of students and faculty. It is the responsibility of the faculty of LMU to foster complete honesty, fairness and truthfulness in all teaching and learning activities, i.e. "academic integrity." Based on this

shared responsibility and definition, the faculty identify the following as violations of academic integrity and provide typical consequences for these violations while reserving the right to use their own judgment, within the bounds of academic freedom, to determine if academic integrity has been violated and to determine the fair consequences for that violation. Where proctors are assigned and responsible for assessment supervision, they have the same authority and responsibilities of faculty members. Students are expected to complete original work. This standard has been developed with input from the LMU Faculty Senate and the LMU Student Government Association and approved by the LMU Academic Council. Faculty must also design learning activities and assessment environments to minimize opportunities for students to violate academic integrity. If a violation is observed or otherwise detected, faculty may stop the activity for those involved and then review the evidence with their immediate supervisor and/or academic dean. Following this review, the student(s) involved will be notified of the specific violation and consequences. Students cited for violations may follow the appeals process in the academic program. If the appeal is not resolved in the LMU school or college, the Vice President for Academic Affairs will receive and resolve the appeal. Consequences for violating academic integrity by students range from a zero on the assignment to suspension from the University. Repeated violation within a course usually results in immediate failure of that course. Violations in multiple courses, including repeating the same course in another semester, usually results in immediate failure and suspension from the university. Violations of academic integrity will be recorded and archived in the student discipline records by the Associate Dean of Students and in the academic records of the University by the Vice President for Academic Affairs. The student's academic advisor will also be notified of the violation.

**Cheating** - Cheating may be active or passive. Active cheating is when one decides and pursues behavior which is dishonest. Passive cheating is when one decides to do nothing to prevent cheating or fails to notify the academic authority (i.e. the instructor) of cheating. Dishonesty of any kind on academic assignments is cheating. Academic assignments are diverse but usually include: quizzes, exams, problem sets, essays, research papers, analysis papers, book reviews, creative objects, performances, speeches, and presentations. Unauthorized possession of examination questions or answers, the use of unauthorized notes during an examination, obtaining information during an examination from another student, assisting others to cheat (collusion), altering grade records, or illegally entering an office are instances of cheating. These violations may be in person or via technology. Faking an illness in order to take a test at a different time, failure to report others who are violating academic integrity, bullying/intimidating others to prevent reporting of a violation, and falsifying an attendance sheet are also forms of cheating. In addition, forgery, falsification, fabrication,



and misrepresentation are cheating. Copyright infringement is stealing and cheating the creator of recognition or compensation for intellectual property.

**Plagiarism** - Plagiarism is regarded by the faculty and administration as a very serious offense. Plagiarism is to present the work of others as one's own. Failure to give proper acknowledgment/citation to the original author of a statement, or statements, is the most common form of plagiarism. Plagiarism is also to present as new and original work which was completed and submitted previously by the same author(s). Any student who fails to give credit for quotations or essentially identical material taken from books, magazines, encyclopedias, web sources or other reference works, or from the essays, research papers, or other writing of a fellow student has committed plagiarism.

Instructors may prohibit access to and use of electronic devices in a course, especially during quizzes and examinations. Electronic devices include but are not limited to calculators, telephones, smartwatches, computers, and tablets. Where computers are used for testing, the faculty member is expected to design and regulate the environment to minimize opportunities for students to violate academic integrity. This may include using lock-down web browser technology. Additional and more specific guidance, standards, and consequences with respect to academic integrity may be defined in each course syllabus. The syllabus may also state other specific expectations that will be followed in courses to encourage academic integrity. Students are encouraged to clarify with the instructor the exact meaning of academic integrity in each course and learning situation.

Faculty may define more specific standards of academic integrity in each specific course along with consequences, up to failure in the course, and dismissal from the University, for violation of those standards. Many will expect written works to be submitted via TurnItIn or SafeAssign accessed in the course Blackboard site.

### **Certification of Authorship**

All student papers must include the following Certification of Authorship statement:  
I certify that I am the author of this paper titled

\_\_\_\_\_ and that any assistance I received in its preparation is fully acknowledged and disclosed in the paper. I have also cited any sources from which I used data, ideas, or words, either quoted directly or paraphrased. I also certify that this paper was prepared by me specifically for this course. I understand that falsification of information will affect my status as a graduate student.

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

### **Cancellation Notification Due To Weather or Other Emergencies**

LMU offices generally will remain open during periods of inclement weather, even though classes may be

canceled. Faculty and staff members should refer to the "Response to Inclement Weather Policy" in the Employee Handbook for additional information.

The main sources of information regarding cancellation/delay of classes due to weather-related emergencies are the LMU Website, Pathway and the telephone weather information lines provided below. Every effort will be made to have morning or daytime cancellation/delay notices posted by 6 a.m. and notices for evening classes (those beginning at 6 p.m. or later) posted by 4:30 p.m.

NOTE: Off-campus sites utilizing local school facilities are closed when those facilities close due to weather conditions. If the Harrogate campus or an off-campus site is closed, an announcement will be made in the same way, i.e., LMU Website, Pathway and site-specific weather-related information line.

### **Student Accounts and Financial Aid**

LMU recognizes the problem of constantly increasing educational costs and, thus, offers a substantial program of financial aid to help candidates pay for their educational programs. The University makes every effort to ensure that qualified candidates are not denied the opportunity to attend LMU due to their limited financial resources. Each applicant for financial aid must submit a Free Application for Federal Student Aid (FAFSA). After the candidate submits the necessary application forms, the Financial Aid office will determine the candidate's eligibility for financial assistance.

#### **Tuition and Fees**

- A. For current tuition for each program see <https://www.lmunet.edu/admissions/graduate/tuition-and-fees.php>
- B. Tuition may change at any time so please contact the Financial Aid Office if you have questions.

#### **Financial Aid Services**

The University offers a variety of grant, loan, and work programs to candidates. For graduate and professional candidates, education loans are available to candidates through the Federal Direct loan and GRADPLUS loan programs. Information on these programs may be obtained from the Financial Aid Office. In order to determine candidate's eligibility, candidates must complete the FAFSA. Graduate candidates should check with the Financial Aid Office for programs for which they may be eligible.

The candidate is responsible for maintaining his/her correct address with the Financial Aid Office. Information on Financial Aid programs is also located online in the current LMU Student Handbook. The following information reflects information in this Handbook.

#### **Financial Aid Awards**

A candidate's eligibility for financial aid is determined from the information provided on the FAFSA. It is the candidate's responsibility to complete and submit all necessary application materials by the priority deadline of March 1. Candidates are required to reapply for financial

aid each academic year. Renewal of financial aid awards is based on the individual candidate's demonstrated financial need, availability of funds, and maintenance of SAP.

### **Financial Aid**

Financial Aid in the form of loan support is available to graduate students. The LMU Financial Aid website is <https://www.lmunet.edu/admissions/financial-aid/> or the office may be reached directly at 423.869.6336. The Financial Aid Office is located in the DAR building on main LMU campus.

Unless otherwise noted in the policies for certain programs, federal financial aid is available to graduate students who enroll in at least 6 credit hours each semester, which is considered to be half-time. Any student with less than 6 hours is considered less than half-time and is not eligible for loan support (some nursing programs may be different). Graduate students enrolled in at least 9 credits per semester are considered full-time. NOTE: Some LMU graduate programs have different requirements for full- and half-time status. Please review the policy section for your program in this catalog or the relevant program handbook for additional information.

Federal financial aid is available for graduate students and consists of A Federal Direct Student Loan and Federal Direct Grad Plus loan. Eligibility for loan amounts will be determined by the student's Free Application for Federal Student Aid (FAFSA) and the program's cost of attendance.

### **Arts, Humanities, and Social Sciences**

Students in the MPA or MSCJ program can be either full- or part-time. A student is considered full-time when he or she has enrolled in at least 9 credit hours of graduate coursework per semester.

### **Business**

School of Business graduate students enrolled in at least 9 graduate credits per semester are considered full-time.

### **Caylor School of Nursing**

Caylor School of Nursing graduate students enrolled in at least 9 graduate credits per semester are considered full-time. Those enrolled in 5 graduate credits per semester are considered half-time.

### **College of Veterinary Medicine**

Full-time CVM students must be enrolled in all core courses in a given semester as outlined by the Curriculum Digest. Credits per semester range from 17-20.5 in semesters 1-6, then 1 credit per week during clinical year totaling up to 48.5 credits per year.

### **DeBusk College of Osteopathic Medicine**

DCOM students enrolled in at least 9 credit hours per semester are considered full-time. Those enrolled in 6 credit hours per semester are considered part-time.

### **Doctor of Medical Sciences**

Nine (9) credit hours per semester is considered a full-time course load.

### **Duncan School of Law**

Twelve (12) or more credit hours per semester is considered a full-time course load.

### **Carter and Moyers School of Education**

For financial aid purposes, the federal government considers nine (9) semester hours as a full-time course load for graduate candidates.

### **Master of Science**

Nine (9) or more credits per semester is considered a full-time course load.

### **Payment Plans**

Interest-Free monthly payment plans are available. A \$45 enrollment fee is required. Payment plans are available for the fall and spring semesters only. There are NO payment plans available for the summer semester. These payment plans have no interest and all payments are due the 1<sup>st</sup> of each month. A late fee of \$20 is applied to the account if a payment is received late. Life insurance covering the Interest-Free Monthly Payment Plan is included, at no additional cost. Payment is due before the 1<sup>st</sup> day of classes.

### **Additional Fees:**

Drop/Add Fee (per class).....	\$15
Directed/Independent Study Fee (plus tuition for each course).....	\$25
Late Registration Fee.....	\$100
Comprehensive Fee (spring and fall semester) .....	\$15
Graduation Fee.....	\$100
Draft Reject Fee or NSF fee.....	\$30
Vehicle Registration Fee- Vehicle fee is included in the comprehensive fee (above).	

### **General Information**

1. Correspondence address:
2. **INCLUDE YOUR STUDENT ID NUMBER WITH YOUR INQUIRY ATTN:**  
LMU, Finance Office  
6965 Cumberland Gap Pkwy., Box 2003  
Harrogate, TN 37752-2003  
(423)869-6282, 1-800-325-0900, ext. 6282
3. Statements for students on the payment plan are provided for verification of payment and historical purposes only. The account balance will not reflect your total balance since tuition is charged only as you register for classes.
4. Students must be current with all payments to receive grades or be eligible for registration. A student must have a zero balance to receive a transcript or be eligible for commencement.
5. Current credit/refund schedules apply to any student withdrawing from the University or ceasing to attend classes. You may lose a portion or all of your tuition payment if dropping a class or withdrawing. If you choose to withdraw please submit a Withdrawal Form to the Registrar's



- Office as soon as possible, complete the withdrawal process and meet the deadlines.
6. Students accepting a Federal Direct Loan or Grad Plus Loan should contact the Financial Aid Office for additional information. Remember, your program **MAY REQUIRE YOU TO APPLY SEPARATELY** for the summer term. Please look at MyLMU to see if summer aid has been awarded. Please be sure to complete all necessary steps for your loans including completing Federal Entrance Counseling, and signing a Master Promissory Note at [www.studentloans.gov](http://www.studentloans.gov). Your loan funds will not disburse until all steps are complete.
  7. A 1098-T tax form will be issued with tuition costs for the terms attended during the calendar year. Contact your tax advisor regarding tax deductions.

## **Refund Policies**

### **Refund of Institutional Tuition, Room and Board Charges**

In the event a student drops one or more classes, withdraws, or is administratively dismissed from the University for disciplinary or for financial reasons after registration is completed and prior to the end of a semester of enrollment, the student's eligibility for a refund of appropriate institutional tuition, room and board charges will be prorated as indicated.

A student must complete a Change of Schedule form (obtained from the Office of the Registrar) for dropping one or more classes.

Any situation in which all classes are dropped is considered to be a withdrawal from the University. The student initiates this process by completing a Withdrawal Form (can be found online) and submitting this to the Registrar's Office. Should the student fail to complete this process, all semester charges will become immediately due and payable (refer to "Withdrawal from the University")

The University's official date of withdrawal used to compute the refund is based on the date the withdrawal form is recorded by the Registrar. Applicable institutional charges for fall and spring semesters will be refunded according to the following schedule:

Through the first week of classes	100%
During the second week of the semester	75%
During the third week of the semester	50%
During the fourth week of the semester	25%
After the fourth week of the semester	0%

### **No refund of institutional charges will be made after the fourth week of the semester.**

Specific dates affecting the schedule of refunds appear on the Information and Policies Page, available on the LMU web site by selecting Academics/Registrar. Summer refund schedules are adjusted according to the varying lengths of the terms. These are also available on the LMU web site by selecting Academics/Registrar.

### **Refund of Credit Balance**

In the event a combination of grants, scholarships, and/or payments results in a credit balance on the student's account, the Student Accounts Office will refund the credit balance to the student.

All institutional aid must be applied toward tuition, fees, and on-campus room and board expenses. All federal, state and institutional grants are credited to the student's account first, and any institutional grants or scholarships are applied to the balance of the student's aid eligibility for the semester. No cash refunds are made from institutional funds.

### **Change of Name or Address**

A student who changes his/her name, residence, or mailing address is expected to immediately notify the Office of the Registrar. Name changes must be submitted as a signed request. Documentation must accompany a name change: marriage certificate, divorce decree, or court order. Current students can change their address online through their WebAdvisor account. Former students must submit a signed request for an address change. Any communication from the University which is mailed to the name and address on record is considered to have been properly delivered. The student's LMU email address will be used for all electronic mail.

### **Satisfactory Academic Progress (SAP) LMU General SAP Policy**

Satisfactory Academic Progress relating to Financial Aid federal regulations require that all students who receive federal financial aid make progress toward a degree. All colleges must have policies that ensure students are making this progress both qualitatively and quantitatively.

#### **Qualitative**

Students who fail to maintain satisfactory progress may not receive the following types of financial aid: Federal Direct Loans, Federal PLUS Loans, other aid involving Title IV funds, or any other aid for which satisfactory progress is a requirement. These policies apply only to eligibility to receive financial aid. A student is considered to have made satisfactory academic progress provided he/she passes at least 67% of the cumulative credit hours attempted and has not reached 150% of time enrolled in an academic program (see Maximum Time Frame section).

Students must also earn a certain cumulative Grade Point Average (GPA) determined by their Academic program to maintain financial aid SAP. A student whose academic performance drops below the minimum standards will be placed on financial aid warning. A student can retain financial aid while on warning for one semester but must meet Satisfactory Academic Progress by the end of that semester or be placed on Financial Aid Suspension.

#### **Quantitative- Hours Attempted vs Hours Earned**

A student is considered to have made satisfactory academic progress provided he/she passes at least 67% of the cumulative credit hours attempted. For instance, a student who attempts 18 credit hours must complete at least

12 of those credit hours to make satisfactory academic progress. A student whose academic performance drops below the minimum standards will be placed on financial aid warning. A student can retain financial aid while on warning for one semester but must meet Satisfactory Academic Progress by the end of that semester or be placed on Financial Aid Suspension.

#### **Quantitative –Maximum Time Frame**

No student will be eligible to receive financial aid for more than 150% of the published length of the program. This time is measured by credit hours attempted. For example, a student seeking a MBA degree totaling 36 credit hours cannot receive aid for more than 54 attempted hours (36 x 150% = 54). Please refer to specific graduate catalogs to see the published length of the program. Transfer credits will be evaluated and those credits that count toward the student's current academic program will count as both attempted and completed hours. Failing a class or withdrawing from a class, whether passing or failing, can affect SAP. Incomplete grades will not count against attempted hours until a grade is recorded or the candidate is withdrawn from the class or classes. Satisfactory academic progress will be reviewed at the end of each semester.

### **University Services and Resources**

#### **The Abraham Lincoln Museum**

Located at the front of campus, The Abraham Lincoln Museum contains one of the largest Civil War and Lincoln collections in the world. Hours are 9 a.m. to 4 p.m. Monday - Friday, 11 a.m. to 4 p.m. on Saturday, and 1 p.m. to 4 p.m. on Sunday. LMU students are admitted free with ID card. Guest passes are available for family members of current LMU students.

Groups are welcome and are asked to notify the museum in advance of their visit. Group rates are available with advance reservations. A gift shop, containing items of interest to students and visitors, is also housed within the museum. Visit the Museum website for upcoming events and additional information.

#### **Tagge Center for Academic Excellence**

The Tagge Center for Academic Excellence is a service of LMU providing a variety of free assistance to meet student and faculty needs. These services include peer tutoring; lecture note-taking assistance; computer and printer availability; writing assistance; vocabulary development; and training in test preparation and test-taking. To receive assistance or to schedule an appointment, the student should phone campus extension 6310 or visit the Tagge Center for Academic Excellence. A staff member or peer tutor will work to meet the student's individual needs. The Tagge Center for Academic Excellence is located on the second floor of the Student Center.

#### **Student Support Services Program**

The Student Support Services program is a federally funded program to assist the student seeking academic help

due to weak educational background or current academic difficulty. The program offers services in the areas of academic and financial advisement, career planning, personal growth, tutoring and mentoring.

Following feral guidelines, students interested in participating in the Student Support Services Program must apply for acceptance; the accepted student may utilize all services free of charge. Applications are available in the student Support Services office, located on the second floor of the Student Center.

#### **Student Health Insurance**

Students must have health insurance upon entering Graduate program. Students must submit adequate documentation demonstrating coverage of health insurance. Students are required to notify their advisor immediately of any change in health insurance provider or coverage.

#### **Housing / Residential Life**

Your application for campus housing is included with your acceptance packet materials. You will be given the option of living in an apartment style dorm on campus or in University Inn, which is approximately two miles from campus. Travis Smith is the Director of Residence Life and may be reached at 423.869.7088 or via email at [travis.smith02@lmunet.edu](mailto:travis.smith02@lmunet.edu). More information is also available online at <https://www.lmunet.edu/student-life/housing-and-residence-life/>. The Residential Life office is located on the first floor of Dishner Hall.

#### **Dining Options**

The campus cafeteria is located on the 1st floor of the Student Center. Meal plans are available for all students. Additional information regarding various meal plans and their costs can be found at <https://www.dineoncampus.com/lmu/meal-plan-purchase>. Campus is also home to Chick-fil-a and Starbucks. Both are located on the main floor of the Student Center.

#### **Organizations**

LMU encourages participation in campus organizations. For information concerning membership or meeting times of the many LMU organizations, contact the Office of Student Services. If your needs are not met by the existing organizations you may form your own organization under guidelines provided by the Office of Student Services.

Computer Services/Resources (See the current LMU Student Handbook On-Line for additional information)

#### **Student Computer Accounts –Email/University Computers/WedAdvisor**

Students will have at least two user accounts that they are responsible for during his/her tenure at LMU (LMU): email and WebAdvisor. Both accounts use the syntax first name, last name (e.g. Susan Jones) and start out with the password as your 6 digit birthday (MMDDYY). These are separate accounts and changing the password on one account does not automatically change the password on the other.

It is student's responsibility to ensure that individual LMU passwords remain confidential. LMU does not accept

responsibility for any password related breach of security. The student has the option to decline the assignment of a user name and password to access any accounts at LMU and may do so by contacting Information Services.

#### **Email**

This account is used to login to the computers attached to the LMU network infrastructure (including computers that are located at extended campuses). This user account is also used to check email using LMU's web based email. This is the student's University Email account.

#### **WebAdvisor**

WebAdvisor is a web-based information management tool that allows students to search for classes, and access their Student Profile, Class Schedule, Grades, Student Account, and Financial Aid information.

The student's account with the Finance Office must be paid in full and Perkins student loans must be in a current non- defaulted status in order for the student to gain access to WebAdvisor. To access WebAdvisor on the Internet from LMU's web site go to <https://webadvisor.lmunet.edu>.

Each student is assigned a unique username and temporary password (which must be changed upon first log-in to WebAdvisor). It is the responsibility of each student to ensure that his/her password remains confidential. LMU does not accept responsibility for any password-related breach of security. The student has the option to decline the assignment of a username and password to access WebAdvisor.

#### **Counseling**

LMU counselors are available to help current students with personal, career and academic concerns that affect academic success and quality of life. The Director of Counseling, Jason Kishpaugh, can be contacted at [jason.kishpaugh@lmunet.edu](mailto:jason.kishpaugh@lmunet.edu) and/or 423.869.6401 (800-325-0900 ext. 6401)

#### **Library Services**

Library services are provided for all graduate students through the campus library, through the library terminals located at off-campus sites, and/or through Internet access to the main campus databases. Students are given access codes and procedures by library personnel and instructors at the beginning of each semester. All students have access to a wealth of information through the Carnegie-Vincent Library and Reed Health Sciences Library. With print and electronic collections totaling more than 400,000 titles, the Libraries offer a multitude of resources to students and faculty. Included within the 400,000 titles are over 258,000 e-books, 84,000 print books, and 36,000 journals. Resources are accessible to students and faculty in the libraries and remotely through either electronic access or document delivery. Computers are available to students at Harrogate, Cedar Bluff, and Tampa for online research.

## **Policy Notification**

### **Conduct Policy**

Graduate students are expected to conduct themselves at a standard of professionalism that is significantly higher than the minimum standards of behavior set forth in the LMU Student Handbook. The standards of conduct set forth in the LMU Student Handbook are the minimum for graduate and professional students and failure to comply will result in the stated consequences.

### **Professionalism**

Professionalism in behavior and attitude is expected of all students and faculty. If the student has questions or concerns about specific expectations and/or behaviors, these may be addressed to respected student leaders, faculty members, program directors, department chairs, or deans.

### **Harassment, Discrimination, and Sexual Misconduct**

LMU prohibits discrimination on the basis of race, color, ethnicity, religion, sex, national origin, age, ancestry, disability, veteran status, sexual orientation, marital status, parental status, gender, gender identity, gender expression, and genetic information in all University programs and activities. LMU prohibits retaliation against any individual for 1) filing, or encouraging someone to file, a complaint of discrimination; 2) participating in an investigation of discrimination; or 3) opposing discrimination.

"Retaliation" includes any adverse action or act of revenge against an individual for filing or encouraging someone to file a complaint of discrimination, participating in an investigation of discrimination, or opposing discrimination.

LMU is committed to providing an environment free of all forms of discrimination, including gender or sex based discrimination. All LMU employees are Mandatory Reporters; this means that if you inform any LMU employee of a situation that may involve sexual misconduct, including sexual harassment, sexual assault, stalking, domestic violence, dating violence, or any other form of prohibited gender or sex based discrimination, the employee is required to report the information to the Title IX Coordinator. If you would like to speak with an individual who does not have this obligation, confidential counseling is available to students free of charge through the LMU Office of Mental Health Counseling, Duke Hall 202. For more information, call (423) 869-6277, or schedule an appointment online at

<https://www.lmunet.edu/student-life/counseling/schedule-an-appointment>.

If you have experienced discrimination and would like to make a report to the University, contact Jeana Horton, Title IX Coordinator/Institutional Compliance Officer, by email at [titleix@lmunet.edu](mailto:titleix@lmunet.edu), or by phone at (423) 869-6618. The Title IX Coordinator/ Institutional Compliance Officer's office is located at D.A.R.-Whitford Hall, Room 210, and the Duncan School of Law, Room 249. The Harassment, Discrimination, and Sexual Misconduct Policies are located in the Student Handbook.

### **Hazing**

Hazing is any reckless or intentional act, occurring on or off campus that produces mental, emotional, or physical pain, discomfort, embarrassment, humiliation, or ridicule directed toward other students or groups (regardless of their willingness to participate), that is required or expected for affiliation or initiation. This includes any activity, whether it is presented as optional or required, that places individuals in a position of servitude as a condition of affiliation or initiation.

Hazing is strictly prohibited by the University and the State of Tennessee. Any individual or organization found in violation of this policy is subject to disciplinary action and/or criminal prosecution. Retaliation against any person who is involved or cooperates with an investigation of hazing is strictly prohibited. If you are aware of an incident of Hazing, you must report such incident to the Dean of Students.

### **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older or a student of any age who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day LMU receives a request for access.
2. The right to request the amendment of the student's education records which the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
3. The right to provide written consent before LMU discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by LMU to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

For more information on FERPA see [the University Registrar's website](#).

### **Public Notice Designating Directory Information**

LMU designates the following information contained in students' education records as "directory information." Directory information may be disclosed by the university without the student's prior consent pursuant to the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). However, the university is not required to disclose directory information and, therefore, carefully evaluates requests for information. At LMU, directory information includes the student's name, address,

telephone number, email address, date and place of birth, photographs, major and minor field(s) of study, dates of attendance, class (freshman, sophomore, etc.), enrollment status (undergraduate or graduate; full or part-time), participation in officially recognized activities or sports, height and weight of student-athletes, degrees, honors (including Dean's List) and awards received, and the most recent educational agency or institution attended.

Currently enrolled students may withhold disclosure of directory information under FERPA. To withhold disclosure, students must submit a Request to Restrict Release of Directory Information to the Registrar. Former students may not submit a request to restrict disclosure of directory information on their education records, but they may request removal of a previous request for nondisclosure.

For more information regarding the University's FERPA policy, please contact the Registrar.

### **ADA Statement**

As a rule, all students must read and comply with standards of the LMU Student Handbook and LMU catalog. Any candidate seeking assistance in accordance with the Americans Disabilities Act (1990 as amended) should contact his/her instructor and the LMU ADA Coordinator, Dr. Dan Graves, with regard to required documentation and in order to make appropriate arrangements. Contact information: [dan.graves@LMU.net](mailto:dan.graves@LMU.net) and/or 423-869-6267 (800-325-0900, ext. 6267). The office is located in Duke Hall, room 202, on the main campus in Harrogate.

### **Student Leave of Absence Protocol**

1. Only students who are in good academic standing may apply for a leave of absence. All students seeking a leave of absence are strongly encouraged to speak with their academic advisor prior to requesting a leave of absence.
2. Students requesting a leave of absence must submit the LMU Application for Leave of Absence form to the appropriate administrators. The Vice President of Academic Affairs (VPAA) is the approving administrator for Undergraduate and Graduate students. Students in the LUM-DCOM, LMU-DSOL and LMU-CVM will be helped by the VP-Dean of their respective LMU college as explained in the student handbook and/or catalog for those professional programs.
3. Applications for a leave of absence will be reviewed on a case-by-case basis and may be granted for illness (personal or familial), military service, or maternity leave. Students who are not passing their current in-progress coursework will not be granted a leave of absence. In order to ensure student success, a student having a medical issue early in the semester should talk to their advisor or Dean about taking a leave as soon as possible. LMU will do everything they can to work with the student to ensure that the medical issue does not impact the student's academic record. Students must understand that once they take an exam or submit an assignment the grade cannot be

altered retroactively because of the medical issue. If a leave is granted it will have no bearing on coursework that has been completed.

4. Supporting documentation from a physician must be provided with an application for leave based upon illness or maternity. Supporting documentation from the military must be provided with an application for leave based upon military service.
5. A leave of absence may be granted for a maximum period of 180 consecutive days (including summers). Undergraduate students who are granted a leave of absence may not enroll in academic courses at another institution during the leave period. In granting a leave, the approving administrator will determine the appropriate period and may impose other appropriate conditions and limitations which will be outlined in the Notice of Approval. The official date of the Leave of Absence will be the date of receipt of the student's Application for Leave of Absence form.
6. This Policy is not intended to directly govern the effects that a leave of absence might have on a leave-taking student's eligibility for any form of student financial aid, whether or not administered by the University. An applicant for leave who anticipates seeking or receiving any form of financial aid must meet with Financial Aid for advising on the effect a leave will have on the applicant's financial aid eligibility.
7. A student who seeks to return from a leave of absence must notify the approving administrator in writing at least one month prior to the start of the semester in which the student seeks to return. A student seeking to return from a leave of absence based upon illness or maternity must have a licensed physician certify in writing that the student is released to return to school. Any student who fails to comply with the conditions and limitations described in the Notice of Approval will become ineligible to register for subsequent semesters and will be required to apply for readmission to the University.

#### **LMU Student Email Policy**

Electronic mail (email), like postal mail, is an official mechanism for administrators, faculty, staff and students to communicate with each other. The University expects that email communications will be received and read in a timely manner. Students are expected to check email on a frequent and regular basis in order to stay current with University related communications, recognizing that certain communications may be time-critical. If a student receives an official e-mail from a University faculty member, administrator, or staff member and does not read that e-mail any subsequent repercussions cannot be excused by "unread e-mail messages."

Inappropriate emails, some examples of which are described below, are prohibited. Anyone receiving such an email should immediately contact the University Helpdesk.

Material that is fraudulent, harassing, profane, obscene, intimidating, defamatory, or otherwise unlawful or inappropriate may not be sent by email or other form of electronic communications. If a student engages in this type of behavior it will be considered a violation of the policy and will result in disciplinary action. Examples of inappropriate uses of e-mail are as follows:

- Sending bulk e-mails which do not relate to University Business or Student activities. Bulk e-mails which mention names and individuals in a derogatory manner are unprofessional and could be considered slanderous.
- The creation and exchange of messages which are harassing, obscene or threatening.
- The unauthorized exchange of proprietary information or any other privileged, confidential sensitive information.
- The creation and exchange of information in violation of any laws, including copyright laws, or University policies.
- The knowing transmission of a message containing a computer virus.
- The misrepresentation of the identity of the sender of an e-mail.
- The use or attempt to use the accounts of others without their permission.

Every student is issued an email account. Some faculty members require submission of homework assignments via email. Students may choose to access their email on the University computer systems, from their resident hall rooms on their personal computers or from home on their personal computers. LMU supports a web based email client that can be accessed from any computer that has access to the Internet. The syntax for LMU student email addresses is `firstname.lastname@lmunet.edu`.

In the event two students have the same first and last name, a sequential number is added to the end of the last name, (ex. `randall.johnson1@lmunet.edu`). Students can access the web based client from LMU's website under the section Current Students & Faculty or using <http://www.lmunet.edu/exchange>. We encourage our students to use their LMU email accounts for all communication during their tenure at LMU. All LMU incoming and outgoing email is scanned for viruses. The computers (both desktops and laptops) located in the Library are dedicated for student use, to complete homework assignments and check their email. Additional computer workstations are available in smaller computer labs in the Student Center, Avery Hall, the new Business Education Building, and Farr Hall on the Harrogate Campus. University owned computer labs are also available for students who take classes at any of our extended campus sites in Corbin, Kentucky, Knoxville and Maryville, Tennessee.

### **Acceptance of Facsimile and Scanned Signatures**

In furtherance of the principles underlying online programs of study, University and student agree that all documents to be signed in connection with the program of study may be delivered by facsimile transmission or by scanned image (e.g. .pdf or .tiff file extension name) as an attachment to electronic mail (email) sent from the student's university electronic mail account. Any signed document delivered via facsimile or scanned image shall be treated in all respects as having the same legal effect as an original signed document.

### **Smoke-Free Campus Policy**

Effective August 1, 2015, LMU is a Tobacco-Free Campus, with smoking and all other tobacco usage prohibited. This policy applies to all University buildings/grounds (including residence halls), including parking lots and cars parked on LMU properties; LMU-affiliated off-campus locations and clinics; and any buildings owned, leased or rented by LMU in all other areas. This policy applies to all faculty, staff, students, contractors, and visitors of LMU and is in effect 24 hours a day, year-round. Students must follow the smoking policies of the agencies at where practice placement are secured.

### **Alcohol and Drug Policy**

In compliance with Section 1213 of the Higher Education Act of 1965, as added by Section 22 of the Drug Free Schools and Communities Amendments of 1989 (Public Law 101-226), LMU offers a drug prevention program through the Office of Counseling and Lifestyle Management within the Office of Student Services. The program emphasizes the University's policy on illicit drugs and alcohol, legal and University sanctions for illicit use, and a description of health risks associated with the use of illicit drugs and alcohol, counseling and treatment available to the campus community. For additional information refer to current LMU Student Handbook On-line. LMU policy further addresses rules of conduct, disciplinary action, educational programming, and counseling, treatment, and rehabilitation.

### **Criminal Background Check Policy**

If a student is assigned for clinical experiences/practicum at a clinical affiliate, other affiliate agency, organization, or school requiring a criminal background check, the student will be required to provide the requested information. Students are allowed in the facility at the discretion of the clinical affiliates, other affiliate agency, organization, or school. If the agency denies the student's acceptance into the facility, the student will not be able to complete the clinical/practicum/field experience and will be withdrawn from the program.

In certain situations, investigative background reports are ongoing and may be conducted at any time. Access to the program may be denied at any time by the agency or LMU.

### **LMU Student Complaint Process**

LMU provides a number of avenues through which students can address issues of concern such as complaints

and grievances. Students should express their concerns as quickly as possible through the appropriate channels. Student requiring assistance with these processes should contact the Dean of Students or Associate Dean of Students in the Office of Student Services. Depending upon a situation, students can address their complaints through the following resources:

- Grades (Student Handbook, Graduate Programs Catalog)
- Academic Issues (Graduate Programs Catalog)
- Academic Appeals (Graduate Programs Catalog)
- Other Academic Matters (Graduate Programs Catalog)
- Non-Academic Appeals (Student Handbook)
- Financial Aid (Student Handbook; Graduate Programs Catalog)
- Sexual Harassment / Sexual Assault / Dating or Relationship Violence (Student Handbook)
- Discriminatory Conduct (Student Handbook)
- Student Code of Conduct (Student Handbook)
- Traffic Appeals (Student Handbook)
- Student Rights (Student Handbook)
- Athletics / NCAA Compliance (Athletic Handbook)
- Title IX (Athletic Handbook and Graduate Programs Catalog)
- ADA/504(Student Handbook)
- General Student Grievances (Student Handbook)

- All complaints should be routed through the appropriate complaint/appeals process as outlined above.
- Depending on the nature of complaint, the matter should be brought to the attention of the office directly responsible for that area of the College or University via email with the word complaint noted in the subject line.
- For concerns that are not resolved through the informal complaint process, the student is encouraged to file a formal complaint with the Institutional Compliance Officer using the Formal Student Complaint Form. Complaints and appeals should be well-documented.
- Students are encouraged to move through the appropriate campus supervisory structure and exhaust all campus complaint procedures prior to appealing to any off-campus authority.

### **Off Campus Authorities**

#### **All Locations**

- Complaints relating to quality of education or accreditation requirements shall be referred to the Southern Association of Colleges and Secondary Schools Commission on Colleges (SACSCOC), (<http://www.sacscoc.org/pdf/081705/complaintpolicy.pdf>);

#### **Tennessee Locations**

- Complaints related to the application of state laws or rules related to approval to operate or licensure of a particular professional program within a postsecondary institution shall be



referred to the appropriate State Board (i.e., State Boards of Health, State Board of Education, and so on) within the Tennessee State Government and shall be reviewed and handled by that licensing board (<http://www.tn.gov>, and then search for the appropriate division);

- Complaints related to state consumer protection laws (e.g., laws related to fraud or false advertising) shall be referred to the Tennessee Division of Consumer Affairs and shall be reviewed and handled by that Unit (<http://www.tn.gov/consumer/>).

#### Corbin, Kentucky Location

- Complaints related to the application of state laws or rules related to approval to operate or licensure of a particular professional program within a postsecondary institution shall be referred to the appropriate State Board (i.e., State Boards of Health, State Board of Education, and so on) within the commonwealth of Kentucky and shall be reviewed and handled by that licensing board (<http://www.ky.gov>, and then search for the appropriate division);
- Complaints related to state consumer protection laws (e.g., laws related to fraud or false advertising) shall be referred to the Kentucky Office of the Attorney General and shall be reviewed and handled by that Office (<http://ag.ky.gov>).

#### Ewing, Virginia Location

- Complaints regarding institutions of higher education should be directed to:  
State Council of Higher Education for Virginia (SCHEV)  
Private and Out-of-State Postsecondary Education (POPE)  
101 N. 14th Street, Ninth Floor  
James Monroe Building  
Richmond, VA 23219  
<http://www.ag.virginia.gov/consumercomplaintform/consumerComplaintForm.aspx>

#### Tampa, Florida Location

- Complaints related to the application of state laws or rules related to approval to operate or licensure of a particular professional program within a postsecondary institution shall be referred to the appropriate State Board (i.e., State Boards of
- Health, State Board of Education, and so on) within the
- Florida State Government and shall be reviewed and handled by that licensing board (<http://floridasnursing.gov/licensing/>, and then search for the appropriate division);
- For students attending programs in Florida, complaints related to state consumer protection laws (e.g., laws related to fraud or false advertising) shall be referred to the Florida Office of the Attorney General and

shall be reviewed and handled by that Unit (<http://myfloridalegal.com/consumer>).

## **Policy for Administration of Graduate Assistantships**

Programs of graduate study are designed to transform the individual from student to knowledgeable practitioner or professional scholar. When a graduate assistantship is well conceived and executed, it serves as an ideal instrument to facilitate the desired transformation. The primary goal of an assistantship is to facilitate progress toward the graduate degree.

The graduate assistant is expected to perform well academically to retain the assistantship. He/she is to be counseled and evaluated regularly by appropriate faculty to develop professional skills. The graduate assistant is expected to meet the obligations of the assignment and work a specified number of hours (departments using graduate assistantships are responsible for establishing the job description for each assistantship). He/she is to work under the supervision of experienced faculty/staff and to receive necessary in-service training for the assignment. The graduate assistant receives financial support for graduate study by contributing to the mission of the University. The totality of responsibility may be greater than that required of other students, but the opportunities for professional development also are greater for the graduate assistant.

### **Definition**

An assistantship is a financial award, in the form of tuition assistance, to a graduate student for part-time work in a program of the University while pursuing a degree. Graduate assistants are appointed to perform various types of duties. Most commonly, the duties relate to supervisory or administrative functions of the university. Refer to the IRS website for the most updated information on the tax implications of graduate assistantships.

### **Qualification of Graduate Assistants**

Graduate assistants must be currently enrolled in a graduate program with all requirements completed for admission to degree candidacy.

### **Application Process**

Graduate students wishing to apply for assistantship are to apply online through the LMU website.

### **Work Assignments and Related Factors**

Work assignments for each assistantship should be as specific as possible and should be developed to reflect both the needs of the department and each graduate assistant's obligation to make satisfactory progress in his/her program. Therefore, to the extent possible the department using the graduate assistant should describe the assignment to reflect the time requirements to be spent performing the tasks of the assignment appropriately. In situations where the work assignment cannot be specifically described or must be changed from the initial assignments, the graduate assistant

should clearly be informed before agreeing to, or continuing the assignment.

### **Required Application Dates**

All graduate assistant application materials and required admission materials must be submitted within the following dates:

Full year	July 15
Spring	November 15
Summer	April 15

Any exceptions to the stated application dates must have the approval of the Dean.

### **Transfer Credits from Other Institutions**

LMU will evaluate, for potential transfer, credit awarded by other institutions accredited by associations (regional or national) recognized by the Council of Higher Education Accreditation and/or the U.S. Department of Education. LMU must evaluate all potential transfer credit and determine if such credit is equivalent in terms of academic level, content, quality, comparability of student learning outcomes, and degree program relevance to coursework offered through the University's curriculum.

Students who wish to use coursework completed outside the United States must submit their transcripts for evaluation to one of the following four approved services:

World Education Services  
P. O. Box 745  
Old Chelsea Station  
New York, NY 10113-0745  
212.966.6311  
[www.wes.org](http://www.wes.org)

Educational Credential Evaluators, Inc.  
PO Box 514070  
Milwaukee, WI 53203-3470  
[www.ece.org](http://www.ece.org)

International Education  
Evaluations, Inc. (IEE)  
7900 Matthews-Mint Hill Rd, Suite 300  
Charlotte, NC 28227  
704-772-0109  
[www.iee123.com](http://www.iee123.com)

Josef Silny & Associates  
7101 SW 102 Avenue  
Miami, FL 33173  
305-273-1616  
[www.jsilny.com](http://www.jsilny.com)

A course-by-course evaluation is required and all coursework must be designated as undergraduate, graduate or professional. LMU will only honor evaluations from one of the above services. The evaluation must be included with the application packet.

In all cases, student learning outcomes for course credit accepted in transfer for fulfillment of degree requirements (general education or major program) must be determined by evaluation to be equivalent to those of courses offered by LMU.

The University maintains direct transfer and articulation agreements with a number of two-year institutions. Other policies governing transfer credit include:

1. Developmental or remedial courses are recorded but do not apply to the degree.
2. All other equated courses or approved elective credit courses and grades are recorded and calculated in attempted hours, hours earned and cumulative academic GPA.
3. Transfer courses with the grade of "D" cannot be used to complete a major course requirement. If the course is required for the major it must be repeated.
4. Transfer courses with the grade of "D" cannot be used to satisfy a General Education Core requirement. If the course is part of an earned Associate of Arts or Associate of Science from a Tennessee or Kentucky community college and awarded after January 1, 2010, the course will not have to be repeated. In all other cases the course must be repeated.
5. Transfer students who have earned an Associate of Arts (AA) degree or an Associate of Science (AS) degree awarded after January 1, 2010, in a university parallel program (typically consisting of 41-48 semester credit hours of general education coursework in the liberal arts disciplines) from a Tennessee, Kentucky, or Virginia community college shall be deemed to have met LMU's General Education Core, except for the mission specific courses LNCN 100 and LNCN 300. Students who have earned an AA or AS degree from an approved institution in Florida following the State of Florida general education requirements shall be deemed to have met LMU's BSN General Education Core, except for the mission specific courses LNCN 100 and LNCN 300. The student may be required to complete additional general education coursework in order to meet the University's expected learning outcomes, core licensure or certification requirements in professional programs.
6. Transfer students must meet all degree or program requirements for graduation as outlined in this catalog.
7. Technical or non-university parallel courses are considered for transfer credit on a course by course basis.



### **Approval to Apply for Coursework at another Institution**

Currently enrolled LMU students applying to take coursework at another institution must meet the following conditions before LMU will accept transfer credit.

1. Current students must gain approval before taking courses at other institutions (form available in the Registrar's Office or on the Registrar's web page).
2. No approval shall be granted for coursework at another institution if the equivalent course is available in the current semester and no scheduling conflict exists.
3. No approval shall be granted for coursework at another institution if the student does not have an overall "C" average at the University.
4. No approval shall be granted for coursework at another institution if the student is in his/her final 32 hours (baccalaureate) or 16 hours (associate) of LMU credits without prior approval from the Vice President for Academic Affairs.

### **Distance Education and Online Coursework**

LMU will offer selected online courses. Online courses scheduled with University faculty may be offered concurrently with traditional classroom courses. Students should carefully consider their ability and fit for online course learning. Students should also confirm that they have access to the required level of network speed and reliability to support successful interactions in an online course. The LMU Center for Teaching and Learning Excellence (CTLE) and the Information Services Division are available to support students in online learning.

### **Special Credit (SC) and Credit by Examination (CE)**

In approved cases, LMU may award special credit (SC). There is a fee of \$50 per credit hour recorded for Special Credit.

Special credit is defined as post-high school, pre-college learning resulting from activities such as past work and/or volunteer experiences, military service, community involvement, professional certifications, training experiences, successful self-education, and avocational pursuits. LMU does not award SC for the experience itself nor for the years of experience, but rather for the knowledge and skills attained as a result of the experience.

Evidence of documented college-level prior learning may be presented in portfolio format in pursuit of SC. The student seeking SC receives assistance from the office of the dean of the applicable school in the preparation of an application portfolio. The portfolio must include, among other documents,

an expanded resume with detailed descriptions of academic goals, and verification of learning. The completed portfolio is evaluated for academic merit and credit by a faculty expert or an expert consultant in the field selected by the dean of the applicable school. The evaluation process measures the experiential learning through any or all of the following approaches: 1) product assessment, 2) oral interview, 3) written examination, and 4) skills assessment.

The University recognizes the value of college-level prior learning as documented by University challenge exams and standardized tests, both of which may result in Credit by Examination (CE). There is a fee of \$50 per credit hour recorded for Credit by Examination.

Minimum test scores for challenge exams are established by appropriately credentialed faculty and approved by the respective school dean. If the student scores no more than 10% below the minimum score on a University challenge exam, the student may request a consultation with the faculty member. LMU utilizes the minimum test scores recommended by the American Council on Education (ACE) for DANTES Subject Standardized Tests (DSST) and College Level Examination Program (CLEP) exams. Where University approved and American Council on Education recognized standardized tests exist (e.g., CLEP, DSST, etc.), LMU will utilize such assessments and recommendations in lieu of challenge exams.

Advanced Placement examinations are recognized for credit in specific academic areas. The following table indicates academic credit that will be awarded based on specific AP scores as approved by the University faculty.

<u>AP Exam Title</u>	<u>Score</u>	<u>LMU Credit Awarded</u>
Art History	4	ART 381
	5	ART 381, 382
Music Theory	3	MUSC 111
	4-5	MUSC 111, 112
Studio Art: 2-D Design	3	ART elective
	4-5	ART 105
Studio Art: 3-D Design	3	ART elective
	4-5	ART 110
Studio Art: Drawing	3	ART elective
	4-5	ART 110
English Lang. & Comp.	4-5	ENGL 101
English Lit. & Comp.	4-5	ENGL 102
Comp. Gov. and Politics	3-5	POLS 320
European History	3-5	HIST elective
Human Geography	4-5	GEOG 211
Macroeconomics	4-5	ECON 211
Microeconomics	4-5	ECON 212
Psychology	4-5	PSYC 100

U. S. Gov. & Politics	4-5	POLS 211
U. S. History	3	HIST 131
	4-5	HIST 131, 132
World History	3	HIST 121
	4-5	HIST 121, 122
Calculus AB	4-5	MATH 150
Calculus BC	3	MATH 150
	4-5	MATH 150, 250
Statistics	4-5	MATH 270
Biology*	3	BIOL 111
	4-5	BIOL 111, 112
Chemistry*	3	CHEM 111
	4-5	CHEM 111, 112
Environmental Science*	3-5	ENVS 100
Physics I*	4	PHYS 211
Physics II	4	PHYS 212
Physics C: Elec. & Mag.	*3-5	PHYS 212
Physics C: Mechanics*	3-5	PHYS 211
French Lang. & Culture	3	FREN 111
	4-5	FREN 111, 112
Spanish Lang. & Culture	3	SPAN 111
	4-5	SPAN 111, 112
Spanish Lit. & Culture	3	SPAN 111
	4-5	SPAN 111, 112

\*Credit for laboratories in the natural sciences may be awarded on demonstrated mastery of equivalent college-level laboratory experience. The student must submit AP lab course notebook and syllabus for review by the appropriate department faculty.

In approved cases, CE may be awarded for passing, at a predetermined level, an examination from the National League for Nursing (NLN), or similar agencies. Development of a portfolio is not required in the application for CE.

LMU awards SC and/or CE only if such credit contributes to or supports the student's degree program. Subject to appropriate approvals, awarded SC and/or CE may be applied to fulfill a General Education Core Curriculum requirement, a major or minor program requirement, or as a University elective.

The maximum combined SC and CE that may be applied toward a baccalaureate degree is 32 credit hours; the maximum applicable toward an associate degree is 16 credit hours.

The last 32 semester credit hours toward a baccalaureate degree **or** 16 semester credit hours toward an associate degree must be LMU coursework. Neither SC nor CE is calculated in the student's grade-point average.

The student considering graduate study elsewhere or undergraduate transfer to another institution should be aware that not all colleges and universities honor transcript credit designated SC or CE

# **Paul V. Hamilton School of Art, Humanities, and Social Science**

## **Graduate Programs Committees**

### **Admissions Committee**

This AHSS Graduate School Admissions Committee will determine acceptance into the program, and will resolve all matters or questions regarding admissions. Members of the Graduate Programs Admissions Committee consist of the Dean of the School, the program directors, and the Social Sciences department chair.

### **Thesis/Project Supervisory Committee**

The Thesis/Project Supervisory Committee functions to provide course work and thesis/project direction and approval for each graduate student in either the MPA or MSCJ program, as necessary. The committee approves the thesis/project proposal, and when submitted, reviews and approves the completed thesis/project document, and conducts a final oral defense of the thesis/project. The chair of this committee is the person who directly supervises the thesis/research project. A second committee member is selected from the graduate faculty and should have reasonably related knowledge of the thesis/project topic. A third member may be selected to complement the knowledge of the other members and may be chosen from outside of the relevant departments. The appointment of this committee is made by the Dean of the School upon recommendation of the Program Director and submission of names by the student.

### **Appeals Committee**

The Appeals Committee is a three-member committee that exists to resolve academic matters that may arise. The Dean of the school will nominate members of this committee. They will serve three years with the possibility of reappointment. One faculty member from the program will serve with the program director with an alternate member appointed in the case of conflict of interests.

### **Graduate Council**

Ultimate responsibility for all matters pertaining to graduate education and graduate research rests with the graduate faculty through the discussions and decision making of the Graduate Council. The Graduate Council is the policy making body within the Department of Social Sciences for graduate programs. The Graduate Council constitutes a dominant force in maintaining and developing scholarly inquiry and intellectual achievement in the School and University community. Members of the Graduate Council consist of the Dean of the School, the graduate program directors, and the Social Sciences department chair, though meetings are open to all graduate faculty.

## **School of Arts, Humanities, and Social Sciences Mission Statement**

The mission of the School of Arts, Humanities, and Social Sciences is to provide distinguished academic programs and General Education courses that cultivate the

skills and perspectives essential for preparing all university students for productive participation and leadership in a rapidly changing world. Inspired by the enduring principles of Abraham Lincoln's life and legacy, the School of Arts, Humanities, and Social Sciences strives to promote the development of innovative research, scholarship, and creative expression. At the heart of the LMU experience is a commitment to a tradition and standard of excellence that fosters students' intellectual, moral, civic, and creative capacities and aspirations in service to humanity through the advancement of life in the Appalachian region and beyond.

## **Department of Social Sciences Mission Statement**

The Department of Social Sciences is committed to providing quality educational opportunities that incorporate a balanced emphasis on theory, research, practice, community service, social justice, and personal growth.

## **Grading Policy**

### **Grade Point Average**

Students must maintain a cumulative grade point average (GPA) of 3.0 or more on a 4.0 scale. Falling below a 3.0 GPA will place the student on probation until a 3.0 GPA is reached.

The 3.0 GPA performance level includes graduate and undergraduate courses if the student is completing deficiency courses. No more than one grade of "C" will be allowed. A second grade of "C" or below will remove the student from the program.

### **Grading Scale**

A candidate receives a grade for most registered coursework. Letters indicate grades and are assigned quality points as shown below. Credit toward a degree program will be granted only for courses in which a grade of "C" or better is earned.

- A = 90.51 - 100%; expected student learning outcomes were demonstrated by superior quality student work in all aspects of the course
- B = 80.51 - 90.50%; expected student learning outcomes were demonstrated by better than average quality of student work in the course
- C = 70 - 80.5%; expected student learning outcomes were demonstrated in student work

Some graduate courses are graded P-Pass/F-Fail and are identified under "Course Descriptions."

The candidate's grade point average (GPA) is determined by dividing the total number of grade points earned by the total number of letter-graded (A-F) credit hours attempted (not the number of credit hours passed).

## **Master of Science in Criminal Justice**

### **Master of Science in Criminal Justice Mission Statement**

The mission of the LMU's Master of Criminal Justice Program (MSCJ) is to provide students with a high-quality education that inspires life-long learning, supports student and faculty development, encourages scholarly exploration and debate, and provides students with an understanding of the foundational principles of American justice.

## Master of Science in Criminal Justice Learning

### Outcomes

- A. To understand curriculum content areas recommended by the Academy of Criminal Justice Sciences Masters level program
- B. To understand ethical and philosophical foundations of the American criminal justice system
- C. To possess analytical thinking, research, and communication skills
- D. To develop skills necessary to pursue professional careers or further graduate study following graduation.

## Master of Science in Criminal Justice Admission Requirements

### A. Completed bachelor degree from an institution with regional accreditation or equivalent verification in the case of international degrees.

An international degree must follow university policies in existence for certifying international degrees and/or credit.

1. **Minimum undergraduate course work:** Introduction to Criminal Justice and Criminology.
2. **Recommended undergraduate course work:** policing, corrections, and juvenile justice.

### B. Standard Test Scores and Grades

- i. Undergraduate GPA of 2.75 or higher on a four (4)-point scale
- ii. Entrance interview may be requested if one or more requirements are not met.

### C. Letters of Reference

Two letters of reference from the applicant's undergraduate instructors or one letter from an instructor and one from a professional source are required.

### D. Personal Statement

Submit an essay detailing the student's purpose for attending the LMU MSCJ program, relevant skills, qualification, preparation, and a statement of goals after completing the program.

### E. Transfer credit

A maximum of nine (9) graduate credit hours or the equivalent of graduate work closely related to the MSCJ degree will be allowed in transfer by approval of the program's Admissions Committee.

## Graduation Requirements

- A. A minimum of 36 credit hours of graduate course work and satisfactory completion of all core courses is required for graduation with the Master of Science in Criminal Justice degree.
- B. The student must maintain a cumulative GPA of 3.00 or be placed on academic probation. Failure to meet or exceed this standard of academic progress in the subsequent semester will result in dismissal from the program.
- C. MSCJ project must be completed and receive a grade of "B" or better. See thesis/project handbook for more details.
- D. Completion of all program and university assessments and surveys.

## Orientation

MSCJ students will be required to attend an initial program orientation. The MSCJ Orientation will include program familiarization, establishing a schedule, finalizing financial aid, and completing the registration process. An orientation regarding library resources will be provided early in the first semester. Information about registration will be made available when the student's application has been accepted.

New graduate students are assigned an academic advisor and are required to attend a new student orientation. The orientation session provides students with critical information for progressing through each degree program. Information includes admission, program, and exit requirements. The advisement process is important in that advisors assist in the formulation of comprehensive examinations and in the monitoring of internships and field experiences. Advisors are available throughout the program for academic advisement.

### Grade Point Average

Students must maintain a cumulative grade point average (GPA) of 3.0 or more on a 4.0 scale. Falling below a 3.0 GPA will place the student on probation until a 3.0 GPA is reached.

The 3.0 GPA performance level includes graduate and undergraduate courses if the student is completing deficiency courses. No more than one grade of "C" will be allowed. A second grade of "C" or below will remove the student from the program.

### Masters of Science in Criminal Justice Appeals

Students in the program or applying to the program may submit an appeal in writing directly to the Appeals Committee. The committee is expected to collect information from all parties to the matter in question, hold a hearing in which parties to the appeal will be invited and notified with at least 48 hours advanced notice, and reach a decision on the matter within 24 hours of the hearing. In the event that more investigation is needed after the hearing, all parties to the matter will be notified of the timeline for reaching a conclusion for the matter. A decision must be reached by no more than one week after the initial hearing. Decisions of this committee will be communicated to the party making the appeal as well as any individuals named in the appeal along with the relevant Deans and the Vice President of Academic Affairs. A log of matters and copies of all communication related to an appeal will be maintained by the specific Program Director's office in which the appealing student is enrolled or hoping to enroll.

### Maximum Program Completion

Students who enter the MSCJ graduate program must complete their studies for their graduate degree within six years after initial registration. An extension may be requested of the Program Director for personal or professional reasons.

### Program Acceptance

Upon acceptance into the MSCJ program, applicants will receive an official packet of materials including an acceptance letter, a program catalog, registration information, and other program items and information. All students are required to have all transcripts, letters of

support, and fees submitted by one month in advance of the start of the new semester.

### **Curriculum & Standards**

The curriculum of the MSCJ program at LMU is designed to enhance a student's academic qualifications. All classes are preparatory coursework for post-graduate goals in programs leading to a terminal degree. Please note that the semester's schedules and/or coursework and timeframes are subject to change based upon individual student needs or as determined by the MSCJ Admissions Committees and Program Directors.

#### **Core Courses (3 credit hours each; 9 hours):**

CRIM 505 Theories of Crime and Criminal Justice  
CRIM 510 Crime and Public Policy Analysis  
CRIM 511 Criminal Justice Research Methods

#### **Elective Courses (3 credit hours each; 21 hours):**

CRIM 506 Ethics and Issues in Criminal Justice  
CRIM 512 Justice Administration and Leadership  
CRIM 605 Homeland Security and Emergency Management  
CRIM 615 International Crime and Policy  
CRIM 620 Victimology  
CRIM 625 Juvenile Justice  
CRIM 630 Community Corrections and Offender Reentry  
CRIM 635 Crimes of the Powerful  
CRIM 640 Race, Gender, Class, and Crime  
CRIM 645 Rural Criminal Justice  
CRIM 650 Qualitative Research Methods  
CRIM 695 Special Topics Seminar  
CRIM 696 Independent Study  
CRIM 697 Thesis (6 hours)

**Total hours: 36 hour**

#### **Non-CRIM Electives:**

Students may, upon consultation with their advisor, choose up to six hours of approved MPA, MBA, IL, or EDHE courses.

## **Master of Public Administration**

### **Master of Public Administration Mission Statement**

The Master of Public Administration (MPA) program prepares individuals to serve as managers in the executive arm of local, state, and federal government, and increasingly non-profit and non-governmental organizations (NGO). MPA students can also become managers in a variety of large, public-serving institutions such as universities, hospitals and multi-national companies. It is our goal that those completing an MPA Program will increasingly be called to work in large national and multi-national organizations in support of the public good. The program focuses on the systematic investigation of executive organization and management. The main objective of the program is to help students in understanding and recognizing the development and principles of the field of public administration, as well as the making, management, implementation, and assessment of public policy in our society today.

### **Master of Public Administration Program Overview**

#### *Expected Learning Outcomes*

1. To lead and manage in the public and nonprofit sectors
2. To understand and create in the public policy process

3. To analyze, solve, and track public sector problems
4. To articulate public sector values

### **Master of Public Administration Program Admission Requirements**

#### **A. Completed bachelor degree from an institution with regional accreditation or equivalent verification in the case of international degrees.**

An international degree must follow university policies in existence for certifying international degrees and/or credit.

##### **i. Minimum undergraduate course work**

Two courses that focused upon American National Government, State and Local Government, or any equivalent courses focused on the three branches of government.

##### **ii. Recommended undergraduate course work**

Courses about government structure, policy making, and administration and budgeting.

#### **B. Other Admissions Requirements**

- i. Undergraduate GPA of 2.75 or higher on a four (4)-point scale
- ii. Entrance interview may be required if one or more requirements are not met.

#### **C. Letters of Reference**

Two letters of reference from the applicant's undergraduate instructors or one letter from an instructor and one from a professional source are required.

#### **D. Personal Statement**

Submit an essay detailing the student's purpose for attending the LMU MPA program, relevant skills, qualification, preparation, and a statement of goals after completing the program.

#### **E. Transfer credit**

A maximum of nine (9) graduate credit hours or its equivalent of graduate work closely related to the MPA degree will be allowed in transfer by approval of the program's Admissions Committee.

### **Graduation Requirements**

- A. A minimum of 36 credit hours of graduate course work and satisfactory completion of all core courses is required for graduation with the Master of Public Administration degree general and non-profit track.
- B. Students must maintain a cumulative GPA of 3.00 or be placed on academic probation. Failure to meet or exceed this standard of academic progress in the subsequent semester will result in dismissal from the program.
- C. All General PA Track students must complete either a writing requirement (thesis, case study, internship, or project) OR a comprehensive examination.
  - a. A writing requirement (thesis, case study, internship, or project paper) must be completed and receive a grade of "B" or better. Students must seek topic approval

through the MPA Program Director in order to begin the writing requirement course.

- b. If a comprehensive examination is chosen, additional courses will be taken in lieu of PADM 697 hours to fulfill the required hours for program completion.

- D. Completion of all program and university assessments and surveys.

### **Orientation**

MPA students will be required to attend an initial program orientation. The MPA Orientation will include program familiarization, establishing a schedule, finalizing financial aid, and completing the registration process. An orientation regarding library resources will be provided early in the first semester. Information about registration will be made available when the student's application has been accepted.

New graduate students are assigned an academic advisor and are required to attend a new student orientation. The orientation session provides students with critical information for progressing through each degree program. Information includes admission, program, and exit requirements. The advisement process is important in that advisors assist in the formulation of comprehensive examinations and in the monitoring of internships and field experiences. Advisors are accessible throughout the program for academic advisement. Advisor contact information and office hours are posted on each syllabus.

### **Masters of Public Administration Policies and Standards**

#### **Master of Public Administration Appeals**

Students in the program or applying to the program may submit an appeal in writing directly to the Appeals Committee. The committee is expected to collect information from all parties to the matter in question, hold a hearing in which parties to the appeal will be invited and notified with at least 48 hours advanced notice, and reach a decision on the matter within 24 hours of the hearing. In the event that more investigation is needed after the hearing, all parties to the matter will be notified of the timeline for reaching a conclusion for the matter. A decision must be reached by no more than one week after the initial hearing. Decisions of this committee will be communicated to the party making the appeal as well as any individuals named in the appeal along with the relevant Deans and the Vice President of Academic Affairs. A log of matters and copies of all communication related to an appeal will be maintained by the specific Program Director's office in which the appealing student is enrolled or hoping to enroll.

#### **Maximum Program Completion**

Students who enter the MPA graduate program must complete their studies for their graduate degree within six years after initial registration. An extension may be requested of the Program Director for personal or professional reasons.

#### **Program Acceptance**

Upon acceptance into the MPA program, applicants will receive an official packet of materials including an acceptance letter, a program catalog, registration information, and other program items and information. All

students are required to have all transcripts, letters of support, and fees submitted by one month in advance of the start of the new semester.

### **Curriculum & Standards**

The curriculum of the MPA program at LMU is designed to enhance a student's academic qualifications. All classes are preparatory coursework for post-graduate goals in programs leading to a terminal degree. Please note that the semester's schedules and/or coursework and timeframes are subject to change based upon individual student needs or as determined by the MPA/MSJ Admissions Committees and Program Directors.

#### **PADM Course offerings:**

##### **Core and Required Courses (24 hours):**

Core Courses (3 credits each)

PADM 510 Quantitative Analysis

PADM 515 Qualitative Analysis

PADM 520 Public Administration

PADM 525 Public Policy Process

##### **Required Courses (3 credits each)**

PADM 697 Thesis Research (6 credit hours required)

[Thesis, Case Study or Project]

- See Writing Requirements Guidebook for Requirements
- To be completed in the final two semesters before graduation

PADM 530 Public Financial Administration

PADM 540 Public Service Ethics and Values

##### **Elective Courses (3 credits each; 12 hours):**

PADM 550 Economics for the Public Sector

PADM 601 Managing Public and Non-Profit Organizations

PADM 602 Nonprofit Marketing

PADM 603 Nonprofit Board Development

PADM 604 Nonprofit Fundraising

PADM 611 Legal Context for Policy and Public Management

PADM 620 Special Topics in Public Policy

PADM 696 Independent Study

#### **Program Tracks**

##### **Track 1: General Public Administration**

36 credit hours including a writing requirement (6 credit hours) or comprehensive examination. See requirements above.

##### **Track 2: Nonprofit Management**

36 credit hours including a writing requirement (6 credit hours) or comprehensive examination: 18 core/required PA hours, 9 hours of PA electives, and 9 hours of Nonprofit Management courses.

Choose at least three (3) of the following:

PADM 601 Managing Public and Non-profit Organizations (3)

PADM 602 Nonprofit Marketing (3)

PADM 603 Nonprofit Board Development (3)

PADM 604 Nonprofit Fundraising (3)

##### **Track 3: Health Care Policy**

36 credit hours including a writing requirement (6 credit hours) or comprehensive examination: 18 core/required PA

hours, 9 hours of PA electives, and 9 hours of courses related to the health care field.

Choose at least three (3) of the following:

PADM 591: Healthcare Policy

PADM 592: Strategic Communication in Healthcare

PADM 613: Grant Proposal Writing for Public Administration

PADM 551: Local Government Management

# School of Business

## Graduate Programs

### Graduate Business Location and Contact Information

Dean, School of Business .....423-869-6298  
 (Room 106, Business/Education Building; Main Campus)  
 Office of Graduate Programs..... 865-531-4107  
 (421 Park 40 North Blvd, Knoxville, TN 37923)

### Academic Information

LMU offers graduate studies leading to the Master of Business Administration, Master of Science in Business Analytics, and Doctor of Business Administration degrees. Concentrations for the Master of Business Administration include Healthcare Administration, Management, Marketing, Operations Management, and Sport Management. Concentrations for the Doctor of Business Administration include Management.

The programs require students to analyze, explore, question, reconsider and synthesize old and new knowledge and skills. The curriculums have depth and rigor to develop the specialized skills necessary to prepare students for opportunities in our global economy and environment, while allowing for creativity and vision for the future.

Graduate students are expected to make themselves thoroughly familiar with the regulations of the graduate program and the requirements for the degree. Upon regular admission, a faculty advisor or advisory committee is assigned to the student. However, the ultimate responsibility for meeting deadlines and knowing graduate program requirements rests with the student.

### Tuition

- Master of Business Administration (MBA): \$515 per semester hour.
- Master of Science in Business Analytics (MSBA): \$530 per semester hour.
- Doctor of Business Administration (DBA): \$975 per semester hour.

### Additional Fees

Add/Drop Fee*	\$15 per course
Late Registration Fee*	\$100
Graduation Fee – MBA & MSBA	\$100
Graduation Fee – DBA	\$450
Independent Study Fee	\$25
LMU MBA 100 CPCEXAM	\$40
LMU MBA 590 CPC Exam	\$40

\*Refer to current schedule of courses, student handbook or contact the Bursar. University credit/refund schedule will apply. All fees are subject to audit verification. LMU

reserves the right to correct any errors concerning financial information.

All MBA students are required to complete the LMU MBA 100 Peregrine Comprehensive CPC exam. The exam must be completed during the student's first semester of MBA coursework. The exam is available online and requires a fee of \$40 paid at the time of the exam. The MBA Director will provide additional information on the exam.

All MBA students are required to complete the LMU MBA 590 Comprehensive CPC exam. The exam must be completed as part of the MBA 590 Business Strategy course. The exam is available online and requires a fee of \$40 paid at the time of the exam. The MBA 590 Instructor or MBA Director will provide additional information on the exam.

### Applicable Catalog

The student must meet the requirements of the LMU Combined Graduate Catalog in effect at the time of entry into the program or any catalog while enrolled in the program. In no case will a student be permitted to meet the requirements of a LMU Combined Graduate Catalog in effect prior to initial graduate program enrollment.

### Graduate Transfer Credit

A maximum of nine semester credit hours at the graduate level may be transferred to the MBA and MSBA programs (must have a five or above as the first digit of the course number). Transferring MBA and MSBA credit hours must not have been applied to a previous degree and must carry a grade of "B-" or better. A maximum of twelve semester credit hours may be transferred to the DBA program. Students already possessing an MBA degree may transfer 12 applicable credit hours into the DBA degree to be used to fulfill the requirement of the DBA Foundations courses. Students having completed DBA coursework elsewhere may apply 12 credit hours of course work towards the LMU DBA degree so long as the transferring courses are approved by the DBA Director. No matter if a student is transferring previous MBA or DBA coursework to the LMU DBA degree, no more than a combined total of 12 credit hours of coursework in any capacity may be applied toward the LMU DBA degree. Any course transferring into the DBA degree must carry a grade of "B-" or better. Credits transferred into any graduate degree program at LMU must be earned after the required entrance degree was posted on the transfer transcript. Course credit earned more than five years before the current semester will not be approved for transfer credit. Only credit/course work from a degree-granting accredited institution, recognized as such by a regional accrediting body, will be accepted for transfer. All transfer credit must be approved by the Dean of the School of Business. Grades and quality points for transfer work will be included in the calculation of the LMU graduate GPA.



### Graduate Credit for Undergraduate Seniors

The LMU student who has not completed all requirements for the baccalaureate degree may be eligible for master-level graduate study as an undergraduate senior. The student must have an overall GPA of at least 3.0 and must be within fifteen semester credit hours of completing the total credit hours required for the baccalaureate degree. Undergraduate students who meet these requirements may only enroll in a maximum of six (6) credit hours of master-level study as they must be simultaneously enrolled in the baccalaureate courses that are needed for the completion of their undergraduate degree. Graduate credit will not apply towards the completion of the undergraduate degree, and will only apply towards the completion of the student's graduate degree.

### Attendance Policy

Attendance is paramount for success in graduate programs. Therefore, attendance and participation in all classes is required. An absence in the first class without prior instructor approval may result in administrative removal from the course. Absences require prior approval from the instructor and absence in excess of 10% of the course is grounds for administrative removal.

### Grading System

A student receives a grade for most registered course work (except "Audit"). Grades are indicated by letters and assigned quality points as shown below. Credit toward a degree program will be granted only for courses in which a grade of "C" or better is earned. Students may earn only two (2) grades of "C" or below. A third "C" or below results in dismissal from the program.

Grade	Definition	Quality Points Per Credit Hour
A	Superior (Quality of work exceptional)	4.00
A-	Excellent (Quality of work above course expectation)	3.67
B+	Very Good (Quality of work better than satisfactory)	3.33
B	Good (Quality of work satisfactory)	3.00
B-	Average (Quality of work meets minimum requirements)	2.67
C	Minimum passing grade (Unsatisfactory graduate-level work)	2.00
F	Fail	0.00
I	Incomplete*	
NC	No Credit; allows for a grade with no penalty to the student	

AU	Audit	
WD	Withdrawal	
P	Pass; carries credit but no quality points	

\*Incomplete; work must be completed within the first six weeks of the next semester; otherwise, the grade automatically becomes an "F" unless an extension is granted by the Dean of the School of Business.

Some graduate courses are graded P-Pass/F-Fail and are identified under "Course Descriptions." The student's GPA is determined by the total number of letter-graded (A-F) semester credit hours attempted (not the number of semester credit hours passed).

### Grading Scale

Letter Grade	Percentage
A	93-100%
A-	90-92.99%
B+	87-89.99%
B	83-86.99%
B-	80.82.99%
C	70-79.99%
F	0-69%

### Probation Status

Probation constitutes a warning of insufficient progress. In order to remain in good academic standing, the graduate student must maintain a grade point average of 3.0 (B). The grade point average considered for academic progress is the GPA of the current program. The grade point averages from previous degrees at LMU may not be averaged into the current GPA. A student whose cumulative GPA falls below a 3.0 in a given semester is placed on probation the following semester. A student whose cumulative GPA falls below a 3.0 (B) for two successive terms will be suspended and is no longer eligible to participate in the graduate degree program. Students who receive a second grade of "C" or below, regardless of their cumulative GPA, will be issued a probation letter in order to notify them that a third grade of "C" or below will result in dismissal from their respective academic program.

### Academic Dismissal

Students who fall into the below categories will be dismissed from their respective academic program:

- The student has earned a third grade of "C" or below.
- The student has maintained a cumulative GPA of less than 3.0 for two successive terms.

### **Appeals Procedure**

A student who is placed on probation or suspended from the program and feels that the probation or suspension is unfair has a right to appeal. The student who wishes to appeal a probation or suspension has 30 days from the postmark on the letter of notice to present the appeal in writing to the Dean of the School of Business. The Dean will respond to the student's appeal within two weeks of the receipt of the letter of appeal. Should this response be unsatisfactory to the student, a meeting with the Dean may be requested. The Dean and the student must inform each other of any additional attendees to the meeting. The student may continue this appeal to the Vice President for Academic Affairs. The decision of the Vice President for Academic Affairs is final.

### **School of Business Academic Grievance Procedure**

All academic grievances and grade appeals must be submitted in writing. For classroom activity or assignment grade grievances, the written appeal must be made within one week of the grievance. For final course grade grievance, the written appeal must be made within two weeks following the first day of classes for the next semester (including summer terms).

Grievances concerning any aspect of academics, classroom activity, class assignment grade, or final course grade must be taken first to the instructor of the class. Students must not correspond with other faculty, the Program Director, Department Chair, Dean, or other LMU officials about a disputed grade prior to meeting with the faculty member, with the exception of the student's faculty advisor who can explain the process and provide the grade appeal form. If the advisor and faculty are the same person, an alternate advisor will be assigned by the Dean of the School of Business. If a student feels he/she needs to take the matter further, the Chair of the Department or Program Director offering the course or program should be consulted in writing.

If there is still no resolution, the appeal will go before the School of Business Academic Faculty Review Committee comprised of three non-involved faculty with the student presenting his/her case. The next appeal source is the Dean of the School of Business. Both the student and the involved faculty member have a period of no longer than seven calendar days to file an appeal to a decision, in writing, to the Dean of the School of Business. A final decision may be rendered by the Vice President for Academic Affairs.

### **Repeating Graduate Courses**

Students may repeat any course a maximum of three (3) times. The higher grade is included in the revised calculation of the cumulative GPA. However, all attempts will remain a part of the permanent academic record. The permanent academic record in its entirety will be used when evaluating academic probation or dismissal.

### **Graduate Student Course Load**

The normal load for a part-time student is six (6) hours, and for a full time student is nine (9) hours. The maximum load for a graduate student is twelve (12) semester credit hours during fall and spring semesters, three (3) semester hours during mini-terms, and twelve (12) semester credit hours for the summer session. Students must seek and receive permission from the department chair or Dean of the School of Business to take twelve (12) hours or more any semester.

### **Orientation/Advisement**

Each semester new graduate students are assigned academic advisors and are invited to attend a New Student Orientation. The orientation session provides students with critical information for progressing through each degree program. The information includes admission, program, and exit requirements. The advisement process is important in that advisors assist in the formulation of comprehensive examinations and in the monitoring of internships and field experiences. Advisors are accessible throughout the program for academic advisement. Advisors' personal telephone numbers, e-mail/web page addresses and office hours are posted on each syllabus.

### **Second Master's Degree Requirements**

A maximum of twelve (12) semester credit hours (excluding thesis hours) of graduate credit earned from the first LMU master's degree may be applied toward the second degree provided that the courses are appropriate for the second master's degree (as determined by the faculty advisor and Dean of the School of Business). The credit must be earned within the last five (5) years.

### **Categories of Admission**

Admission to the graduate program is possible in three (3) categories:

- Regular graduate student status. Applicants with credentials indicating adequate preparation and ability to complete the program successfully may receive regular student status.
- Non-degree or transient student status. Persons otherwise qualifying for admission to graduate studies but not seeking admission to the degree program are classified as non-degree or transient. Individuals wishing to pursue graduate study at LMU in this classification must submit an application for admission.

Non-degree or transient students later wishing to enter the program must then petition the appropriate admissions committee for admission as degree-seeking students. The applicant must then follow the process outlined for regular graduate student status.

The non-degree or transient student who wishes to become a regular graduate student may apply up to nine (9) semester credit hours for the MBA, or

six (6) semester credit hours for the MSBA, earned while in non-degree or transient status. Course credit transferred from non-degree to degree must have a grade of at least “B” and be relevant to the degree sought.

- Auditor status. The student wishing to audit courses may enroll by completing an application for admission form, registering for the course, and paying the appropriate fees. An “AU” notation will appear on the academic transcript signifying that the course was taken for audit, not for credit. Examinations are not required, grades are not earned, and credit is not awarded for audited courses.

### **Standing Oversight Committee**

#### **Admissions Committees**

Admissions Committees – These committees consist of faculty and administration members.

For admission to the **MBA program**: two faculty members and the Program Director.

For admission to the **MSBA program**: two faculty members and the Program Director.

For admission to the **DBA program**: two faculty members and the Program Director.

#### **Dissertation Committees**

The appointment of all members of dissertation committees is made by the Chair, Graduate Programs for the School of Business upon recommendation of the graduate faculty members and agreement by the graduate student.

## **Master of Business Administration**

### **Mission Statement**

The Master of Business Administration (MBA) program is dedicated to providing educational and research opportunities to working adults wanting to develop professionally by enhancing their business skills and credentials. Graduates from this degree program are able to communicate effectively through written and oral expression; apply critical thinking skills to managerial decisions; analyze and evaluate ethical decision making and social responsibility when solving business problems; understand and apply the strategic management principles of crafting and executing strategy in a global economy; and obtain in-depth knowledge of the functional areas of business.

### **MBA Program Overview**

The MBA program is a 30 hour program intended for upwardly mobile professionals and recent graduates with exceptional academic backgrounds. Courses are offered in a traditional classroom format at the Main Campus in Harrogate, the Cedar Bluff Off-Campus Site in Knoxville, and online. The curriculum is divided into eight core courses

and two electives. If a student wishes to have a concentration in Healthcare Administration, Management, Marketing, Operations Management, or Sport Management they are required to take four concentration specific electives for a total of 36 semester credit hours. The core curriculum focuses on business theory and applications by integrating case studies, research, presentations, and seminars. The objective of the program is for the student to be able to apply the principles of accounting, finance, economics, information technology, management, marketing, business strategy, and business ethics within a contemporary global business environment. A degree from this program can lead to career advancement across all business disciplines in the private, public, or nonprofit sectors.

Expected outcomes of the MBA include:

- BUS1 Evaluate leadership styles to determine appropriate managerial actions for changing environments.
- BUS2 Evaluate investment decisions using financial theory, analytical decision-making tools, and quantitative and non-quantitative economic attributes.
- BUS3 Apply ethics theories to develop socially responsible business practices.
- BUS4 Integrate and apply quantitative methods for decision-making.
- BUS5 Develop a business feasibility plan incorporating marketing, economics, accounting, finance, and management theory.

### **Healthcare Administration**

This concentration prepares students for a career in healthcare administration by providing courses relevant to the field within the United States Health Care system. The curriculum is designed to develop an in-depth knowledge of business aspects associated with the healthcare industry with courses integrating topics pertaining to administration, current trends, quality improvement, and law and ethics. A degree from the MBA program with this concentration can lead to careers in medical offices and hospital administration, healthcare informatics, healthcare planning, public health, and more.

Expected outcomes of the Healthcare Administration Concentration include:

- HCA1 Analyze various organizational models of healthcare businesses to develop and apply strategic and managerial methods appropriate for differing medical entities.
- HCA2 Apply theories related to quality improvement within the healthcare industry in order to initiate, plan, execute, monitor and control continuous improvement, patient satisfaction, and organizational livelihood.

HCA3 Analyze legal and ethical practices within the field of healthcare administration and the implications to healthcare providers.

HCA4 Analyze current issues and topics affecting the U.S. healthcare system to develop business solutions for challenges confronting Healthcare Administrators using theory, best practices, and modeling techniques.

### **Management Concentration**

This concentration prepares professionals for a career in management by providing a robust education focused on management practice, research, and ethics. It is designed to refine management competencies that enable students to provide the dynamic leadership needed for success. A degree from the MBA program with this concentration can lead to a career in a wide variety of private businesses, consulting firms, or the public sector.

Expected outcomes of the Management Concentration include:

MGMT1 Analyze, evaluate, and implement the management concepts of planning, organizing, leading, and controlling.

MGMT2 Apply and assess strategic management principles in global and domestic environments.

### **Marketing Concentration**

This concentration prepares professionals for a career in marketing management, providing a robust education focused on marketing management, research, and ethics. It is designed to deepen academic and practical learning experiences that equip students with the knowledge to apply the marketing concepts and theories of marketing management. A degree from the MBA program with this concentration can lead to a career in sales, brand management, communications, advertising, marketing research agencies and consultancy.

Expected outcomes of the Marketing Concentration include:

MKTG1 Apply and evaluate marketing theory in global and domestic environments.

MKTG2 Develop an integrated marketing plan to promote brand awareness among targeted consumers.

### **Operations Management**

This concentration prepares students for a career focused within the operational aspects of business. The curriculum is designed to develop an in-depth knowledge of the processes pertaining to operations management with focus being given to designing and controlling various projects in order to create efficiency. Core topics within this curriculum will pertain to supply chain and logistics, project management, analysis for decision making, and lean operations. A degree from the MBA program with this concentration can lead to careers in operations management,

business strategy, production planning, quality control, and more.

Expected outcomes of the Operations Management Concentration include:

OMT1 Develop business solutions for challenges confronting supply chain managers using theory, best practices, forecasting, and modeling techniques.

OMT2 Apply project management tools and analyses to initiate, plan, execute, monitor and control, and close projects.

OMT3 Develop strategies using Six Sigma, lean operations, and current quality control research to improve processes in service and manufacturing industries.

OMT4 Analyze operations data and current research to provide meaningful representation in the decision-making process.

### **Sport Management Concentration**

This concentration provides the intellectual and managerial skills individuals need for career advancement and leadership in the sport industry. It is designed to develop and deepen a student's diverse set of skills, including technical competence in analytical and quantitative techniques, critical thinking, communication abilities, and values. A degree from the MBA program with this concentration can lead to careers in high school or collegiate athletics, professional sports, corporate sport, international sports and recreational/leisure careers.

Expected outcomes of the Sport Management Concentration include:

SMT 1 Analyze leadership and management styles appropriate for administration of athletes.

SMT 2 Evaluate marketing applications and best practices to promote collegiate, professional, and organizational sporting events.

### **Dual Degree MBA Program Overview**

The dual degree MBA program is a 30 or 36 hour program intended for individuals who are in the process of earning either a Doctor of Osteopathic Medicine (DO) or Doctor of Veterinary Medicine (DVM) at LMU. The dual degree MBA program begins with an intensive seven week summer session of four (4), three (3) credit hour core courses. The courses taken within the first summer term consist of MBA 545, 550, 570, & 575 Students will then take an additional four (4) core courses and two (2) electives in either an online or traditional classroom format throughout the remainder of their professional program. Students may elect to complete four (4) electives in order to obtain an MBA with a concentration. The objective of the program is to stress the student's role as manager and leader, while

providing a foundational knowledge in business to complement the corresponding professional degree.

### **MBA Admission Requirements & Procedures**

Applicants must submit the online application for admission, application essays, the \$50 application fee, a current resume, official transcripts showing the completion of a regionally accredited bachelor's degree with a 2.75 GPA, official transcripts of all other undergraduate and graduate course work from accredited institutions, and two (2) recommendation letters from professionals in the field.

International students must have a minimum score of 70 on the Test of English as a Foreign Language (TOEFL) or a six (6) on the IELTS exam. In cases where a foreign student is otherwise qualified for admission to the program, but his/her TOEFL score indicates the need for additional English language instruction, he/she might be admitted conditionally to the program pending satisfactory completion of the necessary courses.

The admission decision is based on an evaluation of all application materials submitted by the individual. The following are criteria utilized in the decision process:

1. MBA Application
2. Previous work experience
3. Undergraduate GPA
4. Graduate GPA
5. Specific course work completed
6. Two (2) recommendation letters
7. Writing sample

### **Conditional MBA Student Status**

Under special circumstances, a person who does not meet the requirements for MBA admission but who feels strongly that he/she can do graduate work may be allowed conditional status. In order to be considered for conditional MBA status, the student must have earned a cumulative bachelor's degree GPA of at least 2.40 from a regionally accredited institution. The student must also submit all other MBA admissions documents. If granted conditional MBA status, candidates may take no more than six (6) semester hours of graduate coursework from their planned program within the conditional semester and earn no grade less than "B". A grade less than "B" disqualifies the candidate from full graduate admission. Students will be granted full graduate admission upon earning grades of "B" or above within all enrolled courses during their first semester within the MBA program.

### **Special Admission for LMU School of Business Baccalaureate Degrees**

Initial admission to the MBA program granted to all students who successfully complete their baccalaureate degree from LMU School of Business provided they meet the following criteria:

1. Receive a minimum of 3.00 GPA in all LMU coursework

2. Complete all application documents, complete all entrance requirements, and pay all applicable fees.

### **Admission to the Dual Degree MBA Program**

The admission decision is based on an evaluation of all application materials submitted by the individual. The following are criteria utilized in the decision process:

1. Professional MBA Application
2. Previous work experience
3. Undergraduate GPA
4. Graduate GPA
5. Specific course work completed
6. Two (2) recommendation letters
7. Writing Sample

### **MBA Handbook**

Upon admission, MBA students will be provided with the School of Business Master of Business Administration Handbook. This handbook outlines policies and procedures pertaining to the MBA program. Students are required to thoroughly read the handbook, and sign the LMU school of Business: Master of Business Administration (MBA) Consent Form. Students will not be allowed to register if the consent form has not been signed and submitted to the appropriate personnel.

### **Maximum Program Completion**

Students who enter the MBA graduate program must complete their studies for their graduate degree within five (5) years after initial registration. An extension may be requested of the Program Director for personal or professional reasons.

### **MBA Graduation Requirements**

No student will be allowed to participate in Commencement exercises until all degree requirements have been met.

The following requirements must be met for earning an MBA degree:

1. Completion of 30/36 semester credit hours of approved MBA courses in the traditional part-time or full-time MBA program, and 30/36 semester credit hours of approved MBA courses in the dual degree MBA programs
2. A minimum cumulative GPA of 3.0 (B)
3. Completion of all outcomes assessment testing and activities
4. The completion of the MBA degree within five (5) years
5. Payment of all fees

### **Final Evaluation for MBA Programs**

As part of the outcomes assessment procedures, students are required to complete the following items prior to graduation:

- LMU MBA 590 CPC exit exam covering twelve common professional component categories

- An exit interview
- All graduating student surveys

### **MBA Program Curriculum**

Course Description	Credit Hours
MBA 511 Operations Mgmt. & Quantitative Analysis	3
MBA 515 The Social and Ethical Environment of Busn.	3
MBA 545 Marketing Management	3
MBA 550 Financial Management	3
MBA 565 Economics for Decision Making	3
MBA 570 Accounting & Decision Making	3
MBA 575 Contemporary Management & Leadership	3
MBA 590 Business Strategy	3
<b>TOTAL CORE</b>	<b>24</b>
MBA Elective	3
MBA Elective	3
<b>TOTAL PROGRAM</b>	<b>30</b>

### **MBA Program with Concentration Curriculum**

Course Description	Credit Hours
MBA 511 Operations Mgmt. & Quantitative Analysis	3
MBA 515 The Social and Ethical Environment of Busn.	3
MBA 545 Marketing Management	3
MBA 550 Financial Management	3
MBA 565 Economics for Decision Making	3
MBA 570 Accounting & Decision Making	3
MBA 575 Contemporary Management & Leadership	3
MBA 590 Business Strategy	3
<b>TOTAL CORE</b>	<b>24</b>

MBA Concentration Elective	3
MBA Concentration Elective	3
MBA Concentration Elective	3
MBA Concentration Elective	3
<b>TOTAL PROGRAM</b>	<b>36</b>

### **Healthcare Administration**

MBA 614 Administration of Healthcare Organizations	3
MBA 615 Healthcare Topics & Issues	3
MBA 619 Quality Improvement in Healthcare	3
MBA 620 Healthcare Law & Ethics	3

### **Management Concentration**

MBA 560 Global Management	3
MBA 600 Organizational Behavior	3
MBA 610 Organizational Leadership	3
MBA 640 Negotiation	3

### **Marketing Concentration**

MBA 547 Brand Management	3
MBA 548 Global Marketing	3
MBA 552 Consumer Behavior	3
MBA 634 Electronic Commerce	3

### **Operations Management**

MBA 683 Supply Chain Management & Leadership	3
----------------------------------------------	---

MBA 684 Project Management	3
MBA 685 Quality Control & Lean Operations	3
MBA 686 Operations Research & Analysis for Decision Making	3

### **Sport Management Concentration**

SMT 560 Administration of Athletics	3
SMT 570 Sport Marketing	3
SMT 590 Sport Seminar	3
SMT 598 Internship in Sport Management	3

### **Dual Degree MBA Program**

Course Description	Credit Hours
MBA 511 Operations Mgmt. & Quantitative Analysis	3
MBA 515 The Social and Ethical Environment of Busn.	3
MBA 545 Marketing Management	3
MBA 550 Financial Management	3
MBA 565 Economics for Decision Making	3
MBA 570 Accounting & Decision Making	3
MBA 575 Contemporary Management & Leadership	3
MBA 590 Business Strategy	3
<b>TOTAL CORE</b>	<b>24</b>
MBA Elective	3
MBA Elective	3
<b>TOTAL PROGRAM</b>	<b>30</b>

\*Students within the Dual Degree MBA Program will take MBA 545, 550, 570, & 575 during their first summer semester within the MBA program.

\*\*Students within the Dual Degree MBA Program may elect to complete any available concentration by following the 'MBA Program with Concentration Curriculum'.

## **Master of Science in Business Analytics**

### **Mission Statement**

The Master of Science in Business Analytics (MSBA) program is dedicated to developing students who can demonstrate a proven ability to utilize data to create value-added solutions for important business challenges. Graduates from this degree program are able to apply critical thinking skills to solve complex business problems; classify data sets and select the appropriate analytical tool; generalize the necessary theoretical, mathematical, and statistical concepts to ensure data is properly analyzed; acquire data from a diverse population of computer storage systems, execute in a team environment; and communicate complex analytical results in ways business managers can understand.

### **MSBA Program Overview**

The Masters of Science in Business Analytics (MSBA) degree is a 36-hour program and modeled after a cohort style, with students starting together each fall. Courses are offered in traditional classroom format at the Cedar Bluff

Off-Campus Site (seated), online (OL), synchronous online (hybrid) and compressed residence periods (RP). Four courses are offered during each of the three (3) terms (Fall Semester 1, Spring Semester, Fall Semester 2), and one online course is offered in the summer session. Three (3) of the hours involve a program long practicum utilizing a live business situation and data. For working professionals, there is an option to modify their class schedule each semester and spread their coursework over six semesters. The core courses needed to complete the practicum are required within the cohort model. MSBA courses are available for students admitted to the MSBA program only. Other LMU students may attend a MSBA course with permission from the program director.

Expected outcomes of the MSBA include:

- MSBA1 Apply critical thinking skills to solve complex business problems
- MSBA2 Classify data sets and select the appropriate analytical tool
- MSBA3 Generalize the necessary theoretical, mathematical, and statistical concepts to ensure data is properly analyzed
- MSBA4 Acquire data from a diverse population of computer storage systems
- MSBA5 Execute in a team environment
- MSBA6 Communicate complex analytical results in ways business managers can understand

### MSBA Admission Requirements & Procedures

Applicants must submit the online application for admission, a personal statement, the \$50 application fee, a current resume, official transcripts showing the completion of an accredited bachelor's degree with a 2.75 GPA, official transcripts of all other undergraduate and graduate course work from accredited institutions, and two (2) recommendation letters from professionals in the field who are familiar with their work and ability and can, therefore, evaluate potential for success in the graduate program.

International students must have a minimum score of 70 on the Test of English as a Foreign Language (TOEFL) or a six (6) on the IELTS exam. In cases where a foreign student is otherwise qualified for admission to the program, but his/her TOEFL score indicates the need for additional English language instruction, he/she might be admitted conditionally to the program pending satisfactory completion of the necessary courses.

The admission decision is based on an evaluation of all application materials submitted by the individual. The following are criteria utilized in the decision process:

1. MSBA Application
2. Previous work experience
3. Undergraduate GPA
4. Graduate GPA
5. Course work in business, calculus, & linear algebra

6. Two (2) recommendation letters
7. Personal statement

### Maximum Program Completion

Students who enter the MSBA graduate program must complete their studies for their graduate degree within five (5) years after initial registration. An extension may be requested of the Program Director for personal or professional reasons.

### MSBA Graduation Requirements

No student will be allowed to participate in Commencement exercises until all degree requirements have been met.

The following requirements must be met for earning an MSBA degree:

1. Completion of 30/36 semester credit hours of approved MSBA courses in the traditional part-time or full-time MSBA program.
2. A minimum cumulative GPA of 3.0 (B)
3. Completion of all outcomes assessment testing and activities
4. The completion of the MSBA degree within five (5) years
5. Payment of all fees

### Final Evaluation for the MSBA Program

As part of the outcomes assessment procedures, students are required to complete the following items prior to graduation:

- An exit interview
- All graduating student surveys

### MSBA Program Curriculum

Course Description	Credit
MSBA 510 Foundational Analytics Theory	3
MSBA 511 Process Analytics	3
MSBA 512 Design of Experiments	3
MSBA 513 Business Foundations I*	3
MSBA 515 Regression Analysis & Forecasting	3
MSBA 517 Survey of Management Science	3
MSBA 522 Data Mining	3
MSBA 523 Data Systems and Acquisition	3
MSBA 524 Digital Analytics	3
MSBA 525 Business Foundations II*	3
MSBA 526 Non-Parametric Statistics	3
MSBA 591 Practicum I	1
MSBA 592 Practicum II	1
MSBA 593 Practicum III	1
<b>TOTAL PROGRAM</b>	<b>36</b>

\*Note: Students with graduate or undergraduate degrees in business may test out of this course at the MSBA program director's discretion.

# Doctor of Business Administration

## Mission Statement

The Doctor of Business Administration (DBA) program is dedicated to creating a doctoral learning opportunity for business professionals in Appalachia. Through qualified and experienced faculty, students are provided the skills necessary to advance the practice of business in a diverse and evolving global economy, further the body of knowledge and research, and balance the pursuit of prosperous business practices. Graduates from this degree program are able to develop the knowledge and analytical capability to lead an organization in adapting, evolving, and learning in an ever-changing environment; acquire and apply knowledge of behavioral, policy, and strategic issues to improve organizational effectiveness; facilitate and communicate advanced analytic and problem solving capabilities grounded in sound academic and practical research.

## Program Overview

The LMU DBA program follows a hybrid format with traditional evening and online classes. The program is intended for upwardly mobile professionals and recent MBA graduates with exceptional academic backgrounds. DBA Foundation classes are the four main components of the LMU MBA core. A DBA candidate who has previously completed an MBA degree may transfer 12 credit hours of equivalent MBA courses into the DBA degree to fulfill the requirement of the DBA Foundations courses. The DBA core is comprised of four (4) classes that will provide a basis for understanding business theory and application in today's market. The Management concentration is made up of four (4) classes. Three (3) DBA research classes are required in order to teach students how conduct proper and credible research. Finally, students will complete 12 hours of dissertation credit while working with their dissertation committee.

The DBA degree is offered at the Cedar Bluff - Knoxville location, and allows students to complete a concentration in Management.

Expected outcomes of the DBA include:

- DBA1 Develop the knowledge and analytical capability to lead an organization in adapting, evolving, and learning in an ever-changing environment.
- DBA2 Acquire and apply knowledge of behavioral, policy, and strategic issues to improve organizational effectiveness.
- DBA3 Facilitate and communicate advanced analytic and problem solving capabilities grounded in sound academic and practical research
- DBA4 Develop, conduct, and defend original research through the dissertation process.

## DBA Admission Requirements & Procedures

Students must submit the online application for admission, application essays, the \$50 application fee, a current resume, official transcripts showing the completion of a regionally accredited bachelor's degree, official transcripts showing the completion of a regionally accredited master's degree with a cumulative GPA of a 3.5, official transcripts of all other undergraduate and graduate course work from regionally accredited institutions, and two (2) recommendation letters from professionals in the field.

International students must have a minimum score of 70 on the Test of English as a Foreign Language (TOEFL) or a six (6) on the IELTS exam. In cases where a foreign student is otherwise qualified for admission to the program, but his/her TOEFL score indicates the need for additional English language instruction, he/she might be admitted conditionally to the program pending satisfactory completion of the necessary courses.

The admission decision is based on an evaluation of all application materials submitted by the individual. The following are criteria utilized in the decision process:

1. DBA application
2. Previous work experience
3. Undergraduate GPA
4. Graduate GPA
5. Specific course work completed
6. Two (2) recommendation letters

## Conditional DBA Student Status

Under special circumstances, a person who does not meet the requirements for DBA admission but who feels strongly that he/she can do graduate work may be allowed conditional status. In order to be considered for conditional DBA status, the student must submit official transcripts showing the completion of a regionally accredited bachelor's degree, transcripts showing the completion of a regionally accredited master's degree with a cumulative GPA of 3.0, as well as the submission of all other DBA admissions documents. If granted conditional DBA status, candidates may take no more than six (6) semester hours of graduate coursework from their planned program within the conditional semester and earn no grade less than "B". A grade less than "B" disqualifies the candidate from full graduate admission. Students will be granted full graduate admission upon earning grades of "B" or above within all enrolled courses during their first semester within the DBA program.

## DBA Handbook

Upon admission, DBA students will be provided with the School of Business Doctor of Business Administration Handbook. This handbook outlines policies and procedures pertaining to the DBA program. Students are required to thoroughly read the handbook, and sign the LMU school of Business: Doctor of Business Administration (DBA) Consent Form. Students will not be allowed to register if the



consent form has not been signed and submitted to the appropriate personnel.

### Maximum Program Completion

Students who enter the DBA graduate program must complete their studies for their graduate degree within seven (7) years after initial registration. An extension may be requested of the Program Director for personal or professional reasons.

### DBA Dissertation

DBA students who are within the dissertation portion of their program should refer to the LMU School of Business Dissertation Manual 2019-2020 for in depth information pertaining to the dissertation and all processes involved.

Students must complete a minimum of 12 credit hours of dissertation work in order to meet graduation requirements. The minimum of 12 hours and maximum of 30 hours for dissertation credit will be assigned a grade based upon the grading scale given in the Graduate Programs Catalog. The grade assigned will become a permanent part of the student's academic record, and will factor into the student's GPA. DBA students are ineligible to register for dissertation credit hours until they have completed all DBA coursework within their appropriate curriculum.

Students within the dissertation portion of their degree must maintain continual enrollment and engagement in their dissertation post-classwork. This means that all candidates must enroll in a minimum of three credit hours of DBA 899 – Dissertation during both Fall and Spring semesters once coursework is completed. There is not a requirement to take DBA 899 during the summer term. Students receiving financial aid should consult with their Financial Aid Officer to determine financial aid guidelines pertaining to credit hours during the dissertation process. It is the responsibility of the candidate to register and maintain enrollment in the program. If a candidate does not enroll as indicated above, the candidate must request reentry into the program by contacting the Chair of Graduate Programs. The Chair of Graduate Programs will have the candidate make a written request for permission for readmission into DBA 899 and explain reasons for not complying with the requirement of Fall and Spring dissertation enrollment. The Chair of Graduate Programs will evaluate the request and forward to the Dean of the School of Business for approval.

Dissertation coursework will be assigned a letter grade of "A" through "F" as outlined within the 'Grading Scale' section. Grades earned will be added to the permanent academic record. The permanent academic record in its entirety will be used when evaluating academic probation or dismissal

Upon completion of the dissertation and all appropriate paperwork as specified in the LMU School of Business Dissertation Manual 2019-2020, students will defend their dissertation. When scheduling a dissertation defense, students should refer to the LMU School of Business Dissertation Manual 2019-2020 for date requirements.

### DBA Graduation Requirements

No student will be allowed to participate in Commencement exercises until all degree requirements have been met.

The following requirements must be met for earning the DBA degree:

1. Completion of 57 semester credit hours of approved DBA courses
2. Successful defense of the DBA dissertation
3. A minimum cumulative GPA of 3.0 (B)
4. Completion of all outcomes assessment testing and activities
5. The completion of the DBA degree within seven (7) years
6. Payment of all fees

### Final Evaluation for the DBA Program

As part of the outcomes assessment procedures, students are required to complete the following items prior to graduation:

- An exit interview
- All graduating student surveys

### DBA Program Curriculum

Course Description	Credit Hours
Foundation Classes	
MBA 545 Marketing Management	3
MBA 565 Economics for Decision Making	3
MBA 570 Accounting & Decision Making	3
MBA 575 Contemporary Management & Leadership	3
Core Classes	
DBA 701 Lead. in Organizations: Theory & Practice	3
DBA 702 Global Perspectives & Implications of Busn.	3
DBA 703 Busn. Synthesis & Integration for Comp. Adv.	3
DBA 704 Advanced Theory in Management	3
Concentration Classes	
DBA Concentration Elective	3
DBA Concentration Elective	3
DBA Concentration Elective	3
DBA Concentration Elective	3
Research	
DBA 801 Doctoral Statistics	3
DBA 802 Research Methods I	3
DBA 803 Research Methods II	3
Dissertation	
DBA 899A	3
DBA 899B	3
DBA 899C	3
DBA 899D	3
<b>TOTAL PROGRAM</b>	<b>57</b>

**Management Concentration**

DBA 710 Organizational Culture & Change	3
DBA 711 Organizational Structure & Design	3
DBA 712 Developing Human Resources Management	3
DBA 713 Organizational Entrepreneurship	3

# Carter & Moyers School of Education

## Graduate Programs

### School of Education Accreditation

LMU is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate, baccalaureate, masters, specialist and doctorate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of LMU.

The Carter & Moyers School of Education was granted accreditation at the initial teacher preparation and advanced preparation levels by the Accreditation Council of National Council for the Accreditation of Teacher Education (NCATE) at its October 2013 meeting. NCATE has now transitioned to the Council for Accreditation of Educator Preparation (CAEP).

The initial teacher preparation programs include licensure for Grades K-5; K-12 in visual art and physical education; Grades 6-12 for biology, business, English, chemistry, history, and math. Special education is offered as K-8 and 6-12 interventionist and K-12 comprehensive. Advanced preparation levels include the Master of Education, Educational Specialist, and Doctor of Education programs. Master of Education and Educational Specialist programs offer concentrations in curriculum and instruction, instructional leadership, and educational administration. The Master of Education program also offers concentrations in school counselor licensure and mental health counseling. The Doctor of Education program includes curriculum and instruction, instructional leadership, and higher education.

The CAEP Commission recognized the School's quality by noting that the unit is moving toward target on Standard 6 (Unit Governance and Resources). The Commission cited no areas for improvement relative to any of the NCATE standards, an unusual occurrence for a school seeking accreditation for the first time. As an NCATE institution, the Carter & Moyers School of Education joins an exceptional group of schools that meet rigorous standards set forth by the global professional education community. The next accreditation visit—using CAEP standards—is scheduled for Spring 2020.

The School Counseling Program and Mental Health Counseling Program at LMU are accredited by the Council for Accreditation of Counseling & Related Educational Programs (CACREP). CACREP accreditation is a quality review process that ensures the quality, content, and delivery of counselor education programs. The student can be assured that appropriate knowledge and skill areas are included in training and that the program is stable and meets the highest standards of the counseling profession. The counseling programs received accreditation by CACREP for a full eight-year term effective July 2013.

## Educator Preparation Provider (EPP) Vision and Mission:

The Carter & Moyers School of Education prepares and mentors professional educators of distinction through Values, Education, and Service to be teachers, administrators, school leaders, or other school professionals whose practice will improve student learning.

### EPP Goals are Carter & Moyers School of Education Strategic Plan 2015-2020

- a. Maintain successful accreditation with CAEP and CACREP.
- b. Pursue donor development and fundraising in support of the School's initiatives and graduate student scholarships.
- c. Continue activities which build regional program visibility and school, district, and state partnerships with the School of Education.
- d. Strengthen undergraduate education program enrollment, particularly in secondary education programs.
- e. Develop streamlined systematic comprehensive technology-based processes for tracking graduate program inquirers, applicants, and admits.
- f. Promote a culture of evidence and improvement among all School faculty, candidates, and stakeholders.
- g. Explore opportunities for maintaining adequate faculty resources.
- h. Give priority emphasis to strengthening the school's commitment to diversity and supporting the school's diversity action plan, including the recruitment of diverse faculty and candidates for all School of Education programs.
- i. Improve the visibility and viability of the School and its programs with the implementation of effective marketing and recruitment plans.
- j. Continue the focus on "closing the loop" and program improvement, utilizing appropriate assessment measures and analyses.
- k. Utilize database technologies for tracking program improvement and candidate progress.
- l. Pursue improved recruitment, compensation, orientation, and professional development of adjunct faculty.
- m. Enhance assessment data gathering, storage, and retrieval for all programs.
- n. Develop face-to-face and online training modules for the use of LMU and School of Education technology.
- o. Strengthen field experiences in all School of Education programs.
- p. Maintain and enhance the School of Education website.

- q. Improve the coordination and scheduling of graduate faculty and classes.
- r. Explore the development and implementation of blended courses in all School of Education programs.
- s. Develop department and program outcomes statements for all School programs.

### **EPP Shared Values and Beliefs**

*“Preparing professional educators of distinction to make a positive impact on this generation and the next”* guides the initial and advanced programs’ content, delivery, focus, and emphases for the preparation of professional educators to improve learning and challenge all P-12 students. The EPP Shared Values and Beliefs are aligned to the EPP’s three themes of Values, Education, and Service. Candidates in all programs:

#### 1. Values:

- a. Models leadership practices of Abraham Lincoln
- b. Respects individual rights
- c. Embodies ethical practices and professional responsibility
- d. Embraces changes to improve student learning and advance the profession
- e. Respects and appreciates individual and group differences
- f. Collaborates with other educators, student families and caretakers, and community stakeholders

#### 2. Education:

- a. Commits to equitable and effective teaching and instruction for all students
- b. Engages in and applies research to professional practices
- c. Demonstrates in-depth knowledge of critical concepts of discipline, connections to cross-disciplinary content, and multiple pedagogical strategies
- d. Thinks creatively and critically
- e. Gathers data through multiple assessment strategies to reflect, monitor, analyze, and direct instructional practices
- f. Uses technology to work effectively with stakeholders and to support student learning

#### 3. Service

- a. Believes in and demonstrates servant-leadership
- b. Understands that education is a service to the local and global community
- c. Seeks to serve the needs of local and global community, especially the underserved

### **Unit Commitment to Diversity**

The School of Education recognizes differences among groups of people and individuals based on ethnicity, race, socioeconomic status, gender, exceptionalities, language, religion, sexual orientation, and geographical area. The unit designs, implements, and evaluates curriculum and provides experiences for candidates to

acquire and demonstrate the knowledge, skills, and professional dispositions necessary to help all students learn. Assessments indicate that candidates can demonstrate and apply proficiencies related to diversity. Experiences provided for candidates include working with diverse populations, including higher education, and P-12 school faculty, candidates, and students in P-12 schools.

### **Carter & Moyers School of Education Dispositions**

- A. Demonstrates Effective Oral Communication Skills
- B. Demonstrates effective Written Communication Skills
- C. Demonstrates Professionalism
- D. Demonstrates a Positive and Enthusiastic Attitude
- E. Demonstrates Preparedness in Teaching and Learning
- F. Exhibits an Appreciation of and Value for Cultural and Academic Diversity
- G. Collaborates Effectively with Stakeholders
- H. Demonstrates Self-Regulated Learner Behaviors/Takes Initiative
- I. Exhibits the Social and Emotional Intelligence to Promote Personal and Educational Goals/Stability

## **Professional Certification and Licensure Disclaimer**

Authorization for the University to provide a program for the preparation of teachers, counselors, or administrators in the State of Tennessee and does not guarantee eligibility or reciprocity for certification, licensure, or benefits in any other state. ***It is the sole responsibility of the candidate to be knowledgeable and pursue specific state certification/licensure requirements by contacting their respective state department of licensure; to qualify for the certification, licensure, or benefits; and to apply for the same. LMU holds no responsibility for certification/licensure requirements or benefits in other states.***

### **Alabama Commission on Higher Education Disclaimer Statement<sup>1</sup>**

State authorization to provide a program related to the preparation of teachers or other P-12 school/system personnel does not indicate eligibility for an Alabama certificate. Applicants for an Alabama certificate based on reciprocity must meet Alabama’s test requirements and submit a valid, renewable professional educator certificate/license issued by another state at the degree level, grade level, and in the teaching field or area of instructional support for which an Alabama certificate is sought and for which Alabama issues a certificate. Applicants for Alabama certification in an area of administration must also document at least three years of full-time employment as an administrator in a P-12 school system(s).

<sup>1</sup> For Alabama students [www.alsde.edu](http://www.alsde.edu)

## Graduate Education Information

LMU offers graduate studies leading to the Master of Education degree (MEd), the Educational Specialist degree (EdS), and the Doctor of Education (EdD) degree. The MEd programs offer opportunities to earn degrees in PreK-12 school counseling, clinical mental health counseling (non-school), initial teacher licensure at elementary, secondary level, and special education, curriculum and instruction, educational leadership (non-licensure), or instructional leadership (licensure). The EdS degree provides advanced study in curriculum and instruction, educational leadership, and instructional leadership. Both the MEd and EdS programs offer an approved Tennessee Department of Education Instructional Leadership (IL) Licensure credential program. The Doctor of Education programs offer opportunities to earn degrees in instructional leadership, curriculum and instruction, and higher education. Each program has requirements and regulations unique to that program, but the Academic Council, acting on graduate faculty recommendations and/or on its own initiatives, governs all graduate studies.

All degree programs require candidates to analyze, explore, question, reconsider and synthesize old and new knowledge and skills. The curricula have depth and rigor to develop the specialized skills necessary to prepare candidates for opportunities in a global economy and environment, while encouraging creativity and assisting candidates develop their vision for the future.

### Off-campus Sites and Delivery Formats

In order to expand the possibilities for serving candidates of the Appalachian area and beyond, the School of Education offers graduate programs at the following off-campus sites and delivery formats:

#### Online Program

Degree	Concentration
MEd	CI, EL, IL

*Cedar Bluff Site, 421 Park 40 North Blvd., Knoxville, TN 37923*

Degree	Concentration
MEd	Initial Licensure
MEd	CG
EdS	CI, IL, EL
EdD	CI, IL, HE

*Chattanooga, TN, Chattanooga State Community College, 4501 Amnicola Hwy, Chattanooga, TN 37406*

Degree	Concentration
EdS	CI, IL, EL

*Kingsport, TN, Upper East Tennessee area, Kingsport Center for Higher Education, 300 West Market Street, Kingsport, TN 37660*

Degree	Concentration
MEd	Initial Licensure
EdS	CI, IL, EL

## Academic Information

### Tuition and Fees

A monthly payment plan, which allows candidates to divide tuition and other expenses into 10 or 12 smaller monthly payments—spread over the year, is available. Candidates will be charged a \$65 enrollment fee. There are no interest charges or other costs. Life insurance covering the interest-free monthly payment plan is included at no additional cost. For further information, contact 1-888-572-8985.

Watermark Assessment Fee	\$198.55
Graduation Fee	\$100—MEd \$150—EdS \$450—EdD
Graduate Application Fee	\$50—All Graduate Programs
Clinical Experiences Fee when Student Teaching	\$300—MEdITL Cooperating
Teacher Fee	(EDUC 591) \$300—MEdITL edTPA Fee (EDUC 570 - \$150, EDUC

571 - \$150)

*Tuition and fees are adjusted annually. There is no out-of-state tuition differential.*

### Maximum Program Completion

Students who enter the MEd or EdS, graduate program must complete their studies for their graduate degree within seven years after initial registration. An extension may be requested of the Program Director for personal or professional reasons.

### Time Restrictions/Limitations

Requirements for graduate education degrees, with the exception of the Doctor of Education, must be completed in no less than one year and within seven years of initial graduate enrollment. Candidates in the doctoral program have five (5) years from the time of initial enrollment to complete all degree requirements. Any exception to this policy requires approval of the Dean of the School of Education.

### Applicable Catalog

The candidate must meet the requirements of the Graduate Education Catalog in effect at the time of entry into the program. In no case will a candidate be permitted to meet the requirements of a Graduate Education Catalog in effect prior to initial graduate program enrollment.

### Transfer Graduate Credit

At least one-third of the credit hours required for a graduate or a post-baccalaureate degree are earned through instruction offered by the institution awarding the degree. Due to the unique structure of the Master's, the Education Specialist, and the Doctor of Education degrees, transfer credit is considered on a very limited basis and must be approved and accepted by the Chair of the Graduate Education Department. A maximum of six credit hours may be applied to the MEd and EdS programs. A maximum of nine credit hours may be applied to the EdD degree.

### Correspondence Study/Prior Learning Credit

No graduate credit is accepted by LMU for work completed by correspondence or through any program awarding credit for prior non-college sponsored learning.

### Graduate Credit for Undergraduate Seniors

The LMU candidate who has not completed all requirements for the baccalaureate degree may be eligible for master-level graduate study as an undergraduate senior. The candidate must have an overall GPA of at least 3.0 and must be within 15 semester credit hours of completing the total credit hours required for the baccalaureate degree. Course credit used to meet baccalaureate degree requirements may not be used to meet graduate degree requirements. To enroll for graduate courses under this provision, a candidate must adhere to the regular admission procedures and secure the written permission of the Dean of the School of Education.

### Candidate Work and Class Attendance

Candidates are expected to attend, participate, and actively engage in classes as scheduled and meet all requirements of the course as outlined in the course syllabus in order to receive a passing grade. All course examinations must be completed. Final examinations are administered the last week of the term.

### Grading System

A candidate receives a grade for most registered coursework (except Audit). Grades are indicated by letters and assigned quality points as shown below. Credit toward a degree program will be granted only for courses in which a grade of "C" or better is earned. See individual program requirements concerning satisfactory progress.

*A grade of B- is the minimum grade a candidate can receive to successfully pass an LMU doctoral course.*

Grade	Definition	Per Semester Hour
A	Superior (Quality of work exceptional)	4.00
A-	Excellent (Quality of work above course expectation)	3.67
B+	Very Good (Quality of work better than satisfactory)	3.33
B	Good (Quality of work satisfactory)	3.00
B-	Average (Quality of work meets minimum requirements)	2.67
C	Minimum passing grade (Unsatisfactory graduate-level work)	2.00
F	Fail	0.00
I	Incomplete; work must be completed within the first six weeks of the next semester; otherwise, the grade automatically becomes an "F" unless an extension is granted by the Dean of the School of Education	
IP	In Progress; only given in clinical coursework to complete required hours for licensure	
NC	No Credit; allows for a later grade with no penalty to the student	

AU	Audit
WD	Withdrawal
P	Pass; carries credit but no quality points

Some graduate courses are graded P-Pass/F-Fail and are identified under "Course Descriptions."

The student's Grade Point Average (GPA) is determined by the total number of letter-graded (A-F) semester credit hours attempted (not the number of semester credit hours passed).

### Probation Status

#### Master of Education (Initial Teacher Licensure and Special Education)

In areas where the reader requires clarification or specificity, the reader is directed to the student program handbook for clarification. The handbook takes precedent in any appeal of an interpretation.

Candidates must earn a "B" or higher in all core courses as defined by the student handbook. If students do not maintain a "B" or higher, the student may be suspended from the program and/or a developmental plan may be required.

#### Master of Education (Counseling)

Probation constitutes a warning of insufficient progress. In order to remain in good academic standing, the graduate student must earn grades of "B-" or better for all coursework. **A grade of "C" or lower is considered unsatisfactory graduate-level work and constitutes probationary status in the Counseling Program. A second grade of "C" or lower will result in dismissal from the Counseling Program.**

#### Master of Education (CI, EL, IL) and Educational Specialist Programs.

Probation constitutes a warning of insufficient progress. In order to remain in good academic standing, the graduate candidate must maintain a GPA of 3.0 (B). The GPA considered for academic progress is the GPA of the current program. The GPA from previous degrees at LMU may not be averaged into the current GPA. Any candidate whose cumulative GPA falls below a 3.0 in a given semester is placed on probation the following semester and an improvement plan is developed by a committee consisting of a Professor, Chair of the Program, Associate Dean, and the candidate. A candidate whose cumulative GPA falls below a 3.0 (B) for two successive terms must have permission from the Chair of Graduate Education to continue in the program. The candidate may appeal to the Dean of the School of Education to continue in the program. Any MEd (CI, EL, IL) or EdS candidate who receives a grade of "F" in a course will be suspended from the program for the remainder of that academic year.

#### Doctor of Education Program.

A grade of "B-" is the minimum grade a candidate can receive to successfully pass a course in the Doctoral Program. If a candidate receives a "C+" in a class the Doctoral Program Director places that candidate on academic probation. To remove the probationary status, the

candidate must retake the class and earn at least a “B-” after which he or she can continue taking the prescribed subsequent courses. If a candidate receives a “C+” in either a quantitative or qualitative research course, the candidate will not be allowed to take the comprehensive exam and may not enroll in dissertation hours until he or she has repeated the course and has earned at least a grade of “B” for that course. After successfully completing the research courses, each doctoral candidate must pass a comprehensive exam before beginning work on his or her dissertation. Any candidate who receives either a second “C+” or a single grade lower than a “C+” in any course will be dismissed from the doctoral program. For EDLC 899 Independent Dissertation Research hours, adequate progress will be marked by a grade of A. Inadequate progress at the end of the term will be marked by a grade of B-; after the first term in which a candidate is marked with a B- in EDLC-899, the candidate must, in addition to completing the 899 Planning form, write a memorandum articulating in detail his or her understanding of what each goal entails, and what he or she expects to submit to meet each goal. A second term of inadequate progress shall be marked by C, and result in a candidate’s dismissal from the program. No other grades shall be used for EDLC-899/Independent Dissertation Research coursework.

#### **Appeals Procedure for Probation, Suspension, or Dismissal from the Program**

A candidate who is placed on probation, suspended, or dismissed from any program and feels that the probation, suspension, or dismissal is unfair has a right to appeal. The candidate who wishes to appeal a probation, suspension, or dismissal has 10 days from the postmark on the letter of notice to present the appeal in writing to the Chair of Graduate Education, who will review the appeal. At that time, the Chair can deny or grant the appeal; if the appeal is denied, the candidate may request in writing, within 5 days from the time they receive the letter, an appeal of the Chair’s decision. The Chair of Graduate Education will forward this letter of appeal to the Chair of the Appeals and Grievance Committee for the School of Education, who will set up an appeal hearing. The Chair of the Appeals and Grievance Committee and the candidate must inform each other of all attendees who will be at the appeal hearing. Should the decision of the Appeals and Grievance Committee be unsatisfactory to the candidate, a meeting with the Chair may be requested. The Chair and the candidate must inform each other of any additional attendees to the meeting. The candidate may continue this appeal to the Dean of the School of Education for a decision. The candidate may continue this appeal to the Vice President for Academic Affairs. The decision of the Vice President for Academic Affairs is final.

#### **Complaint and Grievance Procedure**

A grievance is defined as an alleged violation of a specific policy or procedure in the catalog or student program handbook. A complaint is defined as a

disagreement with a decision or action made by the faculty or staff.

In addition to the formal Academic Appeals Policy, a process exists for addressing other complaints and grievances. Should a degree candidate feel that he or she has a complaint or grievance about her or his educational experience at LMU that has not been satisfactorily addressed by course instructor or staff, the candidate is encouraged to submit the complaint in writing to the respective program director. Prior to submitting the complaint or grievance with the program director, written documentation must be provided that the candidate has met with the instructor or staff. The program director will then meet with the candidate with the goal of generating a resolution of the complaint. If the candidate is not satisfied with the results with the program director, the candidate may make a written complaint to the Chair of Graduate Education, who will review and render a decision. If the candidate is not satisfied with the decision, the candidate may submit the complaint to the Chair of the Appeals and Grievance Committee for the School of Education, and then, if needed, advance the complaint to the Dean of the School of Education, who will then review the matter. If the candidate is not satisfied with the results of addressing the complaint with the Dean, the candidate may continue this complaint to the Vice President for Academic Affairs. The decision of the Vice President for Academic Affairs is final.

**Note:** If a candidate is engaged in an appeal process that would conceivably maintain his or her continuation in the program, the candidate will be allowed to continue taking coursework until the appeal process has been completed. However, if an unsuccessful appeal results in a candidate’s disqualification from continuing coursework, the candidate may not receive credit or reimbursement for courses that occurred during the term of the appeal.

#### **Repeating Graduate Education Courses**

Graduate Education candidates can repeat courses only once. Both attempts will remain a part of the permanent academic record. Only the most recent grade will be used in computing the cumulative GPA.

#### **Graduate Education Candidate Course Load**

The maximum course load for an MEd or EdS candidate is nine (9) to twelve (12) credit hours as defined by the candidate’s program of study. For financial aid purposes, the federal government considers nine (9) semester hours as a full-time course load for graduate candidates.

For financial aid purposes, full-time EdD candidates are those who enroll in at least six (6) credit hours per term (summer, fall, and spring). Part-time candidates are those who enroll in fewer than six (6) credit hours. A typical course load for doctoral candidates is either six or nine hours per term. Candidates must maintain continuous enrollment in the program as a full- or part-time candidate until they complete all graduation requirements. Failure to do so shall result in administrative withdrawal.

Course load requirements for international candidates differ from those in place for domestic candidates. Accordingly, international candidates, working in tandem with system-level personnel, must ensure their program of studies adheres to the requirements that are in place upon their admission to the program.

### **Registration/Advisement**

New MEd and Educational Specialist (EdS) candidates are required to attend a registration event. The registration session provides candidates with critical information for progressing through each degree program. The information includes admission, program, and exit requirements. Program faculty are accessible throughout the program for academic advisement. MEd and EdS IL candidates will be assigned a practicum mentor.

New Doctor of Education cohort group members benefit by having a major professor assigned to them with whom they can consult and from whom they can obtain guidance. Each new member must attend a comprehensive orientation session designed to provide information on policies, technologies, and various leadership foci.

### **Program of Study**

The program of study consists of a combination of theoretical study and practical experiences that best prepare the candidate for the selected area of interest. Although the minimum number of credit hours required for graduation is determined in accordance with the program as listed in the Graduate Education Catalog, it should not be construed as indicating a maximum number of credit hours for any particular candidate.

### **Graduation Requirements**

No candidate will be allowed to participate in commencement exercises until he or she has met all degree requirements. The following requirements must be met before earning the degree:

- completion of the credit hours specified in the approved program of study;
- a minimum cumulative GPA of 3.0 (B);
- payment of all fees; and
- adhere to Institutional Research Board policies before and while conducting research that involves the collection of data on human subject.

The following degree-specific requirements also apply:

- a passing score, as defined by the State of Tennessee, on edTPA© (MEd ITL)
- a passing score on the School Leadership Licensure Assessment (SLLA) (Leadership Licensure);
- satisfactory exit interview (EdS Degree);
- a passing score on the comprehensive examination (MEd and EdD degrees);

Graduate candidates must file an Intent to Graduate form and submit graduation fees to the program office by the dates set by the registrar for each semester.

### **Doctor of Education Graduation Policy.**

No candidate may participate in commencement or graduation (or receive approval for program completion) until he or she has met all degree requirements, including the submission of the dissertation signature page and the approved dissertation (ready for upload to ProQuest). The Director will send the final copy of the dissertation with the dissertation signature page to the Graduate Office for the Dean's signature. After the Dean completes the signature page, the candidate's name will be placed on an approved graduation list. The Dean's office will transmit the approved graduation list to the University Registrar. *Candidates who cannot meet the deadlines set by the School of Education and the Registrar will continue to work on their dissertation until an acceptable version is approved (within five years of initial enrollment).*

Candidates must have filed, completed and signed Form 9 – Intent to Graduate; form must be filed to the registrar by October 1 for December graduation, March 1 for May graduation and June 15 for summer conferral. Candidates who have not successfully passed their dissertation defense may not file an Intent to Graduate Form. Candidates must have successfully completed their Program of Study, successfully passed their dissertation defense, and be in good standing with the university. Candidates must have completed all final revisions, closed out the study with the IRB, submitted the dissertation to ProQuest, and have completed and signed Form 11 with all necessary signatures.

### **Second Master's Degree Requirements**

A maximum of twelve (12) semester credit hours of graduate credit earned from the first master's degree may be applied toward the second degree provided that the courses are appropriate for the second master's degree (as determined by the Chair of Graduate Education and/or the Dean of the School of Education). The credit must be from LMU and must have been earned within the last five years.

### **Financial Aid Policies and Procedures**

#### **Satisfactory Academic Progress for Financial Aid—Graduate Education Programs**

Federal regulations require that all candidates who receive federal financial aid make progress toward a degree. All colleges must have policies that ensure candidates are making this progress both qualitatively and quantitatively. At LMU, we have established the following SAP policy that will be reviewed following each semester, including the summer term.

**Master of Education Program.** Candidates may attempt a maximum of 49 credit hours in pursuit of their 33 credit hour MEd Curriculum & Instruction, Instructional Leadership, or Educational Leadership degrees. In the MEd Clinical Mental Health Counseling program, candidates may attempt a maximum of 90 credit hours in pursuit of their 60-credit hour program. In the MEd School Counseling program, candidates may attempt 72 credit hours in pursuit of their 60-credit hour program. In the MEd Initial Licensure degree program, candidates may



attempt a maximum of 63 credit hours in pursuit of the 42-credit hour degree program.

**Educational Specialist Program.** In the EdS program, candidates may attempt a maximum of 45 credit hours in pursuit of their 30-credit hour degree program. Any candidate who attempts hours beyond this mark is ineligible for financial aid.

**Doctor of Education Program.** EdD candidates who are pursuing a single concentration (i.e., a 48-hour degree) may attempt up to 72 hours in that effort, and those who are pursuing a double concentration (i.e., a 64-hour degree) may attempt up to 96 hours. However, candidates must complete their EdD within five (5) years from their initial acceptance into the program.

All EdD candidates who receive federal student aid must earn 67% of the cumulative hours they attempt (rounded to the nearest whole number). For example, a candidate who attempts 6 hours in the fall and 9 hours in the spring must have earned 9 hours of credit for that academic year. Failing a class or withdrawing from a class, whether passing or failing, can affect SAP. Additionally, only transfer courses accepted and applied toward academic programs at LMU count both as attempted and earned hours. Incomplete grades will not count against attempted hours until a grade is recorded or the candidate is withdrawn from the course(s).

Candidates must also earn a certain cumulative GPA determined by their academic program to maintain financial aid SAP. In the Graduate Education programs, a candidate must maintain a minimum of a B (3.0 GPA) average in all of his/her coursework.

International candidates need to work with the appropriate system-level resources to ensure they are in compliance with requirements related to financial assistance.

## General Admission Requirements

### Categories of Admission: Masters and Educational Specialist Programs

Admission to the Master's and Educational Specialist programs is possible in four categories.

1. **Regular graduate student status.** Applicants with credentials indicating adequate preparation and ability to complete the program successfully may receive regular student status.
2. **Non-degree or transient student status.** Persons otherwise qualifying for admission to graduate studies but not seeking admission to the degree program are classified as non-degree or transient. Individuals wishing to pursue graduate study at LMU in this classification must submit an Application for Admission. Non-degree or transient candidates who decide to change their status to degree seeking must then petition the Graduate Admission Committee for admission as degree-seeking candidates. The applicant must follow the process outlined for regular graduate student status.

The non-degree or transient student who wishes to become a regular graduate student may apply up to nine (9) semester credit hours earned while in non-degree or transient status. Course credit transferred from non-degree to degree must have a grade of at least "B" and be relevant to the degree sought and the approved program of study.

3. **Conditional student status.** Under special circumstances, a person who does not meet the requirements for admission but who feels strongly that he/she can do graduate work may be allowed conditional status. In this category, candidates may take no more than six (6) semester hours of graduate coursework from their planned program within the conditional semester and earn no grade less than "B." A grade less than "B" disqualifies the candidate from full graduate admission.
4. **Auditor status.** The candidate wishing to audit courses may enroll by completing an Application for Admission form, registering for the course, and paying the appropriate fees. An "AU" notation will appear on the academic transcript signifying that the course was taken for audit, not for credit. Examinations are not required; grades are not earned; and credit is not awarded for courses audited.

### Categories of Admission: Doctorate of Education Program

1. **Provisional.** Applicants may be admitted to the doctoral program on a provisional basis. In this case, the admissions committee has determined that the admissions package is missing one or more of the required documents (e.g., GRE scores; transcripts; writing sample; etc.). In order to move from provisional to full graduate status, the candidate must ensure that the admissions committee has access to all materials that are required to make informed decision regarding program admission. Candidates admitted on a provisional basis must work to obtain full graduate status by the end of the second term of their program of studies. Candidates entering with a provisional status often do so as a result of not having completed the Graduate Record Examination (GRE). To assist candidates in their preparation for this examination, LMU has developed a collection of GRE study materials and will facilitate and support study groups. If a candidate on provisional status due to the absence of GRE scores completes the examination but fails to obtain scores that meet the program's required level of performance, he or she will be placed on conditional admittance and subject to the assessment process in place for an admission of this type.

2. **Conditional.** Applicants may also be admitted to the doctoral program on a conditional basis. An assignment of this status indicates that, although all mandatory admissions paperwork has been duly submitted, one or more criteria required for program admission have not yet been met. Conditional status is often accorded as a result of GRE scores that do not meet the program's required level of performance. Candidates who enter with a conditional status will have their research papers, assignments, and other artifacts from their first two terms of study subject to review by two faculty members as well as the dissertation reviewer. This review will occur at the end of the second term of coursework. Given that this review indicates, in the opinion of the faculty, the candidate has the required knowledge and skills to successfully complete the program, his or her admission will be changed to reflect full graduate status. In the event the candidate requires additional academic development, a faculty member will work with the candidate until that point in time when, following a second review by the doctoral faculty, it is determined that the candidate is prepared to successfully complete program requirements.
3. **Full Graduate Status.** Candidates who have successfully met all program requirements upon admission are accorded full graduate status.

### Graduate Education Program Offerings

Graduate Education programs offer courses that lead to the Master of Education (MEd); Educational Specialist (EdS); and Doctor of Education (EdD) degrees. Courses are also offered in special areas of professional educational needs in the LMU service area.

Some graduate degree programs can be coordinated to secure both licensure and the graduate degree. However, licensure requirements are determined by the Tennessee State Board of Education and are subject to change at the discretion of that Board. The licensure requirements in effect at the time of program completion are the requirements for licensure recommendation.

The LMU graduate program provides licensure opportunities in the MEd or EdS programs in these areas:

1. Instructional Leadership (MEd and EdS)
2. PreK-12 School Counseling (MEd)
3. Clinical Mental Health Counseling (MEd)
4. Elementary or Secondary Initial Licensure (MEd)
5. Special Education (MEd)

### Degree Application Procedures

Application procedures are specific to each degree program. The table below lists the degrees and the respective pages on which the application processes exist for each program.

Degree	Notes	Reference
Master of Education (CI, EL, IL) Degree	Two-step process & DAP Interview	<a href="#">Degree Application Procedures</a> in the MEd CI, EL, IL Program section of this document
Master of Education (Teaching and Adult Learning (TAL))	Two-step process	<a href="#">Degree Application Procedures</a> in the MEd TAL Program section of this document
Master of Education (Initial Teacher Licensure)	One-step process and DAP Interview	<a href="#">Degree Application Procedures</a> in the MEd ITL Program section of this document
Master of Education (Counseling)	Two-step process and DAP Interview	<a href="#">Degree Application Procedures</a> in the MEd CG Program section of this document
Instructional Leadership Concentration	Admissions Portfolio and DAP Interview	<a href="#">Program Application and Admission (Enrollment is limited.)</a> in the Instructional Leadership section of this document
Educational Specialist	Two-step process & DAP Interview	<a href="#">Degree Application Procedures</a> in the EdS Program section of this document
Doctor of Education	Two-step process	<a href="#">Application Process</a> in the EdD Program section of this document

### Master of Education

The MEd degree provides professional preparation in education and other closely related fields, thus, serving public school personnel, agency counselors, and individuals in educational roles within non-school settings. The candidate may choose an area of emphasis from the following:

- Counseling (School and Clinical Mental Health)
- Curriculum and Instruction (CI)
- Instructional Leadership (IL) – Leading to Initial Tennessee Leadership license
- Educational Leadership (EL) – Leadership program not leading to initial Tennessee licensure. This emphasis is suitable for out-of-state candidates, Higher Education Personnel, candidates already holding Tennessee Leadership License, or practitioners seeking improvement with best practices in organizational leadership or innovative practices in strategic school improvement.
- Elementary or Secondary Education (Initial Licensure program)
- Special Education

**Educational Specialist**

The EdS degree provides professional preparation in education and other closely related fields, thus, serving public school personnel, agency counselors, and individuals in educational roles within non-school settings. The candidate may choose an area of emphasis from the following:

- Curriculum and Instruction (CI)
- Instructional Leadership (IL) – Leading to Initial Tennessee Leadership license
- Educational Leadership (EL) – Leadership program not leading to initial Tennessee licensure. This emphasis is suitable for out-of-state candidates, Higher Education Personnel, candidates already holding Tennessee Leadership License, or practitioners seeking improvement with best practices in organizational leadership or innovative practices in strategic school improvement.

**Doctorate of Education**

The program is designed to develop exemplary educational leaders accomplished through rigorous academic training which challenges practitioners to make a positive impact on this generation and the next. The candidate may choose an area of emphasis from the following:

- Curriculum and Instruction (CI)
- Instructional Leadership (IL)
- Higher Education (HE)

**Admission to Graduate Education Studies**

The candidate must submit:

1. An application for Graduate Studies, with the required \$50 application fee and
2. One (1) official transcript of all previous undergraduate coursework from accredited institutions

Pursuant to Tennessee Code Title 49-5-5610, all students wishing to enter approved teacher training programs (or any candidate required to go into PreK-12 settings) shall be required to supply a fingerprint sample and submit to a criminal history records check to be conducted by the TBI and the FBI.

For counseling concentrations, the following is also required for admission to Graduate Education Studies: three recommendation forms, a personal interview, and a personal statement.

The program director approves admission to the program and assigns an advisor/mentor.

**Admission to Degree Candidacy**

After having successfully completed no more than three courses (9 semester hours), the candidate must apply for degree candidacy. Admission is based on an evaluation of all application materials submitted. Criteria used are employment experience, professional potential, previous academic work, recommendations, and test scores. Candidates submit the following:

1. An Application for Degree Candidacy for the MEd degree and declare a concentration area of emphasis; and
2. Scores from either the Praxis Principles of Learning & Teaching test, the GRE, or the Miller Analogies Test within the last five years (MEd ITL candidates may also take the ACT or Praxis Core Academic Skills for Educator exam).

Equivalent score requirements are:

Praxis Test Principles of Learning & Teaching	K-6	160
	5-9	160
	7-12	157
Graduate Record Exam	Verbal 144	Quantitative 140
Miller Analogies Test	32 (paper test)	88 (computer-based test)
ACT		22
Praxis Core		Math – 150 Reading – 156 Writing - 162

Note: Instructional Leadership Licensure candidates submit admission portfolio in lieu of admission test.

3. Test of English as a Foreign Language (TOEFL)—Required of all international candidates, unless they are graduates of an American university or they originate from a country whose primary language is English. The following are the minimum required scores: 550 (paper test); 79 (Internet test); 213 (computer-based test);
4. Three completed Graduate Program Recommendation Forms from professionals in the field who are familiar with the candidates’ work and ability and can, therefore, evaluate their potential for success in the graduate program; and
5. An advisor-approved Program of Study.

Upon completion of these requirements, the candidate’s credentials will be presented to the Graduate Admission Committee for consideration for admission to degree candidacy. LMU reserves the right to deny admission due to immoral conduct.

A transfer applicant must follow the same procedure for admission and must be in good standing and eligible to continue the program of the previous institution. Exception to this policy can be made only by the Graduate Admission Committee (see Transfer Graduate Credit section for more information).

Candidates applying for readmission must apply in writing to the School of Education Office. The file will then be reviewed and submitted to the Graduate Admission Committee for appropriate action.

## **Comprehensive Examination**

The written comprehensive examination for the MEd programs allow each candidate as much as four hours to address the questions involved. The examination is comprised of questions and/or case studies encompassing the program of study and one question addressing the candidate's philosophy of education for Curriculum and Instruction, Educational Leadership, Initial Licensure, or Counseling candidates. The SLLA is required for Instructional Leadership (IL) concentrations in lieu of the comprehensive examination. The comprehensive examination must be scheduled the last semester of required coursework for the MEd degree in order to fulfill all requirements for the degree. Candidates are not allowed to sit for the exam prior to the last semester of required coursework. Upon successful completion of all required coursework and the comprehensive exam, the degree will be conferred.

- a. **Philosophy of Education**—An important part of the comprehensive exam is the written statement expressing the candidate's philosophy of teaching and learning. It is the first question of the exam and is entitled My Philosophy of Education. The candidate's response should be three to five pages in length.

### **Counseling Philosophy Question**

The Counseling candidate's response to the first exam question should be entitled My Philosophy of Counseling. It should include, but not necessarily be limited to:

- a) A summary of the characteristics/approaches/values of three major counseling approaches, including the major theorist(s) associated with each approach;
- b) The student's identification of one of those approaches (or a well-defined combination thereof) as their approach of choice, with a clearly articulated set of reasons for that choice, including applicability/usefulness with certain student/client populations; and
- c) Identification and explanation of areas the candidate perceives to be particularly significant in the practice of counseling (e.g., key ethical/legal issues, factors in building a therapeutic alliance with students/clients, the importance of self-care for counselors, etc.)

### **Curriculum and Instruction Philosophy of Education Question**

What is your personal philosophy of teaching and learning? Your philosophy should be comprehensive (broad and understandable), consistent (parts should not contradict), and workable (operational and practical).

- a) What is your personal philosophy of teaching and learning? Your philosophy should be comprehensive (broad and understandable), consistent (parts should not contradict), and workable (operational and practical).
- b) Thoroughly explain your beliefs about teaching and learning and how your philosophy has

evolved throughout the LMU program. Relate your beliefs to at least two of the major philosophers in education. Share how these philosophies have shaped your thinking.

- c) Discuss how your personal philosophy of teaching and learning is evidenced in your practice. Whether you are leading teachers in curriculum development and implementation or teaching in a classroom setting, explain how your philosophy impacts your educational decisions and the pedagogical strategies. Use specific examples to illustrate your discussion.

### **Initial Licensure Philosophy of Education Question**

What is your personal philosophy of teaching and learning? Your philosophy should be comprehensive (broad and understandable), consistent (parts should not contradict), and workable (operational and practical).

- a. Thoroughly explain your beliefs about teaching and learning. Relate your beliefs to at least 3, but not more than 5, of the major philosophers in education. Be specific in the explanation of "how" these philosophies have shaped your thinking.
- b. Explain how your personal philosophy of teaching and learning is evidenced in your work. Whether you are a classroom teacher, an aide in the classroom or not currently working in a classroom setting, explain how your philosophy impacts, or will impact, the educational decisions you make and the strategies you use. Use specific examples to illustrate your discussion.

### **Educational Leadership Philosophy of Education Question**

Write your personal philosophy of educational leadership. Your philosophy should identify the components of your vision for learning, your application of best practice, your influence on professional growth, your involvement of the community in that vision, your involvement of faculty and staff in managing the organization, your incorporation of integrity and ethics in all decision-making, and how you address equity issues regarding diverse student and community groups. This philosophy should include but not be limited to the above, be written in first person, and should answer the following:

- a) What is your philosophy of educational leadership and what are influences that ground your philosophy? Identify major classical philosophers, educational theorists, writers and practitioners, historical leaders, and/or personal examples (be specific, concise, and brief).
- b) Describe how your philosophy of leadership informs, or affects, the culture of the educational setting and the following relationships: relationships between administration and faculty; faculty to faculty interaction; faculty and student interactions; student to student relationships; leader to parent; and leader to community relationships.

- c) How does your philosophy guide communication and collaboration with all stakeholders to share your vision, mission, and goals for continuous improvement in teaching and learning, continuous improvement for students, and professional learning and growth?
- d) Case Studies - Case studies selected for their relationship to the standards and objectives of the courses taught in the Master of Education program will constitute the bulk of the comprehensive exam. A combination of complex cases and in-basket type cases will make up the exam content.

Candidates who do not pass the final evaluation may retake the comprehensive examination the following semester. Candidates who are not successful on the second attempt will be required to take additional coursework as prescribed by the Dean of the School of Education before retaking the exam.

### Major Areas of Study

In addition to meeting the specific major area requirements, each degree-seeking graduate candidate must include Foundations of American Education (EDUC 501) and Educational Research and Statistics (EDUC 511) in his/her program.

Programs of study which reflect state endorsement requirements are available from the Graduate Office. Counseling degree candidates substitute Foundations of School Counseling (CG 508) or Foundations of Mental Health Counseling (CG 509) for the EDUC 501 requirement.

### Counseling

#### Mission Statement

The Counseling Program has as its primary mission the preparation of culturally and ethically competent counselors to serve the historically underserved peoples of the Appalachian region and increasingly interlinked global community beyond. Program graduates will be able to utilize psychological principles, developmental understandings, and counseling techniques in a strengths-based solution-focused paradigm to assist candidates and clients with the best opportunity to achieve healthy functioning in the areas of educational, personal, social, and vocational development.

Program offerings, service learning activities, and field experiences are designed to encourage personal, professional, and social growth. Graduates of the Counseling Programs are prepared to provide counseling and consultation services in school, mental health, or community agency settings and are eligible to stand for licensure or certification in their respective area of specialty.

#### The Program

The purpose of the CACREP accredited program in Counseling is to prepare candidates for effective performance in professional positions in counseling in school and non-school settings. The prospective candidate should consult the Program Director of the Counseling

Program prior to enrollment regarding the appropriateness of this curriculum to his or her situation and professional objectives. The program places heavy emphasis on the interpersonal and helping relationship and requires considerable commitment on the part of the candidate. Once admitted, the candidate must consult with his or her faculty advisor concerning proper sequencing of courses and licensure requirements.

The Counseling program combines academic preparation in the areas of counseling and guidance and research with practica and internship assignments. Emphasis areas are available in either PreK-12 School Counseling or Clinical Mental Health Counseling. Candidates in the two concentrations (PreK-12 School and Clinical Mental Health Counseling) must take the Common Counseling Core, which consists of the following 36 credit hours:

#### Counseling Common Core

(All are 3 credit hours.)		credit
		hours
CG 501	Professional Orientation and Ethics in Counseling	3
CG 521	Career Counseling	3
CG 531	Social and Cultural Aspects of Counseling	3
CG 541	Counseling Skills	3
CG 581	Human Growth and Development	3
CG 593	Practicum in Counseling	3
CG 611	Counseling Theories	3
CG 621	Crisis Intervention and Consultation	3
CG 631	Group Counseling	3
CG 662	Psychopathology	3
CG 671	Assessment in Counseling	3
EDUC 511	Educational Research and Statistics	3

In addition to this common core of counseling classes, candidates are required to take courses within their concentration as follows:

#### PreK-12 School Counseling

The PreK-12 School Counseling concentration has been designed to meet all the academic requirements for licensure as a PreK-12 Counselor in the state of Tennessee. The PreK-12 School Counseling concentration is a total of 60 credit hours, consisting of the 36-credit hour Counseling Common Core with an additional 24 hours of specialization in PreK-12 School Counseling, as follows:

#### **PreK-12 School Counseling Concentration Specific Classes** 24 Semester Cr. Hrs.

CI 501	Curriculum, Instruction, & Assessment	3
CI 516	Motivation Theory & Classroom Management	3
CG 508	Introduction to School Counseling	3
EDUC 501	Foundation of American Education	3
CG 698	Internship and Seminar in School Counseling	6

**Additional PreK-12 Licensure Program Requirements**

- The Internship/Practicum requirement consists of 700 clock hours of field-based experience (Practicum—100 hours; Internship—600 hours). Specific requirements for the Internship and Practicum courses can be found in the Internship/Practicum Application packets. Candidates are required to be covered by insurance provided with an American Counseling Association student membership. Candidates are responsible for obtaining their own personal ACA Student Membership.
- The State Department of Education requires candidates to pass the Praxis Specialty Area Test in School Counselor with a score of at least 156 to be eligible for licensure as a PreK-12 School Counselor in Tennessee. Candidates in other states are responsible for following the licensing policies of their respective governing boards.

**Clinical Mental Health Counseling (Non-School)**

The focus of the Clinical Mental Health Counseling concentration is to prepare counselors as leaders with the knowledge, skills, proficiencies, and dispositions to meet the changing counseling needs of clients in the community agency and mental health settings. The purpose of the program is to prepare candidates for effective performance in professional positions in counseling as encountered within community settings. In addition to the aforementioned 36 core hours, candidates will be required to complete the following:

**Clinical Mental Health Counseling Concentration Specific Classes 24 credit hours**

	<b>Cr. Hrs.</b>
CG 509 Foundations of Mental Health Counseling	3
CG 551 Personality and Mental Health	3
CG 651 Evidence-based Treatment and Treatment Planning	3
CG 669 Psychopharmacology for Counselors	3
CG 699 Internship and Seminar in Mental Health Counseling	6
CG/EDUC Two Electives (3 credit hours each)	6
<b>TOTAL</b>	<b>24</b>

**Additional Clinical Mental Health Counseling Licensure Requirements**

Graduates of LMU’s Clinical Mental Health Counseling program will satisfy the State of Tennessee’s academic coursework requirements for licensure in professional counseling (LPC). After graduating, candidates must pass a national counselor certification test

(NCE) and complete 3000 supervised post master’s clinical hours prior to LPC licensure, as stipulated by the related Health Licensing Board. Candidates majoring in Clinical Mental Health Counseling are required to be covered by insurance provided with an American Counseling Association student membership. Candidates are responsible for obtaining their own personal ACA Student Membership.

**Master of Education – Online Cohort**

The MEd Online Cohort Program is a 33-semester hour program designed to extend and expand the candidate’s level of professional competence beyond that attained at the bachelor’s level, to bring the candidate up to date on master’s level information relevant to the field of specialization, to stimulate the candidate to read and understand research in the field of specialization, and to prepare the candidate for leadership roles.

**Curriculum and Instruction**

**Mission Statement**

The mission of the Curriculum and Instruction program is to prepare professional teachers as leaders with the knowledge, skills, proficiencies, and dispositions essential to meet the needs of an ever-changing and increasingly global society through quality instruction and collaborative experiences.

**The Program**

The purpose of the concentration in Curriculum and Instruction is to provide opportunities for candidates to develop new skills, update knowledge, and engage in professional development. The program will provide opportunities for candidates to explore their roles as teachers in a changing society and to continue to develop their skills in working with school-age students. Candidates with this concentration normally are licensed teachers.

The degree requirements include 33-semester credit hours of successful coursework. A Program of Study must be filed after official written notification of admission to graduate studies has been received.

<b>Core Courses:</b>	<b>Cr Hrs</b>
EDUC 501 Foundations of American Education	3
EDUC 511 Educational Research and Statistics	3

**Concentration Area:**

CI 501 Curriculum, Instruction, and Assessment	3
CI 516 Motivational Theory and Class Management	3
CI 512 Educational Practice and Innovation	3
IL 541 School Community Partnerships in a Diverse World	3
EDUC 551 Supervision for Teaching and Learning	3
CI 517 Motivational Theory Field Experience	3
CI 513 Educational Practice Field Experience	3
CI 509 Content Literacy	3

CI 510 School Supervision and Literacy Action Research	3
<b>TOTAL</b>	<b>33</b>

**Coursework Completion Policy:**

In online courses, 100% of the course content, instruction and assessments are delivered online through blackboard and VIA. No face to face meetings are required. Candidates are expected to complete the modules by the dates specified. Discussion board participation as described in the modules is also required. Candidates are expected to log in to blackboard frequently. Candidates may also work at their own pace and may complete modules ahead of the due date but late work is subject to a reduction in assignment points.

**Instructional Leadership (IL) Leading to Initial Tennessee Licensure**

**Mission Statement**

The mission of the IL program is to prepare educational leaders with the ethics, knowledge, skills, proficiencies, and dispositions essential to meeting the changing educational needs of society.

**The Program**

The program is designed to license school administrators based on State Board policy and standards. In order to be eligible for the program, a candidate must have:

- a valid Tennessee Teacher License
- two years successful educational experience
- basic computer skills
- a completed Recommendation for Consideration by a practicing administrator
- completed the application process

**Program Application and Admission**

All prospective IL license candidates must complete the following requirements.

1. Submit a completed Leadership Licensure Pre-Admissions Packet including a copy of a current teaching license, verification of two years' teaching experience and a recommendation form an administrator. This form is available from the Graduate Office, or in the admissions packet, found at [www.lmunet.edu/education](http://www.lmunet.edu/education). When the Leadership Licensure Pre-Admissions Packet has been submitted to the Graduate Office, an application packet will be mailed to the candidate.
2. Complete the Application for Graduate Education Studies, IL Program form. A \$50 application fee is required to be attached to the form. Official transcripts verifying the bachelor's degree must be forwarded to LMU from the bachelor's degree institution.
3. Submit the Instructional Leader (IL) Candidate Admission Portfolio for graduate faculty evaluation. Those approved will be invited to interview.

4. DAP Interviews will be conducted by ILAdmissions Committee. Candidates who successfully complete their interviews will be admitted to the program.
5. Meet all deadlines.
6. Coursework Completion Policy: In online courses, 100% of the course content, instruction and assessments are delivered online through blackboard and VIA. No face to face meetings are required. Candidates are expected to complete the modules by the dates specified. Discussion board participation as described in the modules is also required. Candidates are expected to log in to blackboard frequently. Candidates may also work at their own pace and may complete modules ahead of the due date but late work is subject to a reduction in assignment points. Refer to the Graduate Catalog for further academic restrictions.

<b>Core Courses:</b>	<b>Cr Hrs</b>
EDUC 501 Foundations of American Education	3
EDUC 551 Supervision for Teaching and Learning	3
EDUC 511 Educational Research and Statistics	3
<b>Concentration Area:</b>	
IL 501 Leadership and School Improvement	3
IL 502 Clinical Practice in Leading Schools	3
CI 501 Curriculum, Instruction, and Assessment	3
IL 541 School Community Partnerships in a Diverse World	3
IL 572 Supervision and Community Partners Action Research	3
IL 561 School Law and Ethics	3
IL 562 Clinical Practicum Law, Ethics, Finance	3
IL 571 School Finance & Resource Management	3
Capstone Electronic Portfolio	0
<b>Total</b>	<b>33</b>

Candidates must pass the SLLA test to graduate and be recommended for IL license.

\*All Clinical Classes are graded on a Pass/Fail basis.

**Educational Leadership (EL) Not Leading to Initial Tennessee Licensure**

The following program of study in Educational Leadership does not lead to initial Tennessee leadership licensure. This concentration is suitable for: out of state candidates, higher education personnel, candidates already holding Tennessee Leadership License, practitioners seeking improvement with best practices in organizational settings, or educators seeking to be non-licensed school leaders:

<b>Core Courses:</b>	<b>Cr Hrs</b>
EDUC 501 Foundations of American Education	3
EDUC 511 Educational Research and Statistics	3

**Concentration Area:**

CI 501	Curriculum, Instruction, and Assessment	3
IL 501	Leadership and School Improvement	3
IL541	School Community Partnerships in a Diverse World	3
IL 561	School Law and Ethics	3
IL 571	School Finance and Resource Management	3
EL 572	Clinical Practice through Action Research	3
EDUC 551	Supervision for Teaching and Learning	3
EL 502	Clinical Practice for Leadership of Organizations	3
EL 562	Clinical Practice for Ethics, Law, & Resource Management	3
	Capstone ePortfolio	0
<b>Total</b>		<b>33</b>

\*All Clinical Classes are graded on a Pass/Fail basis.

**Master of Education—Teaching and Adult Learning (TAL)**

This program begins in Fall 2019 and will address the needs for a specific group of candidates who wish to develop skills in teaching adult learners in higher education. This program is designed to include an overview of educational philosophy, research, pedagogical practices, and field experience in the higher education classroom. Over the past few years, LMU has had the opportunity to provide short-term experiences for international scholars. There is a need for a Master of Education Program focusing on adult learning and teaching. This program is specifically designed to teach best practices in the higher education setting. This program is designed for international graduate students as well as domestic students who wish to develop engaging teaching skills. The purpose of the proposed curriculum is to provide a rich background in how adults learn, best teaching practices, strategies in higher education classroom teaching, and methods of research in content areas and adult learning.

The degree requirements include 36-semester credit hours of successful coursework. A Program of Study must be filed after official written notification of admission to graduate studies has been received.

<b>Semester 1:</b>		<b>Cr Hrs</b>
EDUC 502	Foundations of Educational Education	3
EDUC 511	Educational Research and Statistics	3
EDUC 516	Motivational and Adult Learning Theory	3
EDUC 555	Seminar in Literacy and Informational Writing	2
CI 555	Adult Learning Field Experience	1
<b>Semester 2:</b>		
CI 501	Curriculum, Instruction, and Assessment	3
CI 514	Educational Practice and Innovation	3

EDUC 515	Research I – Reading and Designing Educational Research	3
EDUC 556	Seminar in Literacy and Informational Writing	2
CI 556	Adult Learning Field Experience	1
<b>Semester 3:</b>		
CI 511	Content Literacy and Research	3
CI 542	World Class Education, Political, Economic, and Cultural Contexts	3
EDUC 550	Foundations in Curriculum Design for Adult Learners	3
EDUC 557	Seminar in Literacy and Informational Writing	2
CI 557	Adult Learning Field Experience	1
	Capstone ePortfolio	0
<b>Total</b>		<b>36</b>

**Master of Education—Initial Teacher Licensure**

**Master of Education—Initial Teacher Licensure**

The Master of Education in Initial Teacher Licensure (MEITL) Program at LMU is designed to attract degreed individuals who may be seeking to change careers and who have potential to become good teachers. This program provides an opportunity for candidates to earn a Master of Education (MEd) degree in addition to receiving teacher licensure. The MEITL Program offers an accelerated, rigorous pathway to teacher licensure at the graduate level.

**Admission Requirements**

All applicants must fulfill the following MEITL Program admission requirements and submit to the MEITL office:

1. An application and \$50 non-refundable fee.
2. Official transcript(s) of coursework taken at all post-secondary institutions.
3. Transcript(s) must verify an earned bachelor’s degree and cumulative GPA of 3.0 (2.5 eligible for appeal process).
4. One copy of acceptable pre-admission test scores (must be taken within the last seven years) that support the candidate’s general knowledge and skills:

- ACT- 21
- SAT- 1020
- PRAXIS® Core (Writing- 162, Reading- 156, Mathematics- 150)
- GRE- 284 combined
- MAT- 375

5. In order to be considered for the MEITL Program, applicants must complete a fingerprint background check. This must be completed even if you have recently submitted a TBI background check to a different institution or organization. Required paperwork includes official transcripts of all undergraduate coursework and an approved fingerprint background check (TBI-L1) before registration can be completed. The presence of an



indication on the background check will require the applicant to provide written documentation explaining the indication. A written appeal to the Admissions Committee must also accompany the explanation and must be filed within 10 days of the notification from LMU of the background check indication. The applicant must sign an informed consent stating their agreement and understanding that school districts may not allow the applicant to be placed for clinical experiences in their school districts. The applicant understands and agrees that LMU has no control of acceptance by the school districts.

6. Three completed and signed recommendation forms.

Upon receipt of all materials listed above, a transcript analysis will be completed and the applicant will be asked to participate in an admission interview, and will be notified of acceptance/non-acceptance to the program. The state department of education requires the MEDITL Program to conduct a transcript evaluation for each candidate upon entry to identify any course discrepancies at the undergraduate level to ensure attainment of knowledge and skills required in general education, professional education, and the teaching field academic major. Candidates may complete these course requirements through LMU or any other fully accredited college or university. The evaluated transcript analysis/program of study will be provided to the applicant indicating any coursework or testing deficiencies. Any deficiencies must be successfully completed before enrollment in Enhanced Clinical Experience (Student Teaching/Job Embedded).

Initial licensure programs are offered in:

- Elementary Education (K-5)
- Physical Education, Visual Art (K-12)
- Secondary Education (6-12) Business, Biology, Chemistry, English, History, Mathematics, Physics
- Special Education Add-on endorsement (K-12 Comprehensive; K-8 SPED Interventionist and 6-12 SPED Interventionist)

Once accepted into the program, candidates will enroll in these core courses: EDUC 570, Introduction to Teaching and Learning, in the fall/spring semester; EDUC 571, Extending and Refining Knowledge of Teaching and Learning, in the fall/spring semester; and EDUC 591 Enhanced Clinical Practice, which must be completed within two years after finishing the EDUC 570 and EDUC 571 courses. Candidates seeking licensure in high-need subject areas such as Secondary Mathematics, English, Biology, Chemistry, and Physics may apply to become Job Embedded candidates, which results in two consecutive semesters of EDUC 593 in lieu of EDUC 591. All courses are offered in a hybrid format consisting of face-to-face meetings and online modules. EDUC 570 and 571 are six-credit hour courses. All candidates will complete 18 hours of professional core classes and additional methods courses as outlined in their programs of study.

### Clinical Experiences

Clinical experiences are only permitted in school districts holding state-approved collaborative partnerships with LMU. Clinical experiences begin in Transition I (EDUC 570) with a minimum number of hours as defined in the MEDITL Program Handbook. Clinical experiences continue in greater breadth and depth in Transition II (EDUC 571) with a placement for the prescribed number of hours noted in the program handbook. In Transition III, the Enhanced Clinical Experience (EDUC 591) will be the same placement scaffolded on the clinical experience in Transition II.

An electronic showcase documents evidence of achievement in meeting the 10 INTASC Standards. The development of the showcase will begin in Transition I, refined in Transition II, and submitted by the end of Transition III.

Prior to Transition III, the candidate must submit passing scores of all required PRAXIS® examinations for licensure in the content area.

### edTPA Requirement

edTPA is a national teacher performance assessment. The candidate is required to complete and satisfactorily pass edTPA while enrolled in EDUC 591 or EDUC 593 courses. In order to pass these courses, the candidate will submit an edTPA portfolio to Pearson for national scoring ([www.edtpa.com](http://www.edtpa.com)). The candidate must meet or exceed the state required cut score to be licensed to teach in Tennessee. A Tennessee state-required passing edTPA score in the licensure area must be achieved in order to pass Transition III (EDUC 591 and EDUC 593). LMU will provide guidance and support, but ultimately it is responsibility of the candidate to successfully complete the edTPA portfolio in order to achieve licensure. LMU will provide support on completing the video components, portfolio submission, and preparing the candidate to complete and understand the rubrics associated with the candidate's licensure area in all three tasks. Candidates who successfully complete program and licensure requirements may apply for initial teacher licensure in the state of Tennessee.

The MEDITL Program is divided into four distinct transitions. Full descriptions of the transitions are located in the Master of Education Initial Teacher Licensure Program Handbook. In order to progress to the next transition, a candidate must achieve a grade of B or better in all professional core courses and meet disposition requirements as determined by faculty.

All candidates complete the following professional core courses:

#### Transition I

##### Semester One (Fall/Spring)

EDUC 570	Introduction to Teaching and Learning	6 cr hrs
	Develop electronic showcase	

## Transition II

### Semester Two (Fall/Spring)

EDUC 571	Extending and Refining Knowledge of Teaching and Learning	6 cr hrs
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Refine electronic showcase

## Transition III

### Semester Three (Fall/Spring) Within two years of completion of EDUC 571

EDUC 591	Enhanced Student Teaching*	6 credit hours or EDUC 593 (2 semesters, 6 credit hours)
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Submit electronic showcase

\*Candidates who delay the Enhanced Clinical Experience requirement after completing EDUC 570 and 571 are required to take a graduate-level course each semester until the semester that they begin student teaching.

## Transition IV

To achieve the Master of Education degree, the candidate must complete 42 approved credit hours including EDUC 501 Foundations of American Education and EDUC 511 Research and Statistics with a grade of B or better and pass a comprehensive examination.

Elementary majors also complete the following methods courses for licensure:

EDUC 572	Early Childhood and Adolescent Development	3 cr hrs
EDUC 573	Methods of Teaching Mathematics in K-5	3 cr hrs
EDUC 576	Methods of Teaching Science in K-5	3 cr hrs
EDUC 577	Methods of Teaching Social Studies in K-5	3 cr hrs
EDUC 578	Reading Diagnosis and Correction	3 cr hrs
EDUC 579	Methods of Teaching Literacy in the Elementary School	3 cr hrs

### Total Methods Courses 18 cr hrs

The total number of required hours for elementary major licensure is 36, consisting of 18 hours of the professional core courses and 18 hours of methods courses. The MEd degree is optional and not required for licensure. For elementary majors who wish to earn the Master of Education degree, the following courses are required:

EDUC 501	Foundations of American Education	3 cr hrs
EDUC 511	Research and Statistics	3 cr hrs

### Total required hours for the MEd in Initial Teacher Licensure (Elementary Education) recommendation: 42 cr hrs

For secondary majors, the total number of hours for licensure is 24 in addition to the bachelor's degree in the concentration area. Secondary candidates may apply for licensure after completing the professional core, required discrepancy coursework, required testing, and student teaching. The MEd degree is optional and not required for

licensure. The following courses are additional and required for the MEd degree for secondary majors:

CI 509	Content Literacy	3 cr hrs
EDUC 580	Secondary Methods in Teaching	3 cr hrs

### Total 6 cr hrs

Master of Education Electives:

EDUC 501	Foundations of American Education	3 cr hrs
EDUC 511	Research and Statistics	3 cr hrs
CI 501	Curriculum, Instruction, And Assessment	3 cr hrs
EDUC 572	Early Childhood & Adolescent Child Development	3 cr hrs
Complete six credit hours from the following courses:		
CI 516	Motivational Theory & Classroom Management	3 cr hrs
CI 512	Motivational Theory/Environment	3 cr hrs
EDUC 592	Diversity and Equity Issues	3 cr hrs
or		
IL 541	School/Community Partnerships	3 cr hrs

### Subtotal 6 cr hrs

### Total additional MEd hours 24 cr hrs

### Total required hours for the MEd in Initial Teacher Licensure (Secondary Education) recommendation: 42 cr hrs

## Job Embedded Program Requirements

During Transition II, candidates may apply for admission into the Job Embedded Program following the completion of EDUC 571. Acceptance in the Job Embedded Program is not an automatic approval. The applicant MUST complete and comply with the following to be considered for admission:

- Hold a minimum of bachelor's degree from a regionally accredited college/university, with a cumulative GPA of 3.0 or higher on a 4-point scale, or have a minimum 3.0 in the last 60 credit hours of a completed baccalaureate degree.
- Submission of passing scores on PRAXIS® Content Knowledge examination.
- Official Letter of Intent to Hire from a **collaborative partnering** Tennessee school system stating position, subject area, and grade level for which the candidate is being hired.
- Meet all eligibility requirements for employment at the partnership school district.
- Completion of course EDUC 570 and EDUC 571 with a grade of B or higher prior to acceptance into the program.
- Interview and approval by the Job Embedded Candidate Review Committee.

## Job Embedded Program Curriculum:

### PHASE I Must be completed prior to requesting licensure from TDOE

EDUC 570	Introduction to Teaching and Learning	6 cr hrs
EDUC 571	Extended and Refining Knowledge of Teaching and Learning	6 cr hrs

EDUC 580 Methods of Teaching in Secondary Environments	3 cr hrs
C&I 509 Content Literacy	3 cr hrs

\*Leads to provisional licensure

**PHASE II Must be completed during first year of Job Embedded placement-** A passing score on edTPA in licensure area is required to pass EDUC 593  
 EDUC 593 Job Embedded-Two semesters  
 6 credit hours (3 credit hours per semester)

**OPTIONAL MEd Degree Program-** 18 additional contract hours

**PHASE III Must be completed within three years of beginning Job Embedded placement**

EDUC 572 Early Childhood and Adolescent Child Development	3 cr hrs
C&I 501 Curriculum, Instruction and Assessment	3 cr hrs
C&I 502 Structured Learning Environments	3 cr hrs
EDUC 501 Foundations of American Education	3 cr hrs
EDUC 511 Research and Statistics	3 cr hrs
EDUC 592 Equity Issues in Education	3 cr hrs
<b>Core Requirements</b>	<b>42 credit hours</b>

**Special Education Endorsement and MEd Program**

For those candidates who hold a Tennessee teacher's license LMU offers an add-on endorsement that leads to licensure in special education and the option to earn a Master of Education in Special Education degree. Endorsement is offered as a K-5 or 6-12 interventionist or as K-12 comprehensive concentration.

**Interventionist Add-on Endorsement**

SPED 530 Special Education and Law, Policies & Ethics	3 cr hrs
SPED 540 Students at Risk & Their Families	3 cr hrs
SPED 550 Managing Academic & Social Behavior	3 cr hrs
SPED 560 Screening, Assessment & Identification	3 cr hrs
SPED 570 Responsive Teaching for Literacy Instruction	3 cr hrs
SPED 572 Responsive Teaching for Mathematics Instruction	3 cr hrs

**Special Education Interventionist K-8**

SPED 545 Methods of Literacy, Language & Communication	3 cr hrs
EDUC 578 Reading Diagnosis & Correction	3 cr hrs

**OR**

**Special Education Interventionist 6-12**

SPED 545 Methods of Literacy, Language & Communication	3 cr hrs
SPED 565 Transition & Employment for Students with Disabilities	3 cr hrs

**Total required credit hours for add-on endorsement recommendation: 24**

EDUC 501 Foundations of American Education	3 cr hrs
EDUC 511 Research and Statistics	3 cr hrs
SPED 571 Methods for Teaching Students with MSD	3 cr hrs
SPED 573 ABA & Autism	3 cr hrs

**Total required credit hours for MEd PLUS add-on endorsement recommendation: 36**

**Comprehensive Add-on Endorsement**

SPED 530 Special Education and Law, Policies & Ethics	3 cr hrs
SPED 541 Students with MSD	3 cr hrs
SPED 550 Managing Academic & Social Behavior	3 cr hrs
SPED 560 Screening, Assessment & Identification	3 cr hrs
SPED 571 Methods for Teaching Students with MSD	3 cr hrs
SPED 573 ABA in Autism & MSD	3 cr hrs
SPED 545 Methods of Literacy, Language & Communication	3 cr hrs
EDUC 578 Reading Diagnosis & Correction	3 cr hrs
SPED 565 Transition & Employment for Students with Disabilities	3 cr hrs

**Total required credit hours for add-on endorsement recommendation: 27**

EDUC 501 Foundations of American Education	3 cr hrs
EDUC 511 Research and Statistics	3 cr hrs
SPED/EDUC 595 Special Topics in Special Education (elective as approved by program director)	3 cr hrs

**Total required credit hours for ME PLUS add-on endorsement recommendation: 36**

**Interventionist Initial Licensure**

EDUC 570 Introduction to Teaching and Learning	6 credit hours
EDUC 571 Extending and Refining the Knowledge of Teaching and Learning	3 credit hours
SPED 530 Special Education and Law, Policies & Ethics	3 credit hours
SPED 540 Students at Risk & Their Families	3 credit hours
SPED 550 Managing Academic & Social Behavior	3 credit hours
SPED 560 Screening, Assessment & Identification	3 credit hours
SPED 570 Responsive Teaching for Literacy Instruction	3 credit hours
SPED 572 Responsive Teaching for Mathematics Instruction	3 credit hours
EDUC 591 Enhanced Clinical Experience or EDUC 593 Seminar for Job Embedded	3 credit hours, repeatable to 6 hours

**Special Education Interventionist K-8**

SPED 545 Methods of Literacy, Language & Communication	3 cr hrs
EDUC 578 Reading Diagnosis & Correction	3 cr hrs

**OR****Special Education Interventionist 6-12**

SPED 545 Methods of Literacy, Language & Communication	3 cr hrs
SPED 565 Transition & Employment for Students with Disabilities	3 cr hrs

**Total required credit hours to be recommended for licensure: 42**

EDUC 501 Foundations of American Education	3 cr hrs
EDUC 511 Research and Statistics	3 cr hrs
SPED 571 Methods for Teaching Students with MSD	3 cr hrs
SPED 573 ABA & Autism	3 cr hrs

**Total required credit hours for MEd in Special Education PLUS recommendation for licensure: 54**

**Comprehensive Initial Licensure**

EDUC 570 Introduction to Teaching and Learning	6 cr hrs
EDUC 571 Extending and Refining the Knowledge of Teaching and Learning	6 cr hrs
SPED 530 Special Education and Law, Policies & Ethics	3 cr hrs
SPED 541 Students with MSD	3 cr hrs
SPED 550 Managing Academic & Social Behavior	3 cr hrs
SPED 560 Screening, Assessment & Identification	3 cr hrs
SPED 571 Methods for Teaching Students with MSD	3 cr hrs
SPED 573 ABA in Autism & MSD	3 cr hrs
EDUC 591 Enhanced Clinical Experience	

**OR**

EDUC 593 Seminar for Job Embedded repeatable to 6 hours	3 cr hrs,
SPED 545 Methods of Literacy, Language & Communication	3 cr hrs
EDUC 578 Reading Diagnosis & Correction	3 cr hrs
SPED 565 Transition & Employment for Students with Disabilities	3 cr hrs

**Total required credit hours to be recommended for licensure: 45**

EDUC 501 Foundations of American Education	3 cr hrs
EDUC 511 Research and Statistics	3 cr hrs
SPED/EDUC 595 Special Topics in Special Education (as approved by program director)	3 cr hrs

**Total required credit hours for MEd in Special Education PLUS recommendation for licensure**

**Educational Specialist (EdS)**

The Educational Specialist degree program is a 30-semester hour program designed to extend and expand the candidate's level of professional competence beyond that attained through the master's level program, to bring the candidate up to date on matters relevant to the field of specialization, to enable the candidate to read and understand research in the field of specialization, to apply relevant research findings to professional activities, to stimulate the candidate to assume a leadership role in the specialty, and to prepare the candidate in that role.

Programs are available with the following concentrations:

- Curriculum and Instruction
- IL (Licensure)
- Educational Leadership (Non-licensure)

**Degree Application Procedures**

Admission for the EdS degree is a two-step process.

**Admission to Advanced Graduate Studies**

The candidate must submit:

1. the Application for Advanced Graduate Studies, with the required \$50 application fee; and
2. one (1) official transcript of master's degree coursework from an accredited institution. (if student is asking for transfer credit of post master's degree coursework, one (1) official transcript of that coursework must be provided from an accredited institution as well)

The Chair of Graduate Studies for School of Education approves admission to Advanced Graduate Studies.

**Admission to Degree Candidacy**

Before the completion of three courses (9 semester hours), a degree-seeking candidate must apply for degree candidacy. At this level, an Advisory Committee is assigned to each candidate. The candidate must submit:

1. application for Degree Candidacy for the Educational Specialist degree; and
2. advisor-approved Program of Study.

Upon completion of these requirements, the candidate's credentials will be presented to the Graduate Admission Committee for consideration for admission to degree candidacy. LMU reserves the right to deny admission due to immoral conduct.

**Advisory Committee**

Each candidate who has achieved admission to the program as an advanced graduate (EdS) candidate is assigned a three-member Advisory Committee, comprised of two faculty members and the Program Director of the candidate's concentration.

**Attendance Policy**

Cooperative and group learning is the essence of the EdS program. When class absences occur, candidates can make up for the knowledge and skills missed from the instructor, but they are not able to make up for the knowledge and skills their participation in class would have provided to their fellow candidates' learning. Therefore, even with successful completion of make-up assignments,

class absences, after the first, will cause a reduction in the final course grade. Two (2) absences will result in a reduction of one letter grade from whatever grade would have been earned. Three absences will result in a grade of “C” or lower. More than three absences will result in the grade of “F” for the course.

**Degree Requirements**

The basic requirement for an EdS degree is a planned and approved program of coursework and field experiences, for which credit is awarded beyond the master’s degree. The candidate and the Advisory Committee will discuss and outline the work to be completed. Candidates must take coursework and prove competence in one of the curricula offered. The required hours of credit indicated in each area of study and in the totals are the minimum requirements. Programs of Study include acceptable graduate credit earned beyond the master’s degree. Advisory Committees are charged with the evaluation of candidate competence and may prescribe work beyond those requirements.

**Evaluation**

All EdS candidates are required to complete the Graduating Student Survey and the EdS Exit Interview and Exit Survey. The exit interview is conducted with the candidate meeting with the program mentor and local school administrator. Documentation that the surveys have been completed will be submitted to the professors. Individual or group interviews will be conducted to assess program satisfaction and to solicit recommendation for program improvement.

Research groups will present their topic, process, and findings. It is the responsibility of the professor to ensure the academic integrity of the exit interview process.

**Concentration Areas**

Concentrations in Instructional Leadership (IL) leading to Initial Tennessee Leadership Licensure, Educational Leadership (EL), a non-licensure leadership program not leading to initial Tennessee Leadership Licensure, and Curriculum and Instruction (CI) constitute the choices of the EdS program. The emphasis areas are designed primarily for practitioners in the public schools. Each concentration is a 30-semester hour program.

**The Curriculum and Instruction (CI)**

**Program of Study**

**Program of Study**

**Research and Assessment Core Semester Credit Hours**

EDUC 670 Action Research in Practice	3
EDUC 685 Capstone e Portfolio	3
<b>Subtotal</b>	<b>6</b>

**Specialty Area Core**

CI 641 World Class Education	3
CI 642 World Class Education Clinical	3
CI 610 Instructional Strategies for Diverse Learners Practicum	3

CI 612 Instructional Strategies for Diverse Learners	3
CI 661 Instructional Design and Initiatives	3
<b>Subtotal</b>	<b>15</b>

**Cognate Core**

IL 651 Educational Law and Ethics	3
IL 652 Leadership for Educational Programs	3
IL 611 Assessment for School Improvement	3
Subtotal	9

**TOTAL 30**

*\*All Clinical Courses are graded on a Pass/Fail basis*

**The Instructional Leadership (IL) Program Leading to Initial Tennessee Leadership Licensure**

The program is designed to license school administrators based on Tennessee State Board policy and standards. In order to be eligible for the program, a candidate must complete the **EdS Leadership Licensure Pre-Admissions Packet and Admission Portfolio**.

Applicants can obtain a copy of the packet from the Graduate Office, or the Admissions Packet can be found on the Graduate Education website at [www.lmunet.edu/education](http://www.lmunet.edu/education).

The following documents must be attached to the **EdS Leadership Licensure Pre-Admissions Packet**:

- a valid Tennessee Teacher License;
- evidence of two years successful educational experience;
- a completed Recommendation for Consideration by a practicing administrator; and
- completed application process.

Upon receipt of the completed **EdS Leadership Licensure Pre-Admissions Packet**, applicants will receive the **IL Licensure Admission Portfolio Requirements**. The **IL Licensure Admission Portfolio** will then be evaluated by the IL faculty, and those accepted into the program will be invited for an interview.

**The Instructional Leadership (IL)**

**Program of Study**

**Program of Study**

**Research and Assessment Core Semester Credit Hours**

EDUC 670 Action Research in Practice	3
IL 686 Capstone Electronic Portfolio	3
IL 689 School Leadership Licensure Assessment (SLLA)	0
<b>Subtotal</b>	<b>6</b>

**Specialty Area Core**

IL 652 Leadership for Educational Programs	3
IL 653 Clinical Practice for Instructional Leadership	3
IL 611 Assessment for School Improvement	3
IL 612 Clinical Practice for Assessment for School Improvement	3

IL 651	Educational Law and Ethics	3
IL 661	Finance and Human Resource Management	3
<b>Subtotal</b>		<b>18</b>
<b>Cognate Core</b>		
CI 641	World Class Education—Political, Economic and Cultural Contexts	3
CI 610	Instructional Strategies for Diverse Learners	3
<b>Subtotal</b>		<b>6</b>
<b>TOTAL</b>		<b>30</b>

*\*All Clinical Courses are graded on a Pass/Fail basis. In order to receive degree conferral and be recommended for the Instructional Leader license in Tennessee, candidates must pass the School Leader Licensure Assessment Test, in addition to completing all program requirements.*

### The Educational Leadership (EL) Program Not Leading to Initial Leadership Licensure

The EL does not lead to the initial Tennessee IL license. This program is suitable for: Out-of-state candidates, higher education personnel, candidates already holding Tennessee Leadership License, practitioners seeking knowledge of best practices in organizational leadership, or innovative practices in strategic educational improvement.

#### Program of Study

#### Research and Assessment Core Semester Credit Hours

EDUC 670	Action Research in Practice	3
EL 685	Capstone ePortfolio	3
<b>Subtotal</b>		<b>6</b>

#### Specialty Area Core

IL 652	Leadership for Educational Programs	3
EL 653	Clinical Practice for Educational Leadership	3
IL 611	Assessment for School Improvement	3
EL 612	Clinical Practice for Assessment for Education Improvement	3
IL 651	Educational Law and Ethics	3
IL 661	Finance and Human Resource Management	3
<b>Sub Total</b>		<b>18</b>

#### Cognate Core

CI 641	World Class Education	3
CI 610	Instructional Strategies for Diverse Learners	3
<b>Subtotal</b>		<b>6</b>
<b>TOTAL</b>		<b>30</b>

*\*All Clinical Courses are graded on a Pass/Fail basis.*

### EdS Research Track Option (RTO)

Within each of the three Program Concentrations beginning with the 2018-2019 Cohort there is now offered a Research Track Option (RTO). The RTO is designed for the candidate contemplating further studies with the ultimate goal being the earning of a terminal degree, EdD.

The RTO model is structured within the CI, EL, and IL concentrations. When registered in the RTO, candidates will follow the same core courses, but will substitute EDUC 670 – Research I for the corresponding Clinical Course and will substitute EDUC 671 - Research II for the EDUC 665 Action Research Course and will substitute EDUC 672 – Research III for the corresponding Clinical Practice Courses.

Upon successful completion of the RTO, each candidate will be prepared to enter into the scholastic realm of any Doctoral program with a base of knowledge and understanding by developing a solid hypothesis supported by multiple reviews of scholarly journals, articles, abstracts and other relevant literature, culminating in a rigorous survey of the methodologies in place in all dissertations and research publications.

### Doctor of Education

#### Mission and Vision Statement

##### Mission

The mission of the Doctor of Education (EdD) is to facilitate the development of investigative, individual, interpersonal, and innovative skills needed for leaders to address emerging issues in organizational settings. This is accomplished through academic experiences which challenge professionals to transform the institutions and communities they serve by advancing ethics, change, and social justice through the decision sciences.

##### Vision

To be a nationally recognized leader in the development of scholar-practitioners who serve to advance ethics, change, and social justice through the decision sciences.

#### Doctor of Education Introduction

Doctoral coursework is offered through once a month weekend class meetings or via twice a week early evening sessions. The program is designed to develop exemplary educational leaders accomplished through rigorous academic training which challenges practitioners to make a positive impact on this generation and the next. Candidates can earn a concentration in one of three areas: Curriculum & Instruction (CI); Instructional Leadership (IL); or Higher Education (HE).

The LMU doctoral program is an independent program requiring candidates to take appropriate and timely initiatives to meet program expectations and deadlines regarding coursework and dissertation completion. Candidates are provided guidance about the program design and dissertation requirements at the beginning of their journey. A program of studies serves as a reference for candidate progress throughout the completion of the degree program.

An EdD is a research degree and the quality of the dissertation (content and form) is a reflection of the attributes of the researcher and the standards of the school, program and University.

## **Program Design**

**Sixty-Three Hour Program.** Applicants must possess a Master's Degree in a field that is related to the concentration that is selected for study – i.e., education for IL and C&I; and higher education for HE

The program consists of 63 credit hours including (a) 15 credit hours of doctoral core; (b) 18 credit hours in a primary concentration; (c) 15 credit hours in independent dissertation coursework; and (d) 15 credit hours in an alternate concentration. Candidates may need to take additional dissertation hours in order to complete the degree program. Candidates will graduate with an EdD in two concentrations.

**Forty-Eight Hour Program.** Applicants must possess an Educational Specialist, or Master's degree plus 30 hours minimum, in a field that is related to the concentration that is selected for study (i.e., education for IL and C&I; and higher education for HE).

The program consists of 48 credit hours including (a) 15 credit hours of doctoral core; (b) 18 credit hours in a concentration; and (c) 15 credit hours in independent dissertation coursework. Candidates may need to take additional dissertation hours (EDLC 899) dependent upon their progress in the program. Candidates may choose to enroll in 15 additional hours from the alternate concentration to graduate with a doctoral degree in two concentrations.

Candidates holding an Educational Specialist degree from LMU can opt to complete a 48-hour program in one or two concentrations. The Program of Studies for each of these options can be found in a section presented later in this catalog.

**Thirty-Six Hour Program.** Applicants must possess an Educational Specialist degree from LMU and desire to continue their studies in the concentration that was selected for their EdS degree. Accordingly, this degree is offered in the concentrations of Instructional Leadership and Curriculum and Instruction. LMU EdS Graduates who qualify for admission into the LMU EdD program can apply 30 EdS credit hours toward the doctoral program when they pursue their EdS concentration within the EdD program. This means your total number of hours of coursework remaining after the EdS would be 36 credit hours. To qualify, LMU EdS Graduates must have completed their EdS within ten (10) years of applying to LMU EdD program. For those who have graduated with their LMU EdS after ten (10) years, applicants may qualify for the 48 hour program of study.

## **Application Process**

### **Domestic Applicants**

Domestic applicants seeking admission to the doctoral program must meet the following criteria and submit required documentation as stipulated. Admission packages for membership in the fall cohort group must be submitted in completed form prior to February 1 for early consideration or before May 1 for final consideration of the

year in which admission is being sought. The admissions process consists of two stages with the first being a paper-based document review and the second, a performance-based assessment that includes a writing sample and interview.

### **Paper-Based Document Review (Stage One)**

1. Application Form
2. Application fee of \$50 (USD), non-refundable
3. Examination Data
  - a. Official score reports from the GRE depicting performance in the areas of quantitative reasoning; and verbal and analytic writing are required but provisional admission may be granted for a period of time during which the applicant prepares and registers for the examination.
  - b. In the event an applicant has extant GRE data, these data must be less than five (5) years old as of the date of application. Applicants must obtain a minimum combined verbal and quantitative score of 750 (or 285 if taken after August 1, 2011) and a minimum analytical writing score of 3.5.
4. Transcripts for all graduate level coursework
5. Three (3) recommendations from persons knowledgeable of applicant's professional experience and skills
6. Resume or Curriculum Vita

The Admissions Committee will review all documents and rate the applicants per their ability to successfully complete requirements within the doctoral program. In the event this review leads the Committee to make an affirmative decision, the applicant will advance to Stage Two of the application process. All decisions made by the Admissions Committee are final. In some cases, a conditional or provisional status may be granted with additional preparation required in order for an applicant to obtain full graduate status.

### **Performance-Based Assessment Component (Stage Two Review)**

Those applicants recommended for additional consideration will be invited to complete the following assessments.

1. **Writing Sample.** In a proctored setting, applicants will have a specified period of time in which to respond in writing to a select number of essay questions.
2. **Structured Interview.** Applicants will participate in personal interviews with members of the doctoral program faculty. These interviews will be held at the Cedar Bluff campus in Knoxville, TN.
3. **Group Activity.** Applicants will participate in a group activity that is designed to assess their ability to diagnose and provide logical defense of their position on a given problem or issue.

The Admissions Committee will review all available data and forward a final recommendation for, or denial of, admission to the applicant. The decision of the Admissions

Committee is final. Upon notice of acceptance, applicants will work with an assigned faculty member to complete a program of study appropriate to the degree program and concentration(s) she or he has selected.

Admitted applicants are required to attend a program orientation before beginning their work in the program. Failure to do so may result in a deferred enrollment or re-assessment of the admittance decision.

### **International Applicants**

Given that the application and admissions processes to the doctoral program require time, applicants should begin collecting and submitting required paperwork once a decision has been made to apply. All paperwork that is required within the first stage of the process is due before February 1 for early consideration or before May 1 for final consideration of the year in which application is being made. Under this timeline, applicants receive a decision regarding their admission by May 30 of the same year. The admissions process to the doctoral program consists of two stages. The first stage is a paper-based examination of applicant data which is conducted by the Office of International Programs. The second stage is performance-based and is undertaken by the School of Education Doctoral Program. The two academic teams work together to implement these processes as follows:

- **Stage One Review: Office of International Programs.** The office of International Programs coordinates a review process with other personnel within the university to ensure the applicant is able to meet the criteria established by the U.S. Department of Homeland Security, United States Citizenship and Immigration Services, and other agencies, as required. This process includes, but is not limited to: obtaining a copy of the applicant's passport; collecting data from standardized examinations; securing copies of evaluated transcripts; and other related actions. This information must be received before Stage Two. Upon the candidate's successful completion of the Stage One process, the office of International Programs will send verification of the applicant's eligibility to the School of Education Doctoral Program for continued review and consideration.

**Note:** The Office of International Programs reserves the right to undertake any identity verification procedures that it believes are required in order to validate the applicant's personal identity. Such procedures may include, but are not limited to: direct contact with university faculty having personal knowledge of applicant; request for additional documentation; photographic identification; and other means as might be deemed necessary to authenticate the identity of applicant.

Should fraudulent identity be discovered:

- During the application process, the process shall be immediately terminated and the School of Education shall have no obligation to return any

monies or materials provided as part of the application process; and

- After admission has been granted, the applicant shall be immediately dismissed from the program and forfeit any and all rights to re-enrollment.

Entrance into candidacy within the doctoral program begins with the applicant's certification by the Office of International Programs. Please see the table below for an overview of the documents required in Stage One of the application process. Should the Office of International Programs determine that the applicant does not meet its requirements, the applicant shall not receive consideration for admission to the doctoral program.

### **Stage One Screening Process (Office of International Programs)**

Initial Application Form and Non-Refundable Application Fee of \$50.00 USD – completed on the University's website

Copy of the Passport Photo Page

### **Standardized Examinations**

Applicants from Non-English speaking countries:

- a. In those cases where English is not the native language of the applicant, score reports from the *Test of English as a Foreign Language (TOEFL)*<sup>2</sup> or the *International English Language Testing System (IELTS)* are required for admission. In order to qualify for program admission, applicants are required to obtain a minimum TOEFL score of 71 (iBT), 197 (cBT) or 527 (paper-based) as determined by the type of examination that was taken. In the case of the IELTS, a minimum score of 6.0 is required for program admission.
- b. International candidates seeking to transfer from other regionally accredited United States post-secondary institutions who have earned a minimum of thirty (30) college-level credit hours and who meet the aforementioned standards of academic proficiency will not be required to submit TOEFL or IELTS scores.

### **Applicants from English-speaking countries:**

In those cases in which English is the spoken language, official score reports from the Graduate Record Exam (GRE)<sup>3</sup> depicting performance in the areas of quantitative reasoning; verbal and analytic writing are required. These data must be less than five (5) years old as of the date of application. Applicants must obtain a minimum combined verbal and quantitative score of 750 (or 285 if taken after August 1, 2011) and a minimum analytical writing score of 3.5.

### **Official Transcripts for all Graduate-Level Coursework**

LMU (LMU) requires that all graduate-level transcripts for international candidates be evaluated and translated by an outside service. The official transcripts must be sent to World Education Services ([www.wes.org](http://www.wes.org), or [www.jsilny.com](http://www.jsilny.com)) for a course-by-course evaluation and verification that the degree is equivalent to a master's degree issued from an institution of post-secondary



education in the United States of America. The official WES report should be sent to LMU along with the application packet.

### **Recommendation Forms**

Three (3) recommendations from persons knowledgeable of the applicant's professional knowledge and skills need to be completed and submitted.

### **Resume or Curriculum Vitae**

A copy of the applicant's resume or curriculum vitae is required and should be submitted.

**Additional Documents** - Additional documents as requested by the Office of International Admissions at the time of application.

<sup>2</sup> *TOEFL scores are non-negotiable – applicants failing to perform at the stipulated level shall not be considered for admission to the program*

<sup>3</sup> *The GRE scores may be waived for applicants with an acceptable TOEFL or IELTS score*

### **Stage Two Screening Process (School of Education Doctoral Program)**

#### **Writing Sample**

Applicants will submit a copy of a thesis or a formal paper that they completed as part of their master's degree program. Applicants may also be required to submit their philosophy of education and research interests.

**Structured Interview** Applicants will participate in an online or in-person structured interview with members of the doctoral program faculty.

#### **Topical Presentation**

Applicants may be asked to provide a five (5) minute presentation on a current topic of their interest. This presentation may be delivered in-person or via the Internet.

- **Stage Two Review: School of Education Doctoral Program.** Following notification from the Office of International Programs that an applicant has passed the Stage One review, the admissions representative for the doctoral program will deliver the information collected by this office to the faculty Admissions Committee. This Committee will review the data and make a determination regarding the applicant's level of preparation and likelihood of success in completing the degree requirements. In the event these data lead the Committee to make an affirmative decision, the applicant will advance to Stage Two of the admissions process. At this point in time, any information requested from the applicant should be submitted as follows: *Attention: Doctor of Education Program, Carter & Moyers School of Education, LMU Cedar Bluff, 421 Park 40 North Blvd., Knoxville, TN 37923.*

International applicants recommended for Stage Two consideration will be asked to fulfill the requirements listed.

Admission packages for membership in the fall cohort must be submitted in completed form prior to 31 May of the year in which admission is being sought.

The Admissions Committee will review all available data and forward a final recommendation for, or denial of, admission to the applicant. The decision of the Admissions Committee is final. Candidates who are granted admission to LMU will receive a letter of acceptance - a copy of which will be provided to the Office of International Programs for use in working with the candidate to complete all remaining processes. This letter, along with the I-20 form furnished by the University, must be presented to the Consular Office of the United States to which the candidate applies for a student visa. Those applicants accepted into the program will be required to complete, sign, and return related documents (e.g. Affidavit of Support and Certification of Finances form) and pay the Candidate and Exchange Visitor Information System (SEVIS 901) fee (see [www.fmjfee.com](http://www.fmjfee.com).) These final steps in the admissions process are coordinated and directed by the Office of International Programs.

Upon notice of acceptance, applicants will work with an assigned faculty member to complete a program of study appropriate to the degree program and concentration(s) they have selected. Sample program of studies plans are posted and available for review within the Graduate Education Catalog.

Applicants who are accepted for candidacy in the doctoral program will be expected to participate in an all-day orientation program which is offered one week in advance of the onset of fall term courses.

### **Program Components Clinical Partnerships and Practice**

As a component integral to the continuing accreditation of the Carter & Moyers School of Education, all program areas within the School are subject to adhere to, and demonstrate that, they have successfully implemented a set of prescribed standards. Subsequently, all candidates accepted into the doctoral program shall be required to complete and document clinical experiences that adhere to and demonstrate successful compliance with accreditation standards as will be embedded within the doctoral curriculum. Accordingly, candidates must be willing to meet this requirement regardless of the personal challenges it may present them.

### **Program Degree Concentrations**

Each of these concentrations has been designed to develop leaders who are scholars; have outstanding personal qualities; are able to conduct original research and interpret and communicate the results of that research through their writing, teaching, and leadership; learn the art of effective collaboration; and can, and will, translate theory into practice. In addition to completing all of the required coursework successfully, candidates must complete a dissertation in order to earn the education doctorate. The dissertation must be a work that reflects a high-level of quality and represents an original and significant contribution to the discipline. Most candidates will take 15 hours of doctoral core classes in the following areas:

- Leadership: Historical and Contemporary Perspectives
- Quantitative Research Procedures
- Qualitative Research: Theory and Design
- Organizational Landscapes
- Dissertation Research and Design

**Doctor of Education—Concentration in Curriculum & Instruction (C&I)<sup>4</sup>**

Educators who are interested in pursuing leadership positions in PK-16 settings will find this concentration provides a rich curriculum capable of preparing them for careers they may want to undertake. Successful completion of the coursework and research will enable them to develop the skills, confidence, and knowledge required to become leaders in positions at the Director and/or Central Office level in curriculum and instruction; at the state level with a focus on curriculum and instruction; and other types of organizations that demand knowledge in the area of curriculum and instruction.

<sup>4</sup> Available at LMU's Cedar Bluff Campus, Knoxville, TN  
Course Curriculum provides:

- access to current research and practice pertaining to the design, delivery, and assessment of instructional programs;
- direction on how to ensure the appropriate inclusion of information and other digital systems into organizational processes;
- exposure to instructional strategies, learning styles, human cognition, and diversity-related issues; and
- knowledge and skill growth in understanding, conducting, and applying research in the field of curriculum and instruction in the context of developing a deep appreciation of, and ability to, implement constructivist principles in all aspects of instructional programs.

**Courses in this concentration include:** Trends and Issues in Educational Technology; Curricula for Literacy; Curriculum Leadership at the District Level; Perspective and Strategies in Teaching and Learning; Teacher Leadership and Critical Inquiry and Research Design.

**Curriculum and Instruction Concentration: 48-Hour Program of Studies<sup>5</sup>**

The following presents the requirements for completing the **48-Hour Doctoral Program of Studies<sup>6</sup>** for candidates who wish to complete a concentration in Curriculum and Instruction. The list is appropriate for those candidates entering the program with a master's degree plus 30 hours or an EdS degree. This plan should be used with advice from the candidate's major professor. Courses on the plan may be scheduled during terms other those indicated. This possible plan reflects required core, research, and primary concentration coursework.

EDLC 701	Leadership: Historical and Contemporary Perspectives	3
EDEC 752	Qualitative Research: Theory and Design	3
EDLC 702	Ethical, Social, and Diversity	

	Considerations	3
EDEC 751	Quantitative Research Procedures	3
EDEC 755	Dissertation Research and Design	3
EDLC 821	Organizational Landscapes	3
EDCI 869	Curriculum Leadership at the District Level	3
EDCI 872	Trends and Issues in Instructional Technology	3
EDCI 873	Perspectives and Strategies in Teaching and Learning	3
EDCI 874	Curricula for Literacy	3
EDCI 877	Teacher Leadership	3
EDLC 899	Independent Dissertation Research	15

**TOTAL HOURS:  
48**

<sup>5</sup> Six Terms or Two Years plus additional time the candidate may require to complete his or her dissertation (minimum of 15 hours)

<sup>6</sup> The program of studies includes 15 hours of core coursework; 18 hours in a given concentration; and a minimum of 15 hours of research related to completion of the candidate's dissertation

**Doctor of Education—63-Hour Program of Studies<sup>7</sup>  
Concentration in Curriculum and Instruction Primary**

The following presents a typical strategy for completing the requirements within **LMU's 63-Hour Doctoral Program of Studies<sup>8</sup>**, which is designed for those candidates entering the program with a master's degree plus 30 hours or an EdS degree. This plan should be used with advice from the candidate's major professor. Courses on the plan may be scheduled during terms other those indicated. This possible plan reflects required core, research, and primary concentration coursework.

EDIL 701	Leadership: Historical and Contemporary Perspectives	3
EDEC 752	Qualitative Research: Theory and Design	3
EDLC 702	Ethical, Social, and Diversity Considerations	3
EDEC 751	Quantitative Research Procedures	3
EDEC 755	Dissertation Research and Design	3
EDLC 821	Organizational Landscapes	3
EDCI 869	Curriculum Leadership at the District Level	3
EDCI 872	Trends and Issues in Instructional Technology	3
EDCI 873	Perspectives and Strategies in Teaching & Learning	3
EDCI 874	Curricula for Literacy	3
EDCI 877	Teacher Leadership	3
EDLC 899	Independent Dissertation Research	15

**TOTAL HOURS:  
48**

From the above courses, plus 15 hours of coursework in one of the following secondary concentrations

**Higher Education (EDHE)**

EDHE 851 Higher Education: Theory, Fdn, & Pr	3
EDHE 852 College Student Dev. Theory	3
EDHE 855 Law in Higher Education	3
EDHE 854 Governance, Adm., and Politics	3
EDHE 856 Higher Education Finance	3

**Instructional Leadership (EDIL)**

EDIL 860 Group Methods and Processes	3
EDIL 861 Educational Finance	3
EDIL 866 Ethical Leadership and Decision-Making	3
EDIL 867 Political Structures and Governance	3
EDIL 876 Advanced Educational Law	3

<sup>7</sup> Six Terms or Two Years plus additional time the candidate may require to complete his or her dissertation (minimum of 15 hours)

<sup>8</sup> The program of studies includes 15 hours of core coursework; 18 hours in a given concentration; and a minimum of 15 hours of research related to completion of the candidate's dissertation

**Doctor of Education—Concentration in Instructional Leadership (IL)<sup>9</sup>**

This concentration affords those educators who want to enhance their opportunities in PK-16 settings as principals, assistant principals, superintendents, directors, or in related leadership roles at local, regional, state, or even national positions that demand skilled leadership and a comprehensive knowledge base. This concentration provides multiple opportunities to acquire the knowledge needed to pursue such positions but is not an initial IL licensure program.

Course Curriculum provides:

- acquisition of expertise in evolving leadership and organizational theories;
- practice in the identification of issues surrounding financial stewardship;
- employment of predictive leadership models to address emerging educational issues;
- development of the skills required to analyze and reflect critically upon contemporary issues facing education;
- learning on how to engage inquiry in decision-making processes; and
- opportunities for candidates to acquire a deeper understanding of the application, and conduct of research in the field of leadership and administration in education.

**Courses in this concentration include:** Ethical Leadership and Decision Making; Group Methods and Processes; Educational Finance; Advanced Educational Law: A Legal Perspective in Specific Areas of Need; Political Structures and Governance; and Critical Inquiry and Research Design. Within this concentration, the program also offers a 42-credit hour degree for those in the area of IL who have completed the National Institute for School Leadership (NISL) curriculum.

<sup>9</sup> *IBID*

**Instructional Leadership Concentration: Forty-Two Hour Program of Studies (NISL)**

The following presents a typical strategy for completing the requirements within LMU's **42-Hour Doctoral Program of Studies**<sup>10</sup>. NISL graduates with an EdS and NISL certification are eligible for the 42-hour program in the Instructional Leadership concentration. Please note NISL graduate who have an EdS from LMU and opt to pursue the 33-hour program cannot apply NISL certification. This plan should be used with advice from the candidate's major professor and is not an initial instructional leadership licensure program. Courses on the plan may be scheduled during terms other those indicated. This possible plan reflects required core, research, and primary concentration coursework.

EDLC 701 Leadership: Historical and Contemporary Perspectives	3
EDEC 752 Qualitative Research: Theory and Design	3
EDLC 702 Ethical, Social, and Diversity Considerations	3
EDEC 751 Quantitative Research Procedures	3
EDEC 755 Dissertation Research and Design	3
EDIL 876 Advanced Educational Law	3
EDIL 861 Educational Finance	3
EDIL 860 Group Methods and Processes	3
EDIL 866 Ethical Leadership and Decision-Making	3
EDIL 899 Independent Dissertation Research	15
<b>TOTAL HOURS:</b>	<b>42</b>

<sup>10</sup> The program of studies includes 15 hours of core coursework (3 hours of granted credit and 12 hours of LMU coursework); 18 hours in a given concentration (3 hours of granted credit and 15 hours of LMU coursework); and a minimum of 15 hours of research related to completion of the candidate's dissertation; coursework granted under the NISL option includes EDLC 821 and EDIL 867

**Instructional Leadership Concentration: 48-Hour Program of Studies<sup>11</sup>**

The following presents a typical strategy for completing the requirements within LMU's **48-Hour Doctoral Program of Studies**<sup>12</sup>, which is designed for those candidates entering the program with a master's degree plus 30 hours or an EdS degree. This plan should be used with advice from the candidate's major professor. Courses on the plan may be scheduled during terms other those indicated. This possible plan reflects required core, research, and primary concentration coursework and is not an instructional leadership licensure program.

EDLC 701 Leadership: Historical and Contemporary Perspectives	3
EDEC 752 Qualitative Research: Theory and Design	3
EDEC 751 Quantitative Research Procedures	3
EDEC 755 Dissertation Research and Design	3

EDLC 821	Organizational Landscapes	3
EDIL 860	Group Methods and Processes	3
EDIL 861	Educational Finance	3
EDIL 866	Ethical Leadership and Decision-Making	3
EDIL 867	Political Structures and Governance	3
EDIL 876	Advanced Educational Law	3
EDLC 899	Independent Dissertation Research	15
<b>TOTAL HOURS:</b>		<b>48</b>

<sup>11</sup> Six Terms or Two Years plus additional time the candidate may require to complete his or her dissertation (minimum of 15 hours)

<sup>12</sup>The program of studies includes 15 hours of core coursework; 18 hours in a given concentration; and a minimum of 15 hours of research related to completion of the candidate's dissertation

### **Doctor of Education: 63-Hour Program of Studies<sup>13</sup>**

#### **Concentration in Instructional Leadership**

The following presents a typical strategy for completing the requirements within LMU's 63-Hour Doctoral Program of Studies,<sup>14</sup> which is designed for those candidates entering the program with a master's degree plus 30 hours or an educational specialist degree. This plan should be used with advice from the candidate's major professor. Courses on the plan may be scheduled during terms other those indicated. This possible plan reflects required core, research, and primary concentration coursework and is not an instructional leadership licensure program.

EDLC 701	Leadership: Historical and Contemporary Perspectives	3
EDEC 752	Qualitative Research: Theory and Design	3
EDLC 702	Ethical, Social, and Diversity Considerations	3
EDEC 751	Quantitative Research Procedures	3
EDEC 755	Dissertation Research and Design	3
EDLC 821	Organizational Landscapes	3
EDIL 860	Group Methods and Processes	3
EDIL 861	Educational Finance	3
EDIL 866	Ethical Leadership and Decision-Making	3
EDIL 867	Political Structures and Governance	3
EDIL 876	Advanced Educational Law	3
EDLC 899	Independent Dissertation Research	15
<b>TOTAL HOURS</b>		<b>48</b>

<sup>13</sup> Six Terms or Two Years plus additional time the candidate may require to complete his or her dissertation (minimum of 15 hours)

<sup>14</sup> The program of studies includes 15 hours of core coursework; 18 hours in a given concentration; and a minimum of 15 hours of research related to completion of the candidate's dissertation. Candidates must complete the above courses, plus 15 hours of coursework in one of the following secondary concentrations.

#### **Curriculum and Instruction (EDCI)**

EDCI 869	Curr Leadership at the District Level	3
EDCI 872	Trends & Issues in Instructional Tech.	3

EDCI 873	Persp & Strats in Teaching & Learning	3
EDCI 874	Curricula for Literacy	3
EDCI 877	Teacher Leadership	3
<b>Higher Education (EDHE)</b>		
EDHE 851	Higher Edu: Theory, Fdn, & Pr	3
EDHE 852	College Student Dev. Theory	3
EDHE 855	Law in Higher Education	3
EDHE 854	Governance, Adm., and Politics	3
EDHE 856	Higher Education Finance	3
<b>Higher Education Concentration (HE)<sup>20</sup></b>		

The Higher Education concentration will help candidates acquire the knowledge and skills they will need to assume leadership roles in institutions of higher education (public and private); liberal arts and research-based sites; community colleges; and related academic entities.

Course Curriculum Provides:

- experience in conducting and publishing research which answers meaningful questions and makes a difference to campus practice and/or to the fields of higher education;
- preparation to effect change at site and organizational levels through creative interventions and program design;
- exposure to, and familiarization with, pertinent laws, regulations, policies; accrediting agencies; and standards of governing;
- strategies for relating to, and working with, diverse populations;
- skill development in how to communicate competently in a global and multicultural context; and
- strategies for appropriately confronting personal and institutional injustice and marginalization in higher education.

**Courses in this concentration include:** Higher Education: Theory, Foundations, and Principles; Higher Education Finance; College Candidate Development Theory; Policy Development and Analysis; and Governance Administration and Politics; and Critical Inquiry and Research Design.

<sup>20</sup> Available at LMU's Cedar Bluff Campus, Knoxville, TN

#### **Higher Education Concentration: 48-Hour Program of Studies<sup>21</sup>**

The following presents a typical strategy for completing the requirements within LMU's 48-Hour Doctoral Program of Studies<sup>22</sup> which are designed for those candidates entering the program with a master's degree plus thirty hours or an educational specialist degree. This plan should be used in conjunction with advice from the candidate's major professor. Courses on the plan may be scheduled during terms other those indicated. This possible plan reflects required core, research, and primary concentration coursework.

EDIL 701	Leadership: Historical and Contemporary Perspectives	3
EDEC 752	Qualitative Research: Theory and Design	3
EDEC 751	Quantitative Research Procedures	3
EDEC 755	Dissertation Research and Design	3
EDLC 821	Organizational Landscapes	3
EDHE 851	Higher Education: Theory, Foundations, and Principles	3
EDHE 852	College Student Development Theory	3
EDHE 855	Law in Higher Education	3
EDHE 854	Governance, Administration, and Politics	3
EDHE 856	Higher Education Finance	3
EDLC 899	Independent Dissertation Research	15
<b>TOTAL HOURS:</b>		<b>48</b>

*21 Six Terms or Two Years plus additional time the candidate may require to complete his or her dissertation (minimum of 15 hours)*

*22 The program of studies includes 15 hours of core coursework; 18 hours in a given concentration; and a minimum of 15 hours of research related to completion of the candidate's dissertation*

**Higher Education Primary Concentration: 63-Hour Program of Studies**<sup>24</sup>

The following presents a typical strategy for completing the requirements within LMU's **63-Hour Doctoral Program of Studies**<sup>25</sup> which is designed for those candidates entering the program with a master's degree plus thirty hours or an educational specialist degree. This plan should be used with advice from the candidate's major professor. Courses on the plan may be scheduled during terms other than those indicated. This possible plan reflects required core, research, and primary concentration coursework.

EDLC 701	Leadership: Historical and Contemporary Perspectives	3
EDEC 752	Qualitative Research: Theory and Design	3
EDEC 751	Quantitative Research Procedures	3
EDEC 755	Dissertation Research and Design	3
EDLC 821	Organizational Landscapes	3
EDHE 851	Higher Education: Theory, Foundations, and Principles	3
EDHE 852	College Student Development Theory	3
EDHE 855	Law in Higher Education	3
EDHE 854	Governance, Administration, and Politics	3
EDHE 856	Higher Education Finance	3
EDLC 899	Independent Dissertation Research	15
<b>TOTAL HOURS:</b>		<b>48</b>

Candidates must complete the above courses, plus 15 hours of coursework in one of the following secondary concentrations.

**Curriculum and Instruction (EDCI)**

EDCI 869	Curr Leadership at the District Level	3
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EDCI 872	Trends & Issues in Instructional Tech.	3
EDCI 873	Persp & Strats in Teaching & Learning	3
EDCI 874	Curricula for Literacy	3
EDCI 877	Teacher Leadership	3
<b>Instructional Leadership (EDIL)</b>		
EDIL 860	Group Methods and Processes	3
EDIL 861	Educational Finance	3
EDIL 866	Ethical Leadership and Decision-Making	3
EDIL 867	Political Structures and Governance	3
EDIL 876	Advanced Educational Law	3

*24 Six Terms or Two Years plus additional time the candidate may require to complete his or her dissertation (minimum of 15 hours)*

*25 The program of studies includes 15 hours of core coursework; 18 hours in a given concentration; and a minimum of 15 hours of research related to completion of the candidate's dissertation*

**36-Hour Program of Studies for LMU EdS Graduates (CI,IL)**

**Curriculum and Instruction**

The following presents a typical strategy for completing the requirements within LMU's **Thirty-Six Hour Doctoral Program of Studies**<sup>26</sup> which are designed for those candidates entering the program with an educational specialist degree from LMU in the concentration of curriculum and instruction. This plan should be used in conjunction with the Ed.D. Handbook, LMU's Graduate Catalog, and with advice from the candidate's Major Professor. As the EdS hours that are being accepted for transfer will have been taken in a given concentration (IL or CI), doctoral degree work must be in this same area of study. Any candidate interested in two concentrations rather than one, can select the 48-Hour Program. Courses on the plan may differ and/or be scheduled during terms other than those indicated – the depiction below is only a representation of one possible design. This plan reflects required core, research, and primary concentration coursework.

EDEC 751	Quantitative Research Procedures	3
EDCI 873	Perspectives and Strategies in Teaching and Learning	3
EDEC 752	Qualitative Research: Theory and Design	3
EDEC 755	Dissertation Research and Design	3
EDCI 877	Teacher Leadership	3
EDCI 869	Curriculum Leadership at the District Level	3
EDCI 872	Trends and Issues in Instructional Technology	3
EDLC 899	Independent Dissertation Research	15
<b>TOTAL HOURS:</b>		<b>36</b>

*26 The program of studies includes 9 hours of core coursework; 12 hours in a given concentration; and a minimum of 15 hours of research related to completion of the candidate's dissertation*

**Instructional Leadership**

The following presents a typical strategy for completing the requirements within LMU's **Thirty-Three Hour Doctoral Program of Studies** which is designed for

those candidates entering the program with an educational specialist degree from LMU in the concentration of Instructional Leadership. This plan should be used in conjunction with the Ed.D. Handbook, LMU's Graduate Catalog, and with advice from the candidate's Major Professor. As the EdS hours that are being accepted for credit will have been taken in a given concentration (IL or CI), doctoral degree work must be in this same area of study. Any candidate interested in two concentrations rather than one, can select the 48-Hour Program. Courses on the plan may differ and/or be scheduled during terms other than those indicated – the depiction below is only a representation of one possible design. This plan reflects required core, research, and primary concentration coursework.

EDEC 751	Quantitative Research Procedures	3
EDIL 860	Group Methods and Processes	3
EDEC 752	Qualitative Research: Theory and Design	3
EDEC 755	Dissertation Research and Design	3
EDIL 867	Political Structures and Governance	3
EDIL 876	Advanced Educational Law: A Legal Perspective in Specific Areas of Need	3
EDIL 866	Ethical Leadership and Decision-Making	3
EDLC 899	Independent Dissertation Research	15
<b>TOTAL HOURS:</b>		<b>36</b>

**Course Delivery**

The doctoral program operates on a cohort group model. However, prospective candidates and interested others may elect to enroll in individual courses as may be beneficial to their making a decision to pursue program admission and/or for their personal edification.

New cohort groups affiliated with all four concentrations begin during each fall term. In some instances, one or more cohort groups are merged for the delivery of core coursework this allowing for rich interdisciplinary discussions and opportunities for professional networking that may yield long-term benefits for all concerned.

During each term (summer, fall, spring) two courses are offered for candidate enrollment and three courses for those international candidates participating in the program.

Each term's course schedule is designed to leverage delivery of the program of studies that is aligned to completion of the degree; however, given the number of variables that must be factored into schedule development, there may be occasions when it is impossible to provide access to a specific course and/or access to a given course at a specific time.

**Attendance Policy**

At the graduate level, direct interaction with the course instructor and with other candidates is integral to each candidate's ability to acquire, integrate, and obtain a

better context for, the knowledge and skills that the course is designed to deliver. Therefore, each candidate is expected to attend each class and to interact with the instructor and other candidates as appropriate during, as well as outside of, class hours throughout the term. As we only meet five times per semester, each class constitutes 20% of your attendance and is critical to your successful completion of the requirements. Candidates should immediately "block off" teaching weekends in their calendars and, on the first day of class or before, inform the instructor if s/he has an unavoidable conflict. If, in such instances, you are unable to attend a regular class session due to circumstances beyond your control, your instructor may ask you to meet outside scheduled class hours, to ascertain the extent to which you have met your obligations as if you would have attended the missed class and to make up for your absence as your instructor deems appropriate. Candidates are also highly encouraged to collaborate with each other to ensure they are covered in the event of an absence. Candidates who miss any part of one class will not be eligible to receive full credit for class participation; candidates who miss any part of two or more classes will need to repeat the course. Finally, candidates must attend the final class weekend to receive a passing grade. A passing course grade is a B- or above, except in the class of EDLC-899, where a B- represents inadequate progress.

**Academic Misconduct**

Academic misconduct is a serious offense that jeopardizes a candidate's academic, career, and personal success. Candidates may be dismissed from the Doctoral Program for academic misconduct (including plagiarism). If that occurs, the candidate will receive an email and a letter indicating the infraction and effective date of dismissal. Candidates who are dismissed will not be readmitted to the Program.

**Comprehensive Examination**

When a candidate has completed all core and primary concentration coursework, he or she will be assessed on a comprehensive exam in the core and primary concentration coursework. Candidates who do not pass the comprehensive exam will be permitted one re-take of the exam. If candidates do not pass the Comprehensive Exam (either concentration and/or core areas), they will be required to address all questions related to the specific area, and Comprehensive Exam retake prompts and questions may be different from first attempt prompt and questions. Candidates who do not pass the comprehensive exam on their second attempt will be dismissed from the program. Candidates who do not submit a response to the Comprehensive Exam (either concentration and/or core areas) during the appropriate administration period will receive a failing score.

**Incomplete Policy**

Instructors may assign a grade of Incomplete (I) only in cases where a candidate has a documented emergency. Candidates must satisfy all course requirements, including outstanding assignments, within six weeks of the end of the

term (the day in which final course grades are posted) in which he or she receives an incomplete.

#### **Enrollment in EDLC 899 and Selection of Dissertation Chair**

Candidates may enroll in EDLC 899 Independent Dissertation Research hours at their discretion and in accordance with their respective Program of Study. Before enrolling in EDLC 899, a candidate must have an eligible LMU employee who has agreed to serve as dissertation chair. The criteria for serving as dissertation chair is as follows: eligible chairs are full-time employees of LMU who possess a terminal degree in a social science field in which the employee has published dissertation in a social science field. If a candidate would like to select a chair who does not meet this criteria, a formal request to the program director outlining his or her rationale for working with the chair; as part of the formal request, the candidate must provide the resume and a copy of the requested chair's dissertation for consideration. Once a candidate has a dissertation chair who has agreed to serve, he or she must enroll in the correct course synonym number associated with the specific course section of the chair.

#### **EDLC 899 Adequate Progress**

The candidates will meet with his or her chairs within the first three weeks of the term and complete the Form 12 - 899 Planning Form to agree upon adequate progress goals and work products for the term. Candidates will upload their co-signed 899 Planning Form to the portal within the first three weeks of each term, after the candidate and chair have met. Candidates cannot have more than one term of inadequate progress while enrolled in EDLC-899/Independent Dissertation Research hours. Adequate progress will be marked by a grade of A. Inadequate progress at the end of the term will be marked by a grade of B-; after the first term in which a candidate is marked with a B- in EDLC-899, the candidate must, in addition to completing the 899 Planning form, write a memorandum articulating in detail his or her understanding of what each goal entails, and what he or she expects to submit to meet each goal. A second term of inadequate progress shall be marked by C, and result in a candidate's dismissal from the program. No other grades shall be used for EDLC-899/Independent Dissertation Research coursework.

#### **Dissertation Requirements**

Candidates who have successfully completed coursework within their program of studies and passed the comprehensive examination will enroll in the appropriate section of EDLC-899: Independent Dissertation Research during each consecutive term until they have successfully written and defended their dissertation. A dissertation will not be accepted by the University until it is approved by the candidate's dissertation committee with no more required revisions and signed by the Director and the Dean. The quality of the dissertation will supersede any artificial graduation deadlines a candidate might have or expect.

Until final graduation approval has been given, candidates will continue to enroll in in the section of

EDLC-899 that is designated for the chair of their dissertation committee. In the event candidates successfully complete all degree requirements (including the approval of the dissertation) during a given term but have not met the required deadlines for graduation, they will officially graduate in either May or December and do not need to pay tuition for any terms between their date of completion and graduation ceremonies. Candidates will have five (5) years from the time of initial enrollment to complete all requirements for dissertation approval. An university reviewer shall review all dissertations before final approval.

Dissertations must exhibit original research by the candidate; however, this does not preclude doctoral candidates from including secondary analysis of existing data.

#### **Policies Related to Dissertation Production**

**Publication, and Distribution.** With respect to theses and dissertations, a University candidate must, as a condition of a degree award, grant royalty-free permission to the University to reproduce and publicly distribute, including by technologies now known or developed in the future, on a non-commercial basis, copies of the thesis or dissertation. (*LMU Faculty Staff Manual Intellectual Property policy IV.10*) Candidates who live in the greater Knoxville area must pick up the copies of their dissertation within three months of it being published. After three months, the university is no longer responsible for the copies. Additionally, no copies will be mailed to candidates living in the greater Knoxville area.

Following consultation with the Doctoral Program Director, the Dean of the Carter & Moyers School of Education may elect to enforce the following policy: The University is not responsible for any opinions expressed in works that are created through the independent efforts of candidates, faculty and/or staff, which opinions shall be the sole responsibility of each individual creator. The University reserves the right to require an appropriately worded and displayed disclaimer to that effect to accompany any publication of a work that arises from the independent efforts of its candidates, faculty and/or staff. Further, the name of the University or reference to the University shall not be used in any form of publicity without prior written approval from the University.

*LMU Faculty Staff Manual Intellectual Property policy III.3*

#### **Adherence to Established Program Deadlines**

The following table presents the deadlines for completion of doctoral candidates' dissertation work. Please note that there is a distinction between deadline dates for participation in graduation exercises and deadlines for completing work prior to the end of a given term.

#### **Deadline Dates for Participation in the Spring and Fall Graduation Ceremonies**

**Spring:** Dissertation has been approved by the Dean by March 31 for a May graduation (Intent to Graduate forms due March 31)

**Fall:** Dissertation has been approved by the Dean by October 31 for a December graduation (Intent to Graduate forms due October 31)

**Summer:** Dissertation has been approved by the Dean by June for a Summer degree conferral (Intent to Graduate forms due June 15). No commencement services are held in the summer so Summer graduates will walk in December but will have degrees conferred in July.

**Deadline Dates for Completing Work Prior to the End of a Given Term**

**Spring:** To avoid registering for the summer term, dissertation has been approved by the Dean by April 30

**Summer:** To avoid registering for the fall term, dissertation has been approved by the Dean by July 31

**Fall:** To avoid registering for the spring term, dissertation has been approved by the Dean by November 30

**Criteria for Taking Comprehensive Examination**

Candidate must have successfully completed all coursework (i.e. B- or above) for which he/she is being assessed on the comprehensive exam.

**Criteria for Scheduling a Proposal Defense**

Candidates must have successfully completed all coursework in their primary concentration and passed their comprehensive exam in the core and primary concentration. Completed Chapters 1-3 must be approved by the committee Chair (Form 2), and, after Chair approval, sent to all committee members at least two weeks prior to Proposal Defense date.

**Criteria for Submitting an IRB Application**

Candidates must meet all criteria to schedule a Proposal Defense, and must have successfully passed their Proposal Defense. Candidates must upload a completed and signed Form 3 to the Portal.

**Criteria for Scheduling a Dissertation Defense**

Candidates must have completed Chapters 1-5 approved by committee Chair, and after Chair approval, sent to all committee members at least two weeks prior to the Dissertation Defense date. Candidates must have a valid (non-expired) active IRB approval. Candidates must have completed and signed Form 5 and Form 6 submitted to the Academic Support Assistant.

**Criteria for Graduation**

Candidates must have filed completed and signed Form 9 - Intent to Graduate; form must be filed to the registrar by October 1<sup>st</sup> for December graduates and March 1<sup>st</sup> for May graduates. Candidates who have not successfully passed their Dissertation Defense may not file an Intent to Graduate Form. Candidates must have successfully completed their Program of Study, successfully passed their Dissertation Defense, and be in good standing with the university.

Candidates must have completed all final revisions, closed out the study with the IRB, submitted the dissertation to ProQuest, and have completed and signed Form 11 with all necessary signatures completed and turned into the EdD Program Office by October 31<sup>st</sup> and March 31<sup>st</sup>.

**Leave of Absence**

A candidate who wishes or needs to interrupt study temporarily because of personal exigencies may request a personal leave of absence. A candidate who is current with his or her degree requirements is eligible for a personal leave after satisfactory completion of at least one term of study. Personal leaves cannot be granted retroactively and normally will not be approved after the tenth day of a term.

To request a personal leave of absence, the candidate must complete the appropriate form explaining the reasons for the leave, stating both the proposed start and end dates of the leave, and the address at which the candidate can be reached during the period of the leave. A copy of this form is available on the Dissertation Portal. Upon program re-entry, the candidate must schedule a meeting with the Program Director and complete a re-enrollment form a copy of which will be sent to the LMU Registrar. The following information further explicates the leave of absence process.

1. The Dean, on the recommendation of the Doctoral Program Director, must approve all leaves of absence.
2. Candidates in doctoral program may be granted a leave for up to one (1) academic year (three terms). The expected last date of registration will be adjusted by one term for each term of the leave.
3. Candidates on leave may complete outstanding work in courses for which they have been granted approved incompletes. They may not, however, fulfill any other degree requirements during the time on leave.
4. A leave of absence does not exempt the candidate from meeting the tuition requirement or payment of fees already accrued.
5. A candidate on leave of absence is not eligible for financial aid, including loans; and in most cases, candidate loans are not deferred during periods of non-enrollment.
6. Candidates should consult the University Financial Aid Office to ascertain financial aid implications prior to applying for a leave of absence.
7. A candidate on leave of absence is not eligible for the use of any University facilities normally available to enrolled candidates.
8. Candidates on leave of absence must file a formal application for readmission and submit it to the doctoral program office. The doctoral program office will forward a copy of the application to the Registrar. Such notification should be given at least four weeks prior to the end of the approved leave.
9. Candidates who fail to register for the term following the end of the approved leave will be administratively withdrawn from the doctoral program.



10. Candidates who do not apply for a personal leave of absence, or whose application for a personal leave is denied, and who do not register for any term, will be administratively withdrawn from the doctoral program.

**Time Limitation and Continuous Enrollment**

Candidates in the doctoral program are subject to the following policies:

1. A candidate has five (5) years from the date of admission to the doctoral program to complete the dissertation and the doctoral degree. A candidate who does not maintain continuous enrollment without a leave of absence is considered dropped from the doctoral program. Because a candidate is considered dropped from the program, a candidate would have applied to the EdD program and participate in the admission cycle again as a new candidate. Additionally, any coursework previously taken would be evaluated by program director to determine if any of the previous coursework would apply to the new program of study.
2. Candidates enrolling in EDLC 899 Independent Dissertation Research credit hours must register on or before the Registrar's published registration deadlines. Failure to comply with this requirement shall result in administrative withdrawal.
3. Candidates may not reenroll in the program following an administrative withdrawal.

Candidates need to complete the requirements for their degree within five (5) years from their enrollment date in the doctoral program. Candidates who do not complete their degree within this timeframe are subject of being administratively withdrawn from the program.

# School of Mathematics and Sciences

## Master of Science

### Mission Statement

The Master of Science (MS) program at LMU is dedicated to providing advanced academic learning in the life sciences through graduate coursework, professional training, and research. Graduates from this degree program are able to independently explore an area of the primary literature of the life sciences, analyze and critique published research reports, and communicate about life sciences in formal oral and written modalities.

This academic program seeks to enhance the learning of three mission-related graduate populations of students:

- Those seeking doctoral-level education in the health-related professions
- Those seeking in-depth and focused study of human anatomy
- Those seeking to complete a thesis research project prior to a dissertation research project in the life sciences

This LMU degree program is a collaborative effort among the School of Mathematics and Sciences, the DeBusk College of Osteopathic Medicine (DCOM), and the College of Veterinary Medicine (CVM). Faculty from these areas work together to provide students with graduate courses and research opportunities.

### MS Program Overview

The Master of Science (MS) program is a 37 (AS and BMS) and 30 (VBS) graduate hour minimum full-time program of study designed for college graduates who want to pursue further studies in the realm of life science. With the normal academic credit load and no deficiency courses, this program may be completed in two semesters. For students lacking pre-requisite courses (deficiencies) or for whom the Admissions Committee determines their need to repeat specific courses (deficiencies), this program may require more than two semesters to complete. Students who gain acceptance into DCOM or CVM, may complete required or additional graduate courses during their first year of medical school.

Four majors are offered in LMU's MS program:

- **Anatomical Sciences**
- **Biomedical Sciences**
- **Life Sciences Research**
- **Veterinary Biomedical Science**

Each of these majors within the degree program is focused to help you as a student make the most of your graduate education. The programs have experienced oversight which is maintained by the MS Administrative Dean, the MS Graduate Council, and admission committees consisting of faculty in the related departments. Courses for your program of study in the MS program are assigned by these committees on an individual student basis considering your

academic record and performance in the MS program; the schedule of classes is based on which specific courses will be most beneficial to the student regarding his or her future academic/career goals. In some cases very specific deficiency courses are required and in other cases the student may have a choice. Enrollment in the DCOM and the CVM courses is limited by the standards set forth by the MS program and its policies. These are detailed in this catalog.

### Biomedical Sciences (BMS)

This program is designed to offer students a structured route to future entry into professional school. Among the four MS majors, BMS offers the most tailored route for students whose aspirations include medical school. Throughout the year of study, students will enroll in graduate courses along with specific medical school classes at the DeBusk College of Osteopathic Medicine (DCOM). These medical school courses may include Medical Gross Anatomy, Histology and Neuroanatomy if the prerequisites are met and there is sufficient capacity in the courses. These courses will be taken alongside first-year DCOM students.

Other significant aspects of the program include the following:

- **Guaranteed Acceptance: Tier 1**
  - Students who maintain a cumulative 3.4 graduate GPA or higher in the fall semester, has a MCAT score of 499 (by end of fall semester), and completes their American Association of Osteopathic Medicine Application Service (AACOMAS) application are given conditional acceptance at LMU-DCOM pending a satisfactory interview.
  - If a student drops at least one of the professional school courses (ANAT 701 and ANAT 714) during the fall semester then he/she will not be granted the interview for the guaranteed acceptance tier.
- **Guaranteed Interview: Tier 2**
  - Students who maintain a cumulative 3.0 graduate GPA or higher in the fall semester and complete their American Association of Osteopathic Medicine Application Service (AACOMAS) application are guaranteed an interview at LMU-DCOM in the spring semester.
  - If a student drops at least one of the professional school courses (ANAT 701 and ANAT 714) during the fall semester then he/she will not be granted the interview.

- Both Tiers
- Grades of B or above in professional school courses will be applied to your future transcripts at LMU-LMU-DCOM if accepted.
- Before the actual interview, an interview workshop is provided along with an individual mock interview with faculty/staff in MS program.
- Many of the students in the program, will learn about their acceptance into LMU-DCOM before the end of the spring semester.
- Failure to successfully complete all spring courses may result in rescinded acceptance to LMU-DCOM.

### **Anatomical Sciences (AS)**

The Anatomical Sciences (AS) major is designed to assist students who foresee a future that involves working in the anatomy discipline. This can include working alongside an anatomist, teaching anatomy related courses at a community colleges, or pursuing a medical degree. Students will also be prepared to pursue advanced graduate study in anatomy.

LMU's Hamilton Mathematics and Sciences Building houses the Neal Cross Memorial Anatomy Laboratory and model room. This is a state-of-the art human gross anatomy teaching suite. Donor programs allow MS students to have access to study anatomy and take part in graduate research projects such as detailed dissections and plastinations. Additional research and teaching opportunities are also available to students in this major.

Other significant aspects of the program include the following:

- Conditional Acceptance: Tier 1
  - Students who maintain a cumulative 3.4 graduate GPA or higher in the fall semester, has a MCAT score of 499 (by end of fall semester), and completes their American Association of Osteopathic Medicine Application Service (AACOMAS) application are given conditional acceptance at LMU-DCOM pending a satisfactory interview.
  - If a student drops at least one of the professional school courses (ANAT 701 and ANAT 714) during the fall semester then he/she will not be granted the interview for the guaranteed acceptance tier.
- Guaranteed Interview: Tier 2
  - Students who maintain a cumulative 3.0 graduate GPA or higher in the fall semester and complete their American Association of Osteopathic Medicine Application Service (AACOMAS) application are guaranteed an interview at LMU-DCOM in the spring semester.

- If a student drops at least one of the professional school courses (ANAT 701 and ANAT 714) during the fall semester then he/she will not be granted the interview.

- Both Tiers
  - Grades of B or above in professional school courses will be applied to your future transcripts at LMU-LMU-DCOM if accepted.
  - Before the actual interview, an interview workshop is provided along with an individual mock interview with faculty/staff in MS program.
  - Many of the students in the program, will learn about their acceptance into LMU-DCOM before the end of the spring semester.
  - Failure to successfully complete all spring courses may result in rescinded acceptance to LMU-DCOM.

### **Life Science Research (LSR)**

The Life Sciences Research major is designed for students who wish to earn a PhD or enter the workforce as researchers. Throughout the program students will work on a research project to complete their MS thesis. Core coursework includes Colloquial Principles of Life Science, Research Design & Analysis, and Scholarly Writing in the Life Sciences. Elective courses provide a selection of theory and technique courses to support student thesis research. A Supervisory Committee is appointed to guide the student through this thesis research and to advise on the course selections for the student who selects this major.

### **Veterinary Biomedical Science (VBS)**

This program is designed to offer students a structured route to future entry into professional program of study such as a College of Veterinary Medicine, doctoral-level education in a health-related profession or biomedical research. Students will have the opportunity to enroll in Veterinary Anatomy I and II alongside first-year CVM students attending LMU's College of Veterinary Medicine (LMU- CVM).

Other significant aspects of this track include the following:

- If a grade of "B" or above is earned in LMU-CVM courses, students who are accepted into the veterinary school will not have to repeat the classes during their first year at the LMU-CVM. This will allow students who are accepted into the LMU-CVM to enter with 10 earned credits. During their first year in the CVM they may apply to be considered as Veterinary Teaching Assistants.
- Students who maintain a cumulative 3.0 graduate GPA or higher in the fall semester of the VBS major and complete their Veterinary Medical College Application Services (VMCAS) application and apply to LMU-CVM will be

granted an interview with the LMU-CVM in the spring semester. Before the official interview mock interviews will be conducted with faculty and staff in order to help prepare students for the interviews.

- Students may elect to continue their graduate research project as a thesis research project which should result in a scholarly research publication or presentation. If this pathway is selected the student may continue to pursue the research during the summers as approved by their Supervisory Committee.

### **MS Admission Requirements & Procedures**

Generally policies will follow existing LMU policies for undergraduate and/or master's degree programs with any differences for this degree program noted in this catalog. Any specific differences among the four major tracks of this Master's degree are included below.

Former DCOM or CVM students who seek admission must submit two additional letters from faculty members of that specific LMU professional college. These must be submitted in the complete and normal Master of Science admissions process.

Each applicant is evaluated holistically by considering each required element of the application package including telephone interview, science course GPA, cumulative GPA, letters of recommendation and standardized test scores.

#### **Admission Requirements and Standards**

##### **A. A completed bachelor degree from an institution with regional accreditation or equivalent verification in the case of international degrees.**

Degrees from foreign countries must follow LMU's policies for certifying international degrees and/or credit.

##### **Minimum undergraduate course work in the natural sciences and mathematics:**

- Mathematics 6 credit hours at the College Algebra level or higher
- Biological Sciences 16 credit hours with labs
- Chemistry 16 credit hours including 8 credits of Organic Chemistry and labs
- Physics 8 credit hours of algebra- or calculus-based with labs

##### **Recommended undergraduate course work (these are pre-requisite courses for certain graduate courses):**

- Probability & Statistics (for LSCI 604 Graduate Life Sciences Research Design and Analysis)

##### **B. Standard Test Scores and Grades**

Grade point averages are computed by including courses from all transcripts. All applicants must submit standardized test scores for their application file to be considered by the admissions committee for their selected program.

Scores from the following standardized tests will be considered for admission to the LMU Master of Science Program but it is the applicant's responsibility to take the

appropriate entrance exam and to achieve a competitive score for their target professional or graduate program.

Medical College Admissions Test (MCAT), Graduate Record Examination (GRE), Dental Admission Test (DAT), Optometry Admission Test (OAT), Pharmacy College Admission Test (PCAT)

**A typical applicant** who is accepted to the LMU Master of Science program meets or exceeds the following:

MCAT (2017 version) 492 and above  
GRE 292 and above with a writing score of 3.5 and above

DAT 17 and above

Scores from the Optometry Admission Test (OAT) and the Pharmacy College Admission Test (PCAT) will also be considered.

Science course GPA > 3.0 OR

Cumulative GPA > 3.0

#### **OR**

Evidence of a trajectory of improved academic performance, especially in science course work

If English is not the applicant's native language, the international student must submit her/his official score report from the Test of English as a Foreign Language (TOEFL). This score will also be considered holistically along with the other elements of the application package. The applicant must also display proficiency in spoken English during the telephone interview.

##### **C. Letters of Evaluation**

**Biomedical Sciences, Anatomical Sciences, Life Science Research, Veterinary Biomedical Science:**

Two letters of evaluation from the applicant's instructors or one committee letter from a health professions advisory committee. At least one letter must be from a natural science instructor.

##### **D. Telephone interview and personal statement**

The telephone interview will allow admissions committee members to assess your fit for your selected program. The personal statement should professionally articulate how the Master of Science program will benefit your educational and career goals.

##### **E. Transfer credit**

A maximum of 6 relevant graduate credit hours only by approval of the program-specific Master of Science Admissions Committee may be granted. The request for transfer of courses MUST be submitted before the first day of classes of the student's first semester.

#### **Program Acceptance**

Admissions Committees are established for the four Master of Science majors. When reviewing application files the committee looks at numerous applicant criteria including

standardized test score(s), undergraduate coursework, letters of recommendation, personal statement, and any other pertinent materials that may be included with the file. Upon acceptance into the Master of Science program, applicants will receive an official packet of materials including an acceptance letter, and any other items that may be deemed necessary. Deadlines regarding program deposits, residential life, immunization records, etc. will be included in the acceptance packet.

### Acceptance Deposits

In order to secure your seat in the program, you must submit a deposit. For students living off campus a deposit of \$250 is required. For students who opt to live in university housing a deposit of \$500 is required.

- If you choose to live in LMU housing, you are responsible for the submission of an LMU Housing Application and for timely communication with LMU Residence Life Staff.

All deposits may be submitted by telephone by calling the Cashier's Office at 423.869.6315 or 423-869- 6336.

Students may also submit their deposit via mail at the following address:

Lincoln Memorial University  
Master of Science Program  
6965 Cumberland Gap Parkway Harrogate, TN 37752

### Tuition and Fees

Tuition for the Master of Science (MS) program in the 2019-2020 academic year is \$975 per credit hour. The rate for Life Science Research is \$460 per credit hour. The per credit hour tuition rate for deficiency courses is \$895. Students previously enrolled in the Master of Science degree program who become new OMS-1 DCOM students may complete MS courses toward the MS degree at no additional tuition charge above tuition paid for their OMS-1 year as long as the total credits in courses for both programs do not exceed the maximum number in the typical OMS-1 schedule. Master of Science students who return to complete the degree will be charged the tuition rate in force when they return to complete the required courses for the degree. Students desiring to complete the MS degree in OMS 2 or later will be charged the tuition rate in force when taking the courses.

### Course Load

Full-time status of a Master of Science graduate student is a minimum of 9 graduate credits in a fall or spring semester or 6 during a summer session. Many Master of Science program students enroll in a total course credit load of 12-19 credits which may include deficiency courses.

### Orientations

As an MS student you will be required to attend multiple orientations. The MS Orientation will include program familiarization, establishing your fall schedule, finalizing your financial aid and completing the registration process. An orientation for library resources will occur in the first semester of the LSCI 603 course. The third mandatory orientation is for students participating in Medical Gross Anatomy alongside DCOM OMS-1 students or students

participating in Veterinary Anatomy alongside CVM students.

### Academic Standards

The academic standards of MS are clearly defined and bulleted below. These standards are designed to ensure that students are successful in their studies, both in MS and in their future graduate or professional school experiences.

**They are strictly enforced and will not be compromised.**

- No students will be able to enroll in any Masters of Business Administration courses while taking MS courses. Students accepted into the DO-MBA program must take the MBA courses in the summer following their first two MS semesters.
- the summer following their first two MS semesters.
- Failure to achieve a cumulative **3.0 or higher GPA** in the fall semester may result in the loss of your DCOM or LMU-CVM interview.

**Students who do not maintain a 3.0 GPA in the fall semester will be placed on academic Probation.**

### Deficiency Courses

Required undergraduate deficiency coursework is determined by the designated MS program Admissions Committee at the time of admission. This coursework will include courses in order to complete any deficiencies or pre-requisites. Key science courses in which the student previously earned grades of C or D are typically required to be repeated in order to improve the academic portfolio of the student and to provide a foundation for the subsequent courses in the MS curriculum. Again, completing required deficiency courses will extend the time required to complete the MS degree. The student may complete deficiency courses prior to beginning the MS program as long as transcripts are submitted which demonstrate the deficiency has been filled.

### Potential Deficiency Coursework

BIOL 315	Molecular Genetics 3 credit hours
BIOL 441	Biochemistry 4 credit hours
MATH 270	Probability & Statistics 3 credit hours
PHIL 420	Ethics 3 credit hours
PHIL 430	Medical Ethics 3 credit hours

### Employment while a Graduate Student

The curriculum of the MS at LMU is designed to enhance a student's academic qualifications. All classes are preparatory coursework for professional school and other post-graduate goals. It is strongly recommended that students are not employed during the duration of the program. This ensures that they will be able to focus 100% upon their studies.

### Grading Scale for Master of Science Courses

A = 90.51 - 100%; expected student learning outcomes were demonstrated by superior quality student work in all aspects of the course

**B** = 80.51 - 90.50%; expected student learning outcomes were demonstrated by better than average quality of student work in the course

**C** = 70 – 80.5%; expected student learning outcomes were demonstrated in student work

**F** = 69.99 % or less; expected student learning outcomes were not demonstrated in student work

### **Standing Oversight Committees**

#### **Master of Science Graduate Council**

The MS Graduate Council is the policy making and recommending body for the Master of Science degree program. It is composed of the Program Directors and the MS Administrative Dean. The Recruitment and Student Services Coordinator is an ex officio member. It meets regularly to review program function, admissions status, student academic progress, proposed academic changes, and policy effectiveness. It also serves as the primary appeals committee. Programmatic recommendations flow from this council to the collaborating school or college councils before being considered by the University Academic Council, University Cabinet, University President, or Board of Trustees.

#### **Admissions Committees**

Admissions Committees – These committees consist of faculty and administration members from the collaborating programs.

For admission to the **Biomedical**

**Sciences major**: two faculty members from DCOM Basic Biomedical Sciences, the Program Director, and two faculty members from the Department of Biology.

For admission to the **Anatomical Science major**, two faculty members from DCOM Department of Anatomy and the Program Director.

For admission to the **Life Science Research major**: a research faculty from DCOM, a research faculty member from CVM, the Program Director, and a research faculty member from the Department of Biology.

For admission to the **Veterinary Biomedical Science major**: two faculty members from LMU-CVM, the Program Director, and one faculty member from the Department of Biology.

#### **Thesis Supervisory Committees**

The appointment of all Supervisory Committee members is made by the MS Administrative Dean upon recommendation of the graduate faculty members and agreement by the graduate student.

#### **Life Science Research Major**

These student focused committees function to provide course work and thesis project direction and approval for each individual graduate student in the Life Sciences Research major. Each committee conducts a comprehensive review of the student's academic performance after their first semester, reviews and approves the thesis project proposal, reviews and approves the

completed thesis document, and conducts the final oral defense of the thesis project.

The supervisory committee membership will be:

- Chair – LMU graduate faculty member with direct research supervision responsibility and expertise related to the student's research topic
- Member Two – graduate faculty with relevant expertise to support the student research topic
- Member Three – graduate faculty selected to complement the knowledge of the other members
- Additional members may be appropriate

#### **Appeals Committee**

This committee exists to resolve any academic matter that arises in the Master of Science program. Members of this committee will be the Master of Science Graduate Council which consists of the MS Administrative Dean and each MS Program Director. Each of these Program Directors holds their position as confirmed by the VPAA, and respective deans. One faculty member from each entity will serve with an alternate member appointed in cases of conflict of interests. Academic appeal decisions are based upon overall academic performance while in the MS program.

Note: The need to repeat a course is not looked upon favorably by professional schools. Granted remediation of a course does NOT guarantee consideration or admission to either school even if significantly improved grades are earned upon a second attempt.

#### **Fall 2019**

Last day to appeal to repeat a fall 2019 Master of Science graduate course December 26

Last day to appeal a fall 2019 Master of Science graduate course grade December 28

#### **Spring 2020**

Last day to appeal to repeat a spring 2020 Master of Science graduate course May 29

Last day to appeal a spring 2020 Master of Science graduate course grade May 31

### **MS General Policies and Standards**

Students must earn and maintain a cumulative grade point average (cumGPA) of 3.0 or more. Failing to reach this standard will result in academic probation. Successful completion of the degree program requires a 2.85 GPA. For students in the Life Science Research major, the supervisory committee will review the academic record on a semester-by-semester basis. The supervisory committee also will review thesis project progress each semester. The supervisory committee has the authority to recommend removal of the student from the program. The MS Administrative Dean will provide official notification in such cases.

If the student is completing deficiency courses, the 2.85 GPA performance level includes graduate and undergraduate courses. However, calculation of cumGPA for graduation from the MS degree program does not include undergraduate courses. Participation in elective courses is competitive and students will be selected based on professional and academic performance.

**Appeals** – In the event that a student wishes to submit an appeal regarding an academic matter, a formal written appeal must be submitted within the specified timeframe. Deadlines for these appeals are published for each academic year. Appeals must be submitted to the MS Administrative Dean or via the MS Recruitment & Student Services Coordinator. Appeals for inclusion of graduate transfer credit must be submitted to the Admissions Committee for the selected major program.

In cases other than for repetition of a course, a disputed course grade, or consideration of graduate transfer credit, the appeals committee is expected to collect information from all parties to the matter in question, hold a hearing in which parties to the appeal will be invited and notified with at least 48 hours advanced notice, and reach a decision on the matter within 24 hours of the hearing. In the eventuality that more investigation is needed after the hearing, all parties to the matter will be notified of the timeline for reaching a conclusion for the matter. A decision must be reached by no more than one week after the initial hearing. Decisions of this committee will be communicated to the party making the appeal as well as any individuals named in the appeal along with the relevant Deans and the Vice President for Academic Affairs. Final decisions will be communicated no more than 1 week after a hearing. A log of matters and copies of all communication related to an appeal will be maintained by the MS Administrative Dean's Office.

**Attendance** - Graduate students in the Master of Science degree program are required to follow the attendance policies of each of the courses in which they are registered.

**Medical Leave of Absence** – A student may petition to their Program Director, for a medical leave of absence from a Master of Science major program of study in event of a medical condition which prevents normal participation in the required activities of the degree program for more than one week. For a student in the Life Science Research major, the petition should be supported by the supervisory committee affirming that the student is at a stage in their program where they may return and continue the approved thesis research or will be allowed to propose another research topic on return to active status in the program. If the supervisory committee is not supportive of continuation after the medical leave of absence, the student will need to request a different supervisory committee on return to active student status. If a supervisory committee cannot be assembled for the student, the student will be advised to complete a different major in the program or discontinue the Master of Science.

#### **Master of Science Satisfactory Academic Progress Policy**

At the end of the first semester in the Master of Science program and each subsequent semester if applicable, the student's grades from graduate course work will be evaluated to determine whether attaining the required 2.85 or higher cumulative grade point average (cumulative GPA) needed for graduation is possible. If it is determined

to be numerically impossible to reach this required cumulative GPA level, even with earning the highest grades possible in subsequent course work, the student will be dismissed from the program. This will be calculated based on the typical situation of at least 30 total graduate credit hours to complete the degree. This policy shall not supersede university-wide policies except in defining the manner in which sufficient academic progress is determined in this academic program.

#### **Change of Major**

At the end of the first semester after admission to the Master of Science degree program, a student may apply to change their major within the degree program. The student needs to recognize and understand that such a change may require additional course work and thus time to complete the degree. Changes at other points in the program must first be discussed with the Administrative Dean.

#### **Process:**

- Submit a Master of Science Change of Major form to the Recruitment and Student Services Coordinator.
- Review and action by the Master of Science Graduate Council.
- The Admissions Committee for the proposed major will review the academic record and stated reasoning of the student applying to change their major. This committee will make a decision to either accept the student into the major or not. Capacity is limited in certain majors so this may be competitive.
- The Admissions Committee will notify the Recruitment and Student Services Coordinator, who will assist the student in any changes to their planned course of student and/or registration for the spring semester.
- If the change of major is not approved, the student will receive notification and explanation and should continue their course of study or seek other educational programs that will better meet their needs.
- Appeals of the decisions will be handled through the Master of Science Graduate Council acting as the Appeals Committee.

#### **Dual Major**

Although atypical, a student may desire to earn more than one major in the Master of Science program. To earn the second major, the MS student must complete an additional 15 graduate credit hours not duplicating any required courses for the first major. These additional credit hours must include all additional required courses for the second major plus any non-duplicative elective courses.

Application must be made before the first day of classes of the second semester in the MS program. The Admissions Committee of the second major will review and act on the application immediately. Students already in medical school may not select the dual major option as insufficient time is available to complete the additional courses.

### **Course Repetition**

A course in which the student earns a failing grade may be repeated only one time. A request to repeat form must be submitted by the deadline published in the MS Catalog. The MS Graduate Council will review the request, make a decision, and may forward the request to the department offering the course. The department offering the course will determine capacity in making its final decision. The purpose of repeating a course is to replace the previously earned grade in calculation of the cumulative GPA in order to remove the probationary status and/or determine graduation eligibility. The original grade continues to be reported on the transcript and should also be reported by the student to avoid the consequences of false reporting to any other educational institution.

### **Participation in DCOM courses**

Participation in DCOM courses is dependent on past academic performance, capacity, and adhering to ethical and behavioral standards. Pre-requisites must be met by the student and sufficient capacity must exist to accommodate the student in the course. Students with superior grades have an obvious advantage when being considered for this privilege. As communicated in the course descriptions of this catalog there are certain courses for which enrollment requires the student to be in a specific degree seeking program and are not open to any other students.

### **Participation in Research Courses**

Capacity for students to participate in research projects is limited by the number and workload of supervisory faculty members in the several departments. Although past scholarly work is a desirable characteristic of a medical school or residency applicant, it is not a requirement. Master of Science students must take advantage of the opportunities to become familiar with faculty expertise and current research activities. The student should request a short meeting to discuss becoming part of these ongoing efforts and then reach a mutual decision to contribute to that faculty member's research team. Depending on the amount of research effort, variable academic credit is available. Students may need to conduct research activities during the summer in order to complete the requirements. Students must realize that scholarly activity is time intensive and that it demands an investment beyond the typical time devoted to lecture or lab courses.

### **Participation in CVM Courses**

Participation in College of Veterinary Medicine courses is dependent on past academic performance, capacity, and adhering to ethical and behavioral standards. Pre-requisites must be met by the student and sufficient capacity must exist to accommodate the student in the course. Students with superior grades have an obvious advantage when being considered for this privilege. As communicated in the course descriptions of this catalog there are certain courses for which enrollment requires the student to be in a specific degree seeking program and are not open to any other students.

### **Research Awards**

Students may submit their own application or they may nominate another MS student for an LMU MS Research Award. These awards will be given based on the merit of the scholarship completed and may be used to defray expenses of traveling to a regional, national, or international meeting to present the completed scholarly work of the student or team of students. Deadlines and award dates are published in the Academic Calendar of this Catalog. A single award will be made for a team project. The team may decide to send a representative or split the award among the members allowing more than one member to participate in the target professional meeting. The students should record the award on their CV. To be considered for an LMU MS Research Award, the student must submit an abstract of the work that has been completed, a letter of evaluation from a graduate faculty member familiar with the work, and information on the meeting for which the student(s) plan to present the work. The Master of Science Graduate Council, or its assignees, will review all applicants and make the awards. Awards may be granted multiple times each budget year depending on available funds.

### **General Graduation Requirements**

A minimum of 37 (AS and BMS) and 30 (VBS) credit hours graduate course work and satisfactory completion of all core courses is required for graduation with the Master of Science degree. The student must complete the degree program with a minimum cumulative G.P.A. of 2.85 or greater to be awarded the degree unless otherwise required to be higher.

Students in the Anatomical Science and Life Science Research majors must present their work at a regional professional meeting at a minimum. Publication or presentation in a national or international context is encouraged.

The student must maintain a cumulative G.P.A. of 2.85 or be placed on academic probation. Failure to meet or exceed this standard of academic progress in the subsequent semester will result in dismissal from the program. Students are also required to complete all program and university assessments and surveys.

### **Maximum Timeframe for Program Completion:**

Students who enter the Master of Science program in the Anatomical Sciences, Biomedical Sciences, or Veterinary Biomedical Science majors must complete their studies for the graduate degree within 2 years after initial registration. Students in the Life Science Research major must complete all requirements within 3 years full-time enrollment or 5 years part-time enrollment after initial registration. A request for an extension requires the approval of the Master of Science Graduate Council and the Administrative Dean.



## MS Curriculum & Standards

### Master of Science Programs of Study

#### Anatomical Sciences Major (minimum 37 total credit hours)

##### Required Courses

ANAT 604	Intro to Radiographic Anat. & Clinical Imaging (3)
ANAT 624	Human Embryology (3)
ANAT 699	Medical Gross Anatomy Dissection (3)
ANAT 701	Medical Gross Anatomy (MGA) (7)
ANAT 714	Medical Histology (4)
LSCI 603	Colloquial Principles of Life Science (1)
LSCI 604	Grad. Life Sci. Research Design & Analysis (3)
LSCI 611	Intro to Pharmacology (3)
LSCI 613	Case Studies in Life Sciences (1)

##### Electives Courses

ANAT 603	Meth. of Curriculum Development and Teaching
	Human Gross Anatomy (3)
ANAT 653	Spec. Topics in Clinical Anatomy (1-3)
ANAT 715	Neuroanatomy (3) BCHM 503 Advanced Cellular Biochemistry (3)
LSCI 503	Adv. Molecular Genetics & Cell Biol. (3)
LSCI 504	Adv. Techniques for Molecular Biol. (2)
LSCI 506	Microscopic Imaging Theory & Tech. (3)
LSCI 507	Life Sci. Research Instrumentation (2)
LSCI 508	Techniques of Physiological Research (2)
LSCI 606	Appl. Ethics in Biomedical Sciences (3)
LSCI 693	Life Sciences Thesis Research (1-9)
ANAT 614	Evolutionary & Comparative Anat. (3)
ANAT 683	Graduate Anatomy Project (1-3)

#### Biomedical Sciences Major (minimum 37 total credit hours)

##### Required Courses

ANAT 701	Medical Gross Anatomy (MGA) (7)
ANAT 714	Medical Histology (4)
BCHM 503	Advanced Cellular Biochemistry (3)
LSCI 503	Adv. Molecular Genetics & Cell Biology (3)
LSCI 510	Advanced Vertebrate Physiology (3)
LSCI 603	Colloquial Principles of Life Science (1)
LSCI 604	Grad. Life Sci. Research Design & Analysis (3)
LSCI 611	Intro to Pharmacology (3)
LSCI 613	Case Studies in Life Sciences (1)

*The Elective Curriculum consists of 6 graduate credits. Students must select one class from each section.*

##### Section 1- Select 1 class (3 credits)

- LSCI 604 Research Design and Analysis (3 credits)
- LSCI 606 Applied Ethics in Biomedical Sciences (3 credits)

##### Section 2- Select 1 class (3 credits)

- \*ANAT 715 Neuroanatomy (3 credits)
- ANAT 699 Medical Gross Dissection (3 credits)
- LSCI 506 Micro. Imaging Theory and Tech. (3 credits)
- LSCI 620 Systems Physiology (3 credits)
- LSCI 653 Special Topics (3 credits)

#### LSCI 683 Life Science Graduate Research Project (3 credits) Life Science Research Major (minimum 30 total credit hours)

##### Required Courses

LSCI 603	Colloquial Principles of Life Sci. (1)
LSCI 604	Grad. Life Sci. Research Design & Analysis (3)
LSCI 613	Case Studies in Life Sciences (1)
LSCI 605	Scholarly Writing in Life Science (2)
LSCI 693	Life Science Thesis Research (1 - 9)

*Supervisory committee will determine exact courses for each student.*

##### Elective Courses

BCHM 503	Advanced Cellular Biochemistry (3)
LSCI 503	Adv. Molecular Genetics & Cell Biol. (3)
LSCI 504	Adv. Techniques for Molecular Biology (2)
LSCI 505	Advanced Ecology & Field Biology (3)
LSCI 506	Microscopic Imaging Theory & Tech. (3)
LSCI 507	Life Sci. Research Instrumentation (2)
LSCI 508	Tech. of Physiological Research (2)
LSCI 606	Applied Ethics in Biomedical Sci. (3)
LSCI 653	Life Science Grad. Special Topics (1 - 3)
LSCI 683	Life Science Grad. Research Project (1 - 3)

#### Veterinary Biomedical Science Major (minimum 30 total credit hours)

##### Required Courses

BCHM 503	Advanced Cellular Biochemistry (3)
LSCI 503	Adv. Molecular Genetics & Cell Biology (3)
LSCI 510	Advanced Vertebrate Physiology (3)
LSCI 603	Colloquial Principles of Life Science (1)
LSCI 604	Grad. Life Sci. Research Design & Analysis (3)
LSCI 613	Case Studies in Life Sciences (1)
LSCI 683	Graduate Research Project (3)
VANT 710	Veterinary Anatomy I (5)
VANT 720	Veterinary Anatomy II (5)

##### Elective Courses

LSCI 504	Adv. Techniques for Molecular Biology (2)
LSCI 506	Microscopic Imaging Theory & Tech. (3)
LSCI 507	Life Sciences Research Instrumentation (2)
LSCI 508	Techniques of Physiological Research (2)
LSCI 606	Applied Ethics in Biomedical Science (3)
VANT 712	Veterinary Histology (1)

# Caylor School of Nursing

## Nursing Program History

In response to the University's mission, Nursing was established as a major in 1974 with the Associate of Science in Nursing (ASN) Degree. Because of the growing health care needs of the region, Nursing expanded the ASN program to off-campus sites and initiated the Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) program in 1987. In fall 2010, the BSN generic option commenced in response to state and community needs. The Caylor School of Nursing's mission "seeks to respond to the needs of nursing education and health care in the surrounding communities by preparing nurses at multiple levels." Therefore, the Master of Science in Nursing (MSN) degree was established in 2006 and the online post-master's Doctor of Nursing Practice (DNP) degree was established in 2015. Both the MSN and the DNP degrees offer professional nurses extended educational options, and provide surrounding and distant communities with advanced practice nurses to meet the dynamic health care needs within the specific area. Presently, the Caylor School of Nursing (CSON) offers MSN concentrations as a Family Nurse Practitioner, Nurse Anesthetist, Family Psychiatric & Mental Health Nurse Practitioner, and Nursing Administration. For further information on the school's MSN or DNP programs, please contact the Director of CSON Enrollment, Sherry Pearman (sherry.pearman@lmunet.edu).

## Nursing Program Accreditation/Approvals

TENNESSEE/KENTUCKY Programs:

The Associate of Science in Nursing (ASN), Bachelor of Science in Nursing (BSN), Master of Science in Nursing (MSN), and Doctor of Nursing Practice (DNP) degree programs are approved by the Tennessee Board of Nursing. The ASN program offered in Kentucky is approved by the Kentucky Board of Nursing. Furthermore, the ASN, BSN, MSN, and DNP programs in Tennessee are accredited with the Accreditation Commission for Education in Nursing, Inc. (ACEN) which includes the off-campus site in Corbin, Kentucky.

FLORIDA Programs:

The ASN and BSN programs offered in Florida are approved by the Florida Board of Nursing. At present, the ASN and BSN degree programs in Tampa, Florida are candidates for accreditation by ACEN. The MSN degree program in Tampa, Florida has been deemed eligible for the Candidacy process with the ACEN. ACEN is officially recognized as a national accrediting agency for nursing education by the Council on Higher Education Accreditation (CHEA) and by the U.S. Department of Education. ACEN, may be contacted at 3343 Peachtree Rd NE, Suite 850, Atlanta, GA 30326 or call 404-975-5000 or visit [www.acenursing.org](http://www.acenursing.org).

## Academic Information

The Caylor School of Nursing at LMU offers the advanced practice nurse (APN) master's concentrations of

Family Nurse Practitioner (FNP), Nurse Anesthesia (NA), Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP), and Nursing Administration (ADMN). Students who successfully complete the graduate nursing program will receive the Master of Science in Nursing (MSN) degree. Family Nurse Practitioner students will meet the eligibility criteria for both the American Nurses Credentialing Center (ANCC) and the American Academy of Nurse Practitioners (AANP) certification examinations. The Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) students will meet the eligibility criteria for the American Nurses Credentialing Center (ANCC). Nurse Anesthesia students will meet the eligibility criteria for the National Board of Certification and Recertification for Nurse Anesthetists (NBCRNA) Certification Exam. Nursing Administration (ADMN) students will meet eligibility criteria for American Nurse Credentialing Center (ANCC) Nurse Executive Certification Exam and the American Organization of Nurse Executives (AONE) Nurse Management and Leader and/or the Executive Nursing Practice Certification Examinations provided students have met the practice requirements for the examinations.

The DNP at LMU is a terminal degree and is a post-master's certificate program (PMC), which requires a Master's Degree in Nursing from a nationally accredited Commission on Collegiate Nursing Education (CCNE) or Accreditation Commission on Education in Nursing, Inc (ACEN) program. The student must have national certification as an Advanced Practice Registered Nurse or a minimum of one year of experience in a nursing administration role.

Upon admission to the graduate program, a faculty advisor is assigned to the student to help advise the student. However, the ultimate responsibility for meeting deadlines and knowing graduate program and individual state/agency requirements, rests with the student. It is particularly important that if, upon graduation, the student intends to re-locate and practice in a state other than Tennessee, Kentucky, or Virginia the student become familiar with the requirements for advanced practice in that state.

## Applicable Catalog

The student must meet the requirements of the LMU Caylor School of Nursing section of the *Graduate and Professional Catalog* in effect at the time of entry into the program and any applicable Lincoln Memorial University Catalog requirements in place at the time of entry into the program. In no case will a student be permitted to meet the requirements of a catalog in effect prior to initial graduate program enrollment.

## Graduate Degree Time Restriction/Limitations

All requirements for graduate degrees must be completed in no less than one (1) year and within seven (7) years of initial graduate enrollment. Exceptions to graduate requirements require approval of the Dean of the Caylor School of Nursing.

**Transfer of Credit:**

**MSN Students:** No credit may be transferred into the Nurse Anesthesia concentration. Six (6) credit hours may be transferred in to the Family Nurse Practitioner (FNP), Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP), and Nursing Administration (ADMN) concentrations from accredited institutions offering the graduate nursing degree. Transfer of additional course work will be at the discretion of the Program/Concentration Director.

Transferred courses must have been taken for graduate credit and must not have been applied towards a previous degree. All transferred course work must carry a grade of “B” or higher. Advanced pharmacology and advanced health assessment must be taken within one year prior to beginning the initial clinical practicum in the concentration. No credit will be given for advanced pharmacology and advanced health assessment taken at another institution. No credit will be given for an advanced pathophysiology course that is greater than two (2) years old at the time of admission. No credit for other graduate nursing courses earned more than five (5) years ago can be transferred.

If the student proposes to replace a required nursing course with transferred credit, the student must submit a course syllabus and provide transcript evidence of having attained a grade of “B” or higher in the course. Course equivalency will be evaluated by the faculty currently teaching the LMU version of the course. The designated faculty will make a recommendation to the appropriate program director regarding substitution. All transfer credit into the MSN program must be approved by the appropriate director or the Dean of the Caylor School of Nursing.

**DNP Students:** Students entering the DNP program may transfer up to six (6) credit hours from accredited institutions offering the graduate degree. Transferred courses must have been taken for graduate credit and must not have been applied toward a previous degree. All transferred course work must carry a grade of “B” or higher. No credit for other graduate nursing courses earned more than five (5) years previously may be transferred. If the student proposes to replace a required nursing course with transferred credit, the student must submit a course syllabus and provide transcript evidence of attainment of a grade of “B” or higher in the course. Course equivalency will be evaluated by faculty currently teaching the LMU equivalent of the course. Designated faculty will make recommendations to the DNP Program Director regarding course substitutions. All transfer credit into the DNP program must be approved by both the DNP Program Director and/or the Dean of the Caylor School of Nursing.

A minimum of 1000 practice hours are required for the DNP program. Practice hours from previous practice courses may be considered for transfer credit. A maximum of 500 practice hours may be transferred in to the student’s program as determined by the accrediting

entity. Practice hours considered for transfer will be reviewed and approved by the DNP Program Director.

**Request for MSN Concentration Transfer:**

Students requesting to transfer to another concentration from their current program of study in the MSN program must submit an admission application to the Graduate Nursing Office. Transfer to another concentration is not guaranteed and will be reviewed by the admissions committee. The student must be in good standing in his/her current program of study and a formal letter should also be included with the admission application on why the student is requesting to transfer to another concentration.

**Evaluation Methods**

Mastery of didactic content will be evaluated by a combination of in-class exams, on-line exams, application of content in graded case studies, oral and web-based presentations, as well as written papers and protocols. The combination of evaluative methods will vary from course to course and will be clearly explicated in course syllabi. The evaluative strategies of individual courses are designed to measure students’ attainment of course objectives. Criteria for evaluation of written assignments appear in the syllabus for each course.

Assignments will be returned to students in a timely fashion. Students will receive individualized feedback to facilitate improvement and progress. Each student’s progress is reviewed periodically during, and at the end of, each semester. Evaluation is based on the student’s performance on examinations, other assignments, and in the practice or laboratory setting. If a student’s performance is judged to be borderline or failing during a course, the faculty member will discuss this with the student and advise the student regarding how to remediate.

**Attendance Requirement**

Attendance is mandatory for any lecture, lab, practice, and online activities. Refer to the individual course syllabus for additional information.

**Grading Scale:**

The LMU grading system is based on a four-point scale. The grading scale for the Graduate Programs MSN and DNP Programs is as follows:

Points*	Grade	Four-Point Scale
A	93-100	4.00 quality points
B+	89-92	3.33 quality points
B	83-88	3.00 quality points
C+	79-82	2.33 quality points
C	73-78	2.00 quality points
D+	69-72	1.33 quality points
D	63-68	1.00 quality points
F	63-00	0.00 quality points*

Partial points will be rounded to the nearest full point; for example, 88.49=88 leads to a grade of B; and 88.50=89 leads to a grade of B+.

**Incompletes:** A grade of Incomplete (“I”) may be given in circumstances where the student has successfully completed the majority of the coursework and the instructor determines that exceptional circumstances warrant

extending the time for the student to complete the required work. In order to receive an “I”, the student and course instructor must negotiate a contract containing a timeline specifying the date(s) by which remaining coursework will be completed (including deficit practice hours), and specifying the written assignments or examinations to be completed. The form for documenting a contract for an “I” is found in *the MSN Student Handbook* Section III: Forms. It is the responsibility of the student to monitor progress towards completion of the contract to remove the Incomplete and to arrange for make-up assignments, exams, labs, or practice hours.

If a grade change request has not been submitted by the instructor by the required date, the “I” grade automatically becomes an “F” on the student’s transcript.

In general, an “I” grade in any sequential nursing course must be removed by the end of the first six weeks of the next semester in order for the student to continue enrollment in the next nursing course in the sequence. Refer to MSN Student Handbook for additional information.

#### **Practice Evaluation Methods**

Students and faculty maintain ongoing dialog regarding practice experiences and individual performance. Dialog may occur in class, via practice logs or journals, via web-based communications, or in individual meetings as appropriate. Formal evaluations will occur in each practice course. Practice evaluation tools (student version, faculty version, and preceptor/facilitator version) are used to structure the formal evaluations. Some written assignments will be based on current practice data or cases (with all identifying data removed). Feedback regarding the development of diagnostic reasoning and practice management skills will be provided. Practice performance is graded individually and should a student fail a practice course, the student will be dismissed from the program.

**Practice Failure:** The instructor will seek input on practice performance from the preceptor/ facilitator; however, final responsibility for the student’s grade is retained by the LMU-CSON faculty.

#### **Repeating NURS Courses**

Graduate nursing students must maintain a “B” (3.0) cumulative grade point average (GPA) to remain in good academic standing. Each course syllabus clearly outlines the criteria for successful course completion.

**MSN Program – FNP, FPMHNP and Admin** FNP, FPMHNP, and Admin students may repeat only one of the following nursing courses: NURS 500, NURS 510, NURS 520, NURS 530, NURS 580, NURS 590. A “C” or “C+” for the course requires an advisement session and a revised plan of study for the student by the academic advisor and approval of the change from the Concentration Director. The student must present a plan for success as part of the advisement session. **The student will not continue with other nursing coursework until the course is repeated successfully.** The student must repeat the course for which a “C” or “C+” was earned, and earn at least a “B” for the

second attempt. The student must complete courses at the campus for which they were accepted and enrolled. Only the most recent grade will be used in computing the cumulative GPA. All attempts will remain part of the student’s permanent academic record. The following courses require a “B” or higher and cannot be repeated: NURS 561, NURS 561A, NURS 562, NURS 562A, NURS 564, NURS 564A, NURS 563, NURS 563A, NURS 565, NURS 535, NURS 541, NURS 541A, NURS 543, and NURS 543A.

**Nurse Anesthesia students - No MSN NURS course may be repeated.**

**DNP Program** - Students may repeat a maximum of one DNP nursing core course if a “C” or “C+” was earned for the course. If a DNP student desires to repeat a course that they have not achieved a grade of “B” or higher, he/she is required to submit a DNP readmission form. Readmission is not guaranteed. **The student will not be permitted to progress in the program until the course is repeated successfully.** If the DNP student does not complete the course which they were unsuccessful within 18 months, the student will be released from the program. If an individual desires to be admitted to the DNP program at a later date they must reapply. If two grades below a “B” are earned in any DNP course, whether in the same or different semesters, the student becomes ineligible for admission, readmission, and/or progression in the DNP program and will be dismissed from the program.

#### **Academic Advisement**

Each student is assigned an academic advisor according to his/her chosen concentration of study. The academic advisor assists the student in selecting appropriate courses for each academic semester. The student bears ultimate responsibility for effective planning, progression and completion of all requirements for the chosen degree, but the academic advisor can give valuable direction and encouragement. The MSN student and the academic advisor are responsible for making sure that the student has completed all the nursing coursework to sit for the MSN Comprehensive Exam for the concentrations of Family Nurse Practitioner (FNP), Nurse Anesthesia (NA), and Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP). The DNP student should meet with the academic advisor a minimum of once each semester to update and review the plan of progression through the established curriculum.

#### **Graduate Tuition Information for Nursing**

##### **Tuition and Fees**

The tuition cost to attend Lincoln Memorial University is substantially below the national average. The amounts included in the cost of each semester’s registration are placed on the student’s account in the Finance Office. Interest charges are added to unpaid balances at the end of each month. All charges are subject to audit and verification. The University reserves the right to correct any error by appropriate additional charges or credits. Tuition and fees are adjusted annually. The following are

effective Fall Semester 2019 for the Family Nurse Practitioner (FNP), Nurse Anesthetist (NA), Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP),- Nursing Administration (ADMN) and Doctor of Nursing Practice (DNP).

**FNP Tuition:** \$ 775 per hour

**NA Tuition:** \$ 9800 per

**semester**

**FPMHNP Tuition:** \$ 775 per hour

**Admin Tuition:** \$ 500 per hour

**DNP** \$ 690 per hour

**Additional fees:**

Drop/Add Fee \$15 per course, not to exceed \$100

Late Registration Fee \$100

Directed/Independent Study Fee \$25 per class plus course tuition

Graduation Fee Contact Nursing

Comprehensive Fee \$30 per year

Student Health Insurance: Graduate students are responsible for maintaining health insurance throughout the program.

There is no out-of-state tuition differential. Failure to pay tuition and fees may lead to professional collection agency efforts to enforce payment. In such cases the student is responsible for all collection costs and expenses incurred by the University, including reasonable attorney fees.

**MSN Program**

The MSN Program offers the Master of Science in Nursing (MSN) degree in the advanced practice nurse concentrations of Family Nurse Practitioner (FNP), Nurse Anesthesia (NA), and Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP), and Nursing Administration (ADMN). Admission requirements and curriculum plans for the concentrations follow.

**MSN End-of-Program Student Learning Outcomes**

The graduates of the Master of Science in Nursing (MSN) program will be able to:

1. Apply knowledge from science and related disciplines, including principles of evidence-based practice to improve care delivery and health outcomes.
2. Apply knowledge of organizational and leadership theories with an emphasis on ethical and critical decision making, to improve quality, manage risks, and provide cost-effective care using a systems perspective.
3. Improve quality, manage risks, and provide cost-effective care through the application of quality improvement methods and tools, performance measures, and best practice standards.
4. Demonstrate analytic techniques used to appraise the quality of existing evidence for best clinical practices, determine and evaluate outcomes, identify gaps in nursing science, and contribute to the dissemination of nursing knowledge.

5. Demonstrate technological and informational literacy in evaluating data management systems, healthcare information systems, consumer health information sources and patient care technology to improve the effective and ethical use of information to improve health outcomes.
6. Advocate for ethical health care policies at the system level that ensure equity, stewardship of resources, and improvement of health outcomes.
7. Demonstrate effective communication and interprofessional collaboration, employing consultative and leadership skills to manage and coordinate care and improve health outcomes.
8. Analyze and apply scientific data to develop and implement culturally appropriate interventions to promote health, address disparities, reduce risk, and manage disease trajectories to improve health outcomes of individuals, communities, populations, and systems.
9. Apply advanced nursing knowledge and competencies to assess health and illness parameters, design, implement, and evaluate interventions to improve care delivery and health outcomes, while seeking life-long learning, and the promotion of practice excellence.

**MSN Admission Requirements**

Admission requirements for Family Nurse Practitioner (FNP), Nurse Anesthesia (NA), Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP), and Nursing Administration (ADMN) concentrations are provided in this catalog. See also the *LMU CSON MSN Student Handbook* for details regarding additional requirements for admitted students including things such as health status forms, proof of health insurance, current immunizations, CPR certification, drug screens, and criminal background checks.

**Undergraduate (BSN) Degree Conferral and RN Licensure Policy**

Exceptional students will be considered for conditional acceptance to the Family Nurse Practitioner (FNP), the Family Psychiatric Mental Health Nurse Practitioner (FPMHNP), or the Nursing Administration (ADMIN) MSN Concentrations prior to undergraduate degree (BSN) completion and Registered Nurse (RN) licensure. Admission to the MSN program including the FNP, FPMHNP or Nursing Administration Concentrations will not be granted if an official transcript with the conferral of the Bachelor of Science degree in Nursing (BSN) is not received on or before the first day of class. Proof of an unencumbered registered nurse (RN) license will be required. If the student has not received RN licensure by the withdrawal date with a WD published in the academic calendar each semester, the student will be administratively withdrawn from the MSN program for failure to meet full admission criteria.

### **Family Nurse Practitioner Concentration**

Admission requirements for the Family Nurse Practitioner concentration include:

1. Graduation from an accredited baccalaureate nursing program.
2. An overall academic record with a cumulative grade point average (GPA) of "B" (3.0) or better.
3. All applicants must have a basic understanding of statistics and basic computer skills.
4. Completion of the Graduate Record Examination (GRE) is not required, but is recommended.
5. Minimum of three recommendations from healthcare professionals who can rate the applicant's potential. At least two must be from nursing professionals with an MSN or higher; one may be a professional in a related healthcare field.
6. A three-page letter to the Admissions Committee describing professional goals.
7. An unencumbered compact license to practice as a registered nurse in the state of Tennessee is required for enrollment; clinical practicum may necessitate licensure in neighboring states.
8. Medical profile including immunizations record and urine drug screen completed no more than 60 days prior to enrollment in the MSN program.
9. A criminal background check and drug screen will be completed prior to enrollment no more than 60 days prior to enrollment in the FNP concentration.
10. Proof of health insurance at all times when enrolled in the program.

Students dismissed from another advanced practice nurse program for academic, clinical, or behavioral reasons will not be admitted to the LMU-CSON Family Nurse Practitioner concentration. Students who have been enrolled in another program and withdrew in good standing or are still enrolled in good standing must have a letter from the program director stating that they are or withdrew in good standing. Students who are in good standing or who left a program in good standing will be considered for admission.

### **Nurse Anesthesia Concentration**

Admission requirements for the MSN Nurse Anesthesia concentration were developed to meet the Standards for Accreditation of Nurse Anesthesia Educational Programs. Admission requirements include:

1. Graduation from an accredited baccalaureate nursing program.
2. An overall academic record with a cumulative grade point average (GPA) of "B" (3.0) or better.

3. All applicants must have basic understanding of statistics and basic computer skills.
4. Competitive GRE scores on Verbal Reasoning, Quantitative Reasoning, and Analytical Writing are required.
5. Minimum of three recommendations including one from faculty of the candidate's baccalaureate nursing program or immediate supervisor in a critical care setting and one from another professional in a related healthcare field (examples may include: Clinical Nurse Specialist, RN, CRNA, Anesthesiologist, Surgeon, or Intensivist).
6. Two undergraduate chemistry courses, at least one of which has a laboratory component.
7. A statement of professional goals.
8. An unencumbered license to practice as a registered nurse in the state of Tennessee is required for enrollment; clinical practicum will require licensure in additional states including Kentucky, Georgia, and Virginia and any other states where students might obtain clinical experience.
9. A minimum of one year experience as a Registered Nurse in critical care; adult critical care experience preferred.
10. The Nurse Anesthesia concentration is a full-time program. Students may only request full-time status.
11. Basic Life Support, Advanced Cardiac Life Support, and Pediatric Life Support must be current through December of the year in which the application is submitted.
12. Medical profile including immunizations record and urine drug screen completed no more than 60 days prior to enrollment in the Nurse Anesthesia concentration.
13. A criminal background check and drug screen will be completed prior to enrollment no more than 60 days prior to enrollment in the Nurse Anesthesia concentration.
14. Proof of health insurance at all times when enrolled in the program.

Students dismissed from a nurse anesthesia or other advanced practice nurse program for academic, clinical, or behavioral reasons will not be admitted to LMU-CSON Nurse Anesthesia concentration. Students who have been enrolled in another program and withdrew in good standing or are still enrolled in good standing must have a letter from the program director stating that they are or withdrew when they were in good standing. Students who are in good standing or who left a program in good standing will be considered for admission.

**Family Psychiatric & Mental Health Nurse Practitioner Concentration**

Admission requirements for the Family Psychiatric & Mental Health Nurse Practitioner concentration include:

1. Graduation from an accredited baccalaureate nursing program.
2. An overall academic record with a cumulative grade point average (GPA) of "B" (3.0) or better.
3. All applicants must have a basic understanding of statistic and basic computer skills.
4. Completion of the Graduate Record Exam (GRE) is not required, but is recommended.
5. Minimum of three recommendations from healthcare professionals who can rate the applicant's potential. At least two must be from nursing professionals; one may be a professional in a related healthcare field.
6. A three-page letter to the Admissions Committee describing professional goals.
7. An unencumbered compact license to practice as a registered nurse in the state of Tennessee is required for enrollment; clinical practicum may necessitate licensure in neighboring states.
8. Medical profile including immunizations record and urine drug screen completed no more than 60 days prior to enrollment in the MSN program.
9. A criminal background check and drug screen will be completed prior to enrollment no more than 60 days prior to enrollment in the FPMHNP concentration.
10. Proof of health insurance at all times when enrolled in the program.

Students dismissed from another advanced practice nurse program for academic, clinical, or behavioral reasons will not be admitted to LMU-CSON Family Psychiatric & Mental Health Nurse Practitioner Concentration. Students who have been enrolled in another program and withdrew in good standing or are still enrolled in good standing must have a letter from the program director stating that they are or withdrew in good standing. Students who are in good standing or who left a program in good standing will be considered for admission.

**MSN Nursing Administration Concentration**

Admission requirements for the Nursing Administration concentration include:

1. Graduation from an accredited baccalaureate nursing program.
2. An overall academic record with a cumulative grade point average (GPA) of "B" (3.0) or better.
3. All applicants must have a basic understanding of statistics and basic computer skills.

4. Completion of the Graduate Record Examination (GRE) is not required, but is recommended.
5. Minimum of three recommendations from healthcare professionals who can rate the applicant's potential. At least two must be from nursing professionals with an MSN or higher; one may be a professional in a related healthcare field.
6. A three-page letter to the Admissions Committee describing professional goals.
7. An unencumbered compact license to practice as a registered nurse in the state of Tennessee is required for enrollment; clinical practicum may necessitate licensure in neighboring states.
8. Medical profile including immunizations record and urine drug screen completed no more than 60 days prior to enrollment in the MSN program.
9. A criminal background check and drug screen will be completed prior to enrollment no more than 60 days prior to enrollment in the FNP concentration.
10. Proof of health insurance at all times when enrolled in the program.

Students dismissed from another advanced practice nurse program for academic, clinical, or behavioral reasons will not be admitted to the LMU-CSON Nursing Administration concentration. Students who have been enrolled in another program and withdrew in good standing or are still enrolled in good standing must have a letter from the program director stating that they are or withdrew in good standing. Students who are in good standing or who left a program in good standing will be considered for admission.

**MSN Concentration Curriculum Plans**

**Family Nurse Practitioner Concentration**

Lincoln Memorial University's MSN degree program, Family Nurse Practitioner concentration, prepares nurses in an advanced practice role with competencies in family health promotion and culturally competent clinical management of common conditions across the life span to promote adaptation. Clinical courses have a 1:4 credit hour to clinical hour ratio. The seventeen month program requires 43 semester hours of graduate course work including 660 clinical hours. A Comprehensive Exam is required during the final semester. The Post-Master's Certificate (PMC) option is available.

Students may request full or part-time status for the FNP concentration. The part-time option is only offered on a space available basis. Students wishing a part-time option must first discuss this with Dr. Jennifer Savage ([Jennifer.savage@lmunet.edu](mailto:Jennifer.savage@lmunet.edu)), FNP Concentration Director. Part-time FNP students must meet with their advisor to plan an individualized progression plan. This individualized plan helps to ensure that course prerequisites are met and future course availability. A change in status

from part-time to full-time or vice versa must be approved by the FPMHNP concentration and a new curriculum plan must be designed with the faculty advisor.

The full-time FNP curriculum plan is provided below. This concentration is offered at the Harrogate, Cedar Bluff, and Kingsport sites.

**FNP Request for Site Transfer**

Students will not be allowed to transfer between campuses once admitted to a site for the family nurse practitioner concentration. If a student chooses to interrupt their NURS course sequence for any reason, a readmission application must be submitted to the Graduate Nursing Office. Readmission to the MSN program is not guaranteed.

**Sample Family Nurse Practitioner Curriculum**

**1st Semester**

Course	Credit Hours
NURS 510 Advanced Pathophysiology	3
NURS 520 Advanced Health Assessment	3
NURS 530 Advanced Pharmacology and Therapeutics	4
	<b>10</b>

**2nd Semester**

NURS 500 Theoretical Foundations and Research Methods	4
NURS 561 Young and Middle Adults	4
NURS 561A Young and Middle Adult Practicum	3
	<b>11</b>

**3rd Semester**

NURS 562 Pediatrics	2
NURS 562A Pediatrics Practicum	2
NURS 564 Women's Health	2
NURS 564 Women's Health Practicum	2
NURS 580 Contemporary Roles and Issues for APN	4
	<b>12</b>

**4th Semester**

NURS 563 Lifespan of Older Adults	2
NURS 563A Lifespan of Older Adults Practicum	2
NURS 565 Family Nurse Practitioner Internship*	3
NURS 590 Directed Scholarly Inquiry	3
	<b>10</b>

**TOTAL CREDITS 43**

\*Comprehensive Exam Course

**Nurse Anesthesia Concentration**

Lincoln Memorial University's MSN degree program, Nurse Anesthesia concentration, prepares nurses in an advanced practice role with competencies in nurse anesthesia. The 28 month, 7 semesters, program requires 81 semester hours of graduate work including five (5) semesters of clinical practicum. Clinical courses have a 1:6 credit hour to clinical hour ratio.

A written Comprehensive Exam is required during the final semester. The Nurse Anesthesia concentration does not offer a part-time option. The full-time curriculum plan is listed below.

**Sample Nurse Anesthesia Curriculum**

Course	Credit Hours
Year 1 Fall I	
NURS 501 Advanced Anatomy & Physiology	4
NURS 520 Advanced Health Assessment	3
NURS 530 Advanced Pharmacology and Therapeutics	4

NURS 581 Principles of Anesthesia I	3
NURS 581A Principles of Anesthesia I-Lab	1
	<b>15</b>

Spring I

NURS 511 Advanced Pathophysiology I	4
NURS 531 Anesthesia Pharmacology I	3
NURS 582 Principles of Anesthesia II	3
NURS 582A Principles of Anesthesia II-Lab	1
NURS 583 Biochemistry/ Physics	2
	<b>13</b>

Summer I

NURS 512 Advanced Pathophysiology II	2
NURS 571 Clinical Practicum I	5
NURS 500 Theoretical Foundations and Research Methods	4
	<b>11</b>

Year 2 Fall II

NURS 584 Principles of Anesthesia III	3
NURS 584A Principles of Anesthesia III Lab	1
NURS 532 Anesthesia Pharmacology II	2
NURS 572 Clinical Practicum II	6
	<b>12</b>

Spring II

NURS 573 Clinical Practicum III	6
NURS 580 Contemporary Roles and Issues for APN	4
NURS 585 Advanced Anesthesia Concepts I	1
	<b>11</b>

Summer II

NURS 577 Clinical Practicum IV	6
NURS 590 Directed Scholarly Inquiry	3
NURS 586 Advanced Anesthesia Concepts II	1
	<b>10</b>

Year 3 Fall III

NURS 578 Clinical Practicum V	6
NURS 589 Synthesis Seminar*	3
	<b>9</b>

\* Comprehensive Exam course **TOTAL CREDITS 81**

**Family Psychiatric & Mental Health Nurse Practitioner Concentration**

Lincoln Memorial University's MSN degree program, Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) concentration prepares nurses in an advanced practice role with competencies in mental health promotion and culturally competent care of common conditions with persons, groups, and families across the lifespan.

The FPMHNP concentration at LMU can be completed in 17 months of full-time study and requires 44 credit hours of graduate course work including a minimum of 660 clinical hours. Clinical courses have a 1:4 credit hour to clinical hour ratio. A Comprehensive Exam is required during the final semester. The Post-Master's Certificate (PMC) option is available. The concentration is offered at the Cedar Bluff site.

Students may request full or part-time status for the FPMHNP concentration. Students wishing a part-time option in the FPMHNP concentration must first discuss this with Dr. Lisa Pullen (lisa.pullen@lmunet.edu), Concentration Director. Part-time FPMHNP students must meet with their advisor to plan an individualized progression plan. This will help to ensure that course prerequisites are met and future course availability. A change in status from part-time to full-time or vice versa



must be approved by the Director and a new curriculum plan must be designed with the faculty advisor. The full-time curriculum plan follows.

Sample Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) Curriculum

Spring I Course	Credit Hours
NURS 510 Advanced Pathophysiology	3
NURS 520 Advanced Health Assessment	3
NURS 530 Advanced Pharmacology and Therapeutics	4
<b>Total</b>	<b>10</b>

Summer I	Credit Hours
NURS 500 Theoretical Foundations & Research Methods	4
NURS 535 Psychopharmacology	2
NURS 541 FPMHNP I	3
NURS 541A FPMHNP I Practicum	2
<b>Total</b>	<b>11</b>

Fall I	Credit Hours
NURS 542 FPMHNP II	4
NURS 542A FPMHNP II Practicum	4
NURS 580 Contemporary Roles & Issues for APN	4
<b>Total</b>	<b>12</b>

Spring II	Credit Hours
NURS 543 FPMHNP III	3
NURS 543A FPMHNP III Practicum*	5
NURS 590 Directed Scholarly Inquiry	3
<b>Total</b>	<b>11</b>

\*Comprehensive Exam Course **TOTAL CREDITS 44**

***Nursing Administration Concentration***

Lincoln Memorial University's MSN degree program, Nursing Administration (ADMN) concentration prepares nurses with a core inclusive of finance, budgeting, marketing, and analytics for healthcare strategy. The nurse acquires critical leadership, communication, health policy, and cultural competency that prepares them for complex healthcare nursing administrative positions locally, nationally, and globally.

The ADMN concentration post-baccalaureate option can be completed in 17-months of full-time study and requires 36 semester hours of graduate course work including a minimum of 360 clinical hours. Clinical courses have a 1:6 credit hour to clinical hour ratio making 360 clock hours for the program. Students also complete a directed scholarly inquiry.

Sample Nursing Administration Curriculum

Course	Credit Hours
<b>Fall I Semester</b>	
NURS 521 Human resource Management and Business Strategy (Full semester course)	4
NURS 522 Organizational and Leadership Theory (Half semester course)	3
NURS 529 Nursing Administration Seminar (Half semester course)	2
<b>Total</b>	<b>9</b>

Spring I Semester	Credit Hours
NURS 500 Theoretical Foundations and Research Methods (Full semester course)	4
NURS 533 Finance and Budget for Strategic Decision Making (Full semester course)	4
NURS 534 Healthcare Informatics, Data Analysis, and Technology (Half semester course)	2

Summer Semester	Total	Credits
NURS 580 Contemporary Roles and Issues (Full semester course)	4	4
NURS 587A Nursing Administration Practicum I (Full semester course: Students earn 135 hours of practicum credit)	3	3
<b>Total</b>	<b>7</b>	<b>7</b>
<b>Fall II Semester</b>		
NURS 579 Leadership Synthesis for the Nursing Administrator (Half semester course)	4	4
NURS 587B Nursing Administration Practicum II (Full semester course: Students earn 135 hours of practicum credit)	3	3
NURS 590 Directed Scholarly Inquiry (Full semester course)	3	3
<b>Total</b>	<b>10</b>	<b>10</b>
<b>TOTAL CREDITS</b>		<b>36</b>

**DNP Program Overview**

**Program Description**

The Doctor of Nursing Practice (DNP) is a doctoral degree in the CSON that can be completed in six semesters of full-time study; part-time study options are available. The DNP program at LMU will prepare graduates as visionary leaders in the practice of nursing and delivery of healthcare locally, regionally and nationally in all settings. The program prepares graduates to demonstrate advanced competencies in areas including advanced practice skills, prevention and population health, organizational and systems leadership, practice scholarship and analytical methods, information systems/technology for transformation of healthcare, leadership in healthcare policy, and inter-professional collaboration and population outcomes. The DNP program will prepare graduates to fully implement emerging science and practice innovation in health care.

**Goal**

The DNP program provides the opportunity for nurses to earn a practice doctorate as practice scholars and expert clinicians in innovative healthcare that translates research into evidence in practice, measures patient outcomes, advances nursing roles in practice and nursing leadership, and transforms policy at all levels in healthcare systems to ensure quality and safety.

**DNP End-of-Program Student Learning Outcomes**

The outcomes of the DNP program are to prepare students as practice scholars in practice-oriented community-based roles that reflect translation of research into practice by incorporation of health policy, principles of epidemiology, information technology, evidence-based practice, business principles, collaboration, and health systems.,

**DNP Student Learning Outcomes**

Upon completion of the DNP program students will be able to:

1. Synthesize knowledge from nursing science and related disciplines and apply principles of evidenced-based practice to improve health outcomes.

2. Apply knowledge of systems and organizational theories to lead the development of initiatives to improve quality, manage risks, and provide cost-effective patient care.
3. Demonstrate advanced analytic techniques in the appraisal of the quality of existing evidence to determine best clinical practices, design and implement plans to evaluate clinical outcomes, analyze data from practice in order to identify gaps in nursing science, and contribute to the generation and dissemination of nursing knowledge.
4. Evaluate data management systems, healthcare information systems, consumer health information sources and patient care technology to improve the ethical and effective use of information to improve health outcomes.
5. Advocate for ethical health care policies that ensure equity, stewardship of resources, and improvement of health outcomes at local, regional, federal and or international levels.
6. Demonstrate interprofessional collaboration, employing consultative and leadership skills to effectively improve health outcomes.
7. Analyze and apply scientific data to develop and implement interventions to promote health, address disparities, reduce risk, and manage disease trajectory to improve health outcomes of individuals, communities, populations, and systems.
8. Apply advanced nursing practice knowledge and competencies to assess health and illness parameters, design, implement, and evaluate interventions to improve health outcomes and serve as a leader, life-long learner, and mentor in the promotion of practice excellence.

**Doctor of Nursing Practice Admission  
Criteria/Requirements**

1. Earned Masters of Science in Nursing (MSN) from a nationally accredited CCNE or ACEN program.
2. Certification (for Advanced Practice concentration) as Nurse Practitioner, Certified Nurse-Midwife, Clinical Nurse Specialist, or Certified Registered Nurse Anesthetist  
  
OR  
MSN with an Administration concentration and/or at least one year of experience in a nursing administration role  
  
OR  
An earned MSN in a different specialty than above will be considered on an individual basis. Note: a longer program of study and/or additional requirements may be required to fulfill required practice hours

- and consideration is not a guarantee of admission
3. Unencumbered licensure in the United States as a registered nurse. Practice will dictate specific state licensure.
4. At least two years of full-time work experience (or equivalent) in nursing as a registered nurse.
5. GPA 3.0 or above on a 4.0 scale.
6. Graduate Record Exam (GRE) scores for applicants with cumulative grade point average less than 3.4 as reported by the MSN institution.
7. Basic statistics course.
8. A completed application packet includes:
  - a. Completed DNP application form.
  - b. Official GRE scores (If applicable).
  - c. A current resume which includes employment history, military service, academic scholarships, awards and/or honors, professional memberships and awards, professional presentations or publication, and community service activities.
  - d. A three page typewritten letter discussing the applicant's goals and personal reasons to undertake doctoral education. The letter should indicate the applicant's career plans upon program completion.
  - e. Three letters of reference pertaining to academic ability, professional proficiency, and personal integrity: one from the applicant's current supervisor, one from a faculty member who has worked with the applicant during previous academic study, and one professional reference selected by the applicant.
  - f. Official transcripts from each college, university, or nursing program attended.
  - g. A writing sample which describes a problem the applicant has identified in the practice setting and/or a published article authored by the applicant.
9. An optional telephone or in-person interview as part of the admission process.
10. International students must demonstrate sufficient ability to read, write and speak English with a minimum score of 550 on the TOEFL.
11. International students must submit official transcripts for evaluation to one of the following services: World Education Services ([www.wes.org](http://www.wes.org)) or Josef Silny & Associates ([www.jsilny.com](http://www.jsilny.com)).

**Additional Information**

Prospective students who have been enrolled or are still enrolled in another program may be considered for admission to the Caylor School of Nursing DNP program. Student dismissed from another DNP program for academic, practice, or behavioral reasons will not be admitted to the Caylor School of Nursing DNP program. The prospective student must have a letter from the program director stating that the prospective student is currently enrolled or withdrew when they were in good standing.

Applicants are reviewed for the graduate program upon completion of all admission requirements. The applicant can be admitted as full-time or part-time student. If a student chooses to interrupt the NURS course sequence for any reason an admission application must be resubmitted to Graduate Nursing Office. Readmission to the DNP program is not guaranteed.

Accepted students must submit a completed medical profile form, immunization record, background check and urine screen prior to matriculation. Students must have and maintain for the duration of the program: unencumbered RN license, current infant, children, and adult CPR certification, health insurance, current immunization according to the CDC guidelines, negative drug screen, and background check. See DNP student handbook for detail.

Sample Full-Time Post-Master's Accelerated DNP Curriculum

Course	Credit Hours
Spring I	
NURS 700 Knowledge Development in Nursing Science	3
NURS 740 Collaboration, Health Policy; Organizational Systems	4
<b>Total</b>	<b>7</b>
Summer I	
NURS 705 Informational Systems; Technology Applications	2
NURS 710 Biostatistics	3
<b>Total</b>	<b>5</b>
Fall I	
NURS 781 DNP Project I	2
NURS 720 Translational Research for Evidence-Based Practice	4
<b>Total</b>	<b>6</b>
Spring II	
NURS 741 Adaptive Leadership	4
NURS 782 DNP Project II	2
NURS 760 DNP Practice I	3
<b>Total</b>	<b>9</b>
Summer II	
NURS 730 Epidemiology and Population Health	3
NURS 761 DNP Practice II	3
<b>Total</b>	<b>6</b>
Fall II	
NURS 742 Strategic Systems Thinking	4
NURS 783 DNP Project III	2
<b>Total</b>	<b>6</b>
<b>TOTAL PROGRAM CREDIT HOURS</b>	<b>39</b>

\* NURS 795 DNP Project or Practice DNP Completion (if needed) with approval of DNP Program Director.

\*\* Practice hours may be started with the approval of the DNP Program Director.

Program Credit Hours Pre and/or Co-requisites

DNP Core = 19 credits	NURS 700 is a prerequisite for NURS 720
DNP Practice = 6 credits	NURS 710 is a prerequisite for NURS 730
DNP Cognate = 8 credits	NURS 781 is a prerequisite for NURS 782
DNP Project = 6 credits	NURS 782 is a prerequisite for NURS 783
Total= 39 credits	NURS 760 is a prerequisite for NURS 761

## Course Descriptions

### **ANAT 603 Methods of Curriculum Development and Teaching Human Gross Anatomy (3 cr. hrs.)**

This course provides an analysis of curriculum development and methods for aligning course content to goals and evaluation procedures. The philosophical, historical, and psychological foundations of curriculum will be explored to help students better understand how curriculum models might be utilized in an ever changing and emerging educational environment. Topics will include Gross/Developmental, microscopic and neuroanatomy. Pre-requisites: ANAT 701. Spring

### **ANAT 604 Introduction to Radiographic Anatomy and Clinical Imaging (3 cr. hrs.)**

This unit provides an understanding of the basic anatomy of the head and neck, thorax, abdomen and pelvis, as well as the limbs. Radiographic images, cross-sectional imaging software, and diagrams are used to support the learning process. Co-Requisite: ANAT 701. Fall.

### **ANAT 614 Evolutionary and Comparative Anatomy (3 cr. hrs.)**

This course will explore hypotheses that attempt to explain how arboreal apes evolved into terrestrial humans, and how the earliest hominins (human ancestors) evolved into modern *H. sapiens*. Special emphasis will be placed upon anatomical structures that are especially clinically relevant so that students begin to understand evolution's relevance to medicine. Content will be delivered through traditional lectures and textbook readings that are supplemented with readings from the peer-reviewed original literature, as well as hands-on laboratory exercises. Pre-Requisite: ANAT 701

### **ANAT 624 Human Embryology (3 cr. hrs.)**

This course focuses on clinically-oriented human development from gametogenesis to birth. The first section of the course emphasizes developmental processes and early development of the embryo and fetus. The second section of the course emphasizes organ system development. Both sections will incorporate developmental genetics and clinical case vignettes to explain normal and abnormal development. Emphasis is placed on anatomical change with discussion of developmental mechanisms and physiology. This in-depth look at embryology will provide a more profound understanding of human anatomy. Pre-requisite: ANAT 701. Spring

### **ANAT 653 Special Topics in Clinical Anatomy (1-3 cr. hrs.)**

This course is an independent study in which the student will conduct readings and engage in weekly conferences with a specified faculty member. Depending on the topic, students may complete a course project. This course may be repeated with a different topic. Faculty permission required. Prerequisite: admission to the Master of Science program and any additional specific requirements for the topic.

### **ANAT 683 Graduate Anatomy Project (1 - 6 cr. hrs.)**

The graduate student conducts anatomical research under the supervision of a graduate research mentor. A written research report is required to complete the course. May be repeated for credit. Pre- Requisites: LSCI 604

### **ANAT 699 Medical Gross Anatomy Dissection (3 cr. hrs.)**

A graduate level course designed for the continued study of medical gross anatomy by method of full human dissection. Students will begin with basic dissection techniques and advance to more detailed methods. All sections of human anatomy will be covered i.e. musculoskeletal, thorax, abdomen, pelvis, neck and head. Evaluation will be based on a performance grading rubric. Pre-Requisite: Completion of ANAT 701 with a final grade of "B" or higher. Spring.

### **ANAT 701 Medical Gross Anatomy (7 cr. hrs.)**

Medical Gross Anatomy is the study of the body's structure. The course is organized by the four major body regions: upper limb; back and lower limb; thorax, abdomen and pelvis; and head and neck.

Laboratory prosections and dissections will be utilized throughout the entire course. Supplemental lectures and tutorials will also be given. Computer-aided instruction will be used to help students learning anatomy. The student is expected to learn anatomical terminology, three-dimensional, radiological and live (palpatory) anatomy. Throughout the course students will be challenged to relate the anatomy to solving clinical problems. The latter is an integral part of the anatomy curriculum. Students will be evaluated by a series of five written examinations and five laboratory practical exams. Course available to Master of Science degree-seeking students only. Pre-Requisites: Admission to the Master of Science, Biomedical Professions or Anatomical Sciences Program. Fall.

### **ANAT 714 Medical Histology (4 cr. hrs.)**

Medical Histology I is designed to give students a foundation of the basic structural and functional organization of cells and tissues in the human body. Histology I focuses on the histologic study and microscopic anatomy of basic tissue types. This course is taken during the first semester of the first year of medical school. The understanding of the normal histology presented in this course is critical for the student's ability to: (1) envision the cellular/tissue structures associated with the biochemical and physiological processes explained in other courses, and (2) identify and comprehend the abnormal histology presented in Pathology. Course available to Master of Science degree-seeking students only. Pre-Requisites: Admission to the Master of Science, Biomedical Professions or Anatomical Sciences Program. Offered as an elective when available.

### **ANAT 715 Neuroanatomy (3 cr. hrs.)**

This course provides a survey of the neuroanatomy and systems physiology of the central, peripheral and autonomic nervous systems. There are two major goals for this course. By the end of the course, using knowledge of neuroanatomy and neurophysiology, the student will be

able to: 1) explain the reasoning for each step of the neurological exam, and 2) explain the mechanisms underlying a neurological patient's signs and symptoms. Course available to Master of Science degree-seeking students only. Pre-Requisites: Successful completion (grade of B or higher) of ANAT 701 Medical Gross Anatomy. Spring.

**BCHM 503 Advanced Cellular Biochemistry (3 cr. hrs.)**

This course will provide an advanced focus on 1) biomolecules (amino acids, protein structure and folding, protein function with emphasis on hemoglobin and myoglobin, carbohydrate, lipid and membrane structure and function); 2) enzyme kinetics and regulation of enzyme activity; and 3) metabolism of carbohydrates, lipids, amino acids and nucleotides. Each will be related to theme of regulation and integration of these metabolic pathways and how they differ in the muscle and the liver. Students are expected to present and discuss at least one recent paper from the primary literature relevant to the course topics. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an upper-level undergraduate biochemistry course.

**CG 501 - Orientation and Ethics in Counseling (3 cr. hrs.)**

An introduction and orientation to the counseling profession, including an overview of the theories, professional roles, training and credentialing standards of the profession, problems, issues, trends and ethical responsibilities in the field of counseling, and multiple approaches to service provision with diverse populations

**CG 508 - Foundations of School Counseling (3 cr. hrs.)**

This course studies the history and trends of the modern school guidance and counseling movement and examines the challenges and situations the school counselor faces in the school setting. Curriculum development and teaching methods utilizing best practices for the effective delivery of a comprehensive guidance program encompassing cultural diversities and special needs are emphasized. Ethical and legal standards, as well as organizations governing the profession of school counseling are addressed.

**CG 509 - Foundations of Mental Health Counseling (3 cr. hrs.)**

This course provides an overview of the history, philosophy, and current trends in clinical mental health counseling. Attention is paid to the role and scope of practice of the mental health counselor, including prevention, intervention, consultation, education, and advocacy, as well as the operation of programs and networks that promote mental health in a multicultural society. Ethical and legal standards, as well as organizations governing the profession of clinical mental health counseling are addressed.

**CG 521 - Career Counseling (3 cr. hrs.)**

This course studies the various theories, practices, methods, and processes of career development and educational planning and provides information on the interpretation and utilization of current data pertaining to career development and counseling.

**CG 531 - Social and Cultural Aspects of Counseling (3 cr. hrs.)**

This course will highlight the importance of diverse cultural factors on the counseling relationship. It provides a study of social changes and trends in sex roles stereotyping, societal subgroups, and diverse lifestyles. Attention is given to how stereotyping and personal world views may influence counselors' judgments and dynamics within the counseling relationship.

**CG 541 - Counseling Skills (3 cr. hrs.)**

This course provides an understanding of the philosophical bases of the counseling processes. It focuses on the application of counseling theories and inculcation of core counseling micro-skills, emphasizing the analysis of solution-focused brief counseling approaches to bring an integrative perspective to problems of parents and their children. Skills training for parents in handling behavior disorders is also studied.

**CG 551 - Personality and Mental Health Issues in Counseling (3 cr. hrs.)**

This course provides an overview of the personality theories with application to counseling and education and includes adjustment issues and various perspectives of mental health with application to education and counseling settings.

**CG 581 - Human Growth and Development (3 cr. hrs.)**

This course emphasizes the study of the psychological, intellectual, moral, social, and physical development of the individual across the life span and analysis of current research with diverse populations.

**CG 593 - Counseling Practicum and Seminar (3-6 cr. hrs.)**

The practicum is a field-based experience consisting of 100 supervised clock hours which provide candidates with opportunities to put into practice the knowledge and skills developed in their program of counseling study. Pass/Fail grade.

**CG 595 - Topics in Counseling (1-3 cr. hrs.)**

This course is a special topic developed by a member of the graduate faculty to enrich the existing course offerings and to afford expanded learning and experiences for candidates. Topics are announced in advance and the faculty member submits an outline with requirements to the Dean of the School of Education prior to offering the topic.

**CG 602 - Classroom Behavior Management for Counselors (3 cr. hrs.)**

This course focuses on the understanding and application of behavioral principles to the management of candidate behavior in a classroom setting. Particular emphasis will be placed on issues and techniques related to the management of difficult or at-risk students consistent with research-tested theory and practice.

**CG 611 - Counseling Theories (3 cr. hrs.)**

The didactic phase of the course includes study of various theoretical orientations used in counseling. The experiential part of the course gives candidates practice in using counseling and relationship skills in preparation for counseling practicum and/or field experience.

**CG 621 - Crisis Intervention and Consultation (3 cr. hrs.)**

The purpose of this course is to highlight the importance of crisis intervention and disaster relief counseling woven into the consultation models and processes needed to provide candidates in the human services areas knowledge and skills to be successful as consultants in school and mental health settings.

**CG 631 - Group Counseling (3 cr. hrs.)**

The course emphasizes didactic and experiential learning in group counseling and guidance. This course involves experience as a group leader and/or group participant.

**CG 651 – Evidence-Based Treatment and Treatment Planning (3 cr. hrs.)**

This course is designed to assist clinical mental health counselors in designing client-centered, individualized and culturally sound treatment plans for a wide variety of clinical mental health disorders. Candidates completing this course with satisfactory evaluation will be able to create basic treatment plans using evidence-based interventions for depression, anxiety disorders, substance abuse, and other common presenting problems, and to construct means of evaluation for client progress.

**CG 654 - Populations in Mental Health Counseling (3 cr. hrs.)**

The course covers the rationale, scope, and nature of providing counseling services to a range of populations in community mental health settings. Populations, groups, and their unique counseling needs will be explored, with topics such as homelessness, addiction and recovery, military veterans, and crisis stabilization explored in depth in both the classroom seminar setting, and in extensive seminars, tours and discussions with licensed mental health clinicians at remote sites. The course will explore the roles and functions of clinical mental health counselors in various practice settings and the importance of relationships between counselors and other professionals, including interdisciplinary treatment teams. A primary focus of course will be the range of mental health service delivery—such as inpatient, outpatient, partial treatment and aftercare—and the clinical mental health counseling services network.

**CG 662 - Psychopathology (3 cr. hrs.)**

This course studies disorders and pathologies that affect children, adolescents, and adults. Etiologies and the current diagnostic criteria (DSM IVTR) are analyzed along with treatments and interventions appropriate for these disorders.

**CG 669 - Psychopharmacology for Counselors (3 cr. hrs.)**

The understanding of the basic neurobiology of psychopathology and how psychotropic medications treat such conditions is the foundation of this class. An emphasis is placed on the role of the counselor as a member of a treatment team who helps facilitate client treatment compliance and monitors the efficacy and side effect manifestations of psychotropic treatment, while helping to

integrate that treatment with other non-pharmacological modalities.

**CG 671 - Assessment in Counseling (3 cr. hrs.)**

Individual assessment of cognitive, affective, motor, and academic performance. Topics covered include review of psychometric properties of standardized assessment, clinical assessment interviewing, structured observations, rating scales and the role of assessment in the treatment planning process. Candidates will administer a standardized test, complete structured observations, clinical assessments interviews, rating scales, and an integrated assessment report.

**CG 677 - Legal & Ethical Issues in Professional Counseling (3 cr. hrs.)**

The course surveys moral, ethical and legal codes that govern and influence behavior and decision making in professional counseling. The students will learn key statutes and case law that pertain to counseling practice as well as how that relates to the American Counseling Association Code of Ethics. Special focus of attention will be paid to HIPAA, Privacy and Limitations, Tennessee Licensure Statutes for Professional Counseling

**CG 681 - Children and Families (3 cr. hrs.)**

This course provides for the study of family dynamics and key issues and addresses the related needs of children. Emphasis is on using insights from family systems thinking, basic concepts of marriage and family counseling, and solution-focused brief counseling approaches to bring an integrative perspective to problems of parents and their children. Skills training for parents in handling behavior disorders is also studied.

**CG 687 - Foundations of Marriage & Family Counseling (3-6 cr. hrs.)**

The Foundations of Marriage and Family Therapy course serves as an initial exposure of the foundations, contextual dimensions and practical applications of approaches in relationship counseling. Along with an historical review of family relationships in multiple cultures and a survey of assessments utilized in practice, the course compares current trends in therapy such as the Gottman Approach and EFT.

**CG 698 - Internship and Seminar in School Counseling (3-6 cr. hrs.)**

The internship is a capstone experience designed to provide school counseling candidates opportunities to use and apply the knowledge, concepts, and skills acquired in their graduate program. Interns take on role(s) of a guidance counselor at their school site(s). They will engage in a full range of activities including student planning, implementation of a guidance curriculum, individual and group counseling, services for the disabled, and staff development. Six hundred on-site clock hours are required; and supervision is provided through scheduled professional seminars and field supervision on the school site. Pass/ Fail grade.

**CG 699 - Internship/Seminar in Mental Health Counseling (3 cr. hrs.)**

This internship is a capstone experience designed to provide clinical mental health counseling degree candidate's opportunities to use and apply the knowledge, concepts, and skills acquired in their graduate program. Interns take on the role(s) of a counselor at their placement site(s). They will engage in a full range of activities, including intake, assessment, diagnosis, and individual and group counseling. Six hundred on-site clock hours are required, and weekly faculty supervision is provided on an individual and group basis, as well as on-site supervision by an appropriately credentialed practitioner. Pass/Fail grade.

**CI 501 - Curriculum, Instruction, and Assessment (3 cr. hrs.)**

This course focuses on systematic processes of instruction, assessment, and evaluation. Candidates will examine research-based best practices for implementing a rigorous and relevant curriculum, to include literacy and numeracy principles.

**CI 509 - Content Literacy (3 cr. hrs.)**

This course focuses on exploring, applying, and adjusting literacy strategies to meet the Common Core Standards. Major emphasis is given to gauging text complexity, constructing theme-based units, and gathering and citing evidence from the text.

**CI 510 – Supervision and Content Literacy Action Research Project (3 cr. hrs.)**

This course is the field experience companion to CI 509, Content Literacy. The course is designed to formalize the field experience component of the program and to provide students with direct theory-into-practice work. Students will design and implement research-based strategies for content literacy related specifically to the Common Core Standards. Candidates will design, implement, and evaluate content literacy strategies in their teaching situations. Pass/Fail.

**CI 511 – Content Literacy and Research (3 cr. hrs.)**

This course covers reading and writing in content areas and emphasizes instructional strategies on how to teach content areas based in research to adult learners. This course focuses upon reading, writing, research, and instructional strategies used in discipline-specific curriculum, specifically to adult learners.

**CI 512 - Educational Practice and Innovation (3 cr. hrs.)**

This course focuses on current innovations in educational practice. Students will investigate practices, such as the flipped classroom, STEM, and problem-based learning. Candidates will identify benefits and challenges of the innovative practices and make appropriate application to their own practice.

**CI 513 - Educational Practice and Innovation Field Experience (3 cr. hrs.)**

This course is the companion field experience to CI 512, Educational Practice and Innovation. Candidates will

design and implement innovative teaching strategies related specifically to their teaching situation.

Candidates will then implement and assess those strategies. A collection of artifacts and reflection of activities will be documented in the candidate's electronic portfolio. Pass/Fail.

**CI 514 – Educational Practice and Innovation (3 cr. hrs.)**

This course focuses on current innovations in educational practice for adult learners. Candidates will investigate practices such as transformational learning, experiential learning, and self-directed learning.

**CI 516 - Motivational Theory and Classroom Management (3 cr. hrs.)**

Student engagement is central to effective teaching and learning. This course examines the research and theory related to the role of classroom engagement and student achievement. Candidates will engage in reading, collaboration, examining current practice and implementation, and assessment of strategies.

**CI 517 - Motivational Theory and Classroom Management Field Experience and Electronic Portfolio (3 cr. hrs.)**

This course is the companion field experience to CI 516, Motivational Theory and Classroom Management. The course is designed to formalize the field experience component of the program and to provide students with direct theory-into-practice work. Students will design and implement research-based strategies for student engagement related specifically to their teaching situation. Candidates will then implement and assess those strategies. Students will also initiate the creation of an electronic portfolio that is a purposeful collection of artifacts designed to provide tangible evidence of the candidate's ability to demonstrate leadership in educational settings, and to reflect on, critical competencies and practices that improve instruction and enhance student learning. Pass/Fail.

**CI 542 – World Class Education, Political, Economic, and Cultural Contexts (3 cr. hrs.)**

Today's students will be working in a global marketplace. This course requires candidates to glean best practices from high achieving nations and to translate those practices into practical strategies to better prepare students for the knowledge, skills, and perspectives that will best serve them in the 21st Century.

**CI 555 – Adult Learning Field Experience (1 cr. hr.)**

Candidates will observe various teaching strategies utilized within four disciplines:

- a. Media Communications
- b. Biology
- c. Health, Physical Education, and Exercise Science
- d. Mathematics

Candidates will use an observational rubric developed from Marzano and Pickering's Dimensions of Learning.

**CI 556 – Adult Learning Field Experience (1 cr. hr.)**

Candidates will observe various teaching strategies utilized within four disciplines:

- a. Veterinary Health Science

- b. Finance
- c. English
- d. Chemistry

Candidates will use an observational rubric developed from Marzano and Pickering's Dimensions of Learning.

**CI 557 – Adult Learning Field Experience (1 cr. hr.)**

Candidates will observe various teaching strategies utilized within four disciplines:

- a. Elementary Education
- b. Medical Laboratory Science
- c. Psychology
- d. Marketing

Candidates will use an observational rubric developed from Marzano and Pickering's Dimensions of Learning.

**CI 595 - Topics in Curriculum and Instruction (1-3 cr. hrs.)**

This course will address a topic of interest enriching the existing course offerings and expanding candidate learning and experiences. Topics will be developed by an assigned faculty member as approved by the Dean of the School of Education. The course will be offered as required.

**CI 610 - Instructional Strategies for Diverse Learners (3 cr. hrs.)**

This course explores research-based strategies to increase student achievement in diverse student populations. Topics include students in poverty, diverse cultural and social groups, English language learners, and special needs learners. EdS-level course

**CI 612 - Practicum for Instructional Strategies for Diverse Learners (2 cr. hrs.)**

This course is the companion practicum for CI 610, Instructional Strategies for Diverse Learners. Candidates will examine school-level data, identify achievement gaps, and design research-based interventions. Corequisite: CI 610; EdS-level course Pass/Fail.

**CI 641 - World Class Education, Political, Economic, and Cultural Contexts (3 cr. hrs.)**

Today's students will be working in a global marketplace. This course requires candidates to glean best practices from high achieving nations, with an emphasis on literacy practices, and to translate those practices into practical strategies to better prepare students for the knowledge, skills, and perspectives that will best serve them in the 21st Century.

**CI 642 - Practicum for World Class Education (2 cr. hrs.)**

This course is the companion practicum for CI 641, World Class Education. Candidates will design and implement strategies to increase student achievement. Co-requisite: CI 641; EdS-level course Pass/Fail.

**CI 661 – Instructional Design and Initiatives (3 cr. hrs.)**

This course takes an in-depth look at current instructional topics with emphasis on instructional design and initiatives. Candidates will evaluate and construct assignments, assessments, and activities aligned to current instructional standards. Emphasis will be placed on research-based instructional approaches and 21st century high-impact practices. EdS core requirement.

**CRIM 505 Theories of Crime and Criminal Justice (3 cr. hrs.)**

This course is a comprehensive examination of prevalent theoretical perspectives in criminology and criminal justice with an emphasis on contemporary innovations in theoretical perspectives, policy implications, and scholarly research.

**CRIM 506 Ethics and Issues in Criminal Justice (3 cr. hrs.)**

This course would be an in-depth examination of critical issues within criminal justice. The class would also require students to explore the key ideologies and ethical foundations of the justice system.

**CRIM 510 Crime and Public Policy Analysis (3 cr. hrs.)**

This course is an in-depth examination of critical issues within criminal justice. The course requires students to explore the key ideologies and ethical foundations of the justice system with an emphasis on critically evaluating the effectiveness of criminal justice policies and the impact of these policies on citizens in society.

**CRIM 511 Criminal Justice Research Methods (3 cr. hrs.)**

This course is a comprehensive examination of the scientific research process including research ethics, research design, and various research techniques with a focus on quantitative research methods including survey research, regression analysis, and use of quantitative research software. This course requires students to complete a research proposal that includes a comprehensive literature review and a research design that can be used for the student's thesis project.

**CRIM 512 Justice Administration and Leadership (3cr hrs.)**

This course will prepare students for leadership roles within a criminal justice agency (police, courts, corrections) or similar organization. Topics include organizational management, personnel issues, and leadership ethics.

*12 hours elective credit:*

**CRIM 605 Homeland Security and Emergency Management (3cr. hrs.)**

Since September 11, 2001 public safety professionals have seen a qualitative shift in the scope of their work that places a great emphasis on addressing threats posed by terrorism and natural disasters. This course will examine the changing face of public safety in the United States with an emphasis on the legal, ethical, and policy-related issues associated with the focus on "homeland security" and the "war on terror".

**CRIM 615 International Crime and Policy (3 cr. hrs.)**

This course will explore international crime and international policy related to criminal activity that extends beyond the boundaries of the United States. Topics will include international crime trends, international law, and comparative analysis of criminal justice policy.

**CRIM 620 Victimology (3 cr. hrs.)**

This course is an examination of victimization, including the role of victims in the criminal event, challenges faced by crime victims in relation to social institutions, and



criminal justice policies related to helping crime victims. Focus will be placed on policy alternatives related to aiding crime victims including restorative justice.

**CRIM 625 Juvenile Justice (3 cr. hrs.)**

This course is an examination of juvenile crime, the juvenile justice system, and theories of juvenile offending including life-course perspectives, developmental theories, and childhood intervention programs.

**CRIM 630 Community Corrections and Offender Reentry (3 cr. hrs.)**

This course is a critical examination of community corrections policy and offender reentry programs. Special focus will be given to examining factors related to offender recidivism and alternative public policy options that may improve successful offender reentry.

**CRIM 635 Crimes of the Powerful (3 cr. hrs.)**

This course is an examination of crimes committed by the powerful, including corporate crime, white-collar crime, governments, and other types of elite deviance. The course will examine theoretical explanations with a particular focus on critical perspectives and how the influence of powerful agents in society contributes to this category of crime.

**CRIM 640 Race, Gender, Class and Crime (3 cr. hrs.)**

This course provides an in-depth examination of crime with a focus on the role of race, gender, and social class and critical evaluation of criminal justice policy. Special emphasis will be placed on critical theories of race, gender, and social class.

**CRIM 645 Rural Criminal Justice (3 cr. hrs.)**

This course will examine the challenges faced by criminal justice agencies in rural areas including personnel issues, resource management, crime trends in rural areas, and other special concerns related to the administration of justice in a rural community. Special attention will be given to Appalachia.

**CRIM 650 Qualitative Research Methods (3 cr. hrs.)**

This course is a comprehensive examination of the scientific research process including research ethics and research design with a focus on qualitative research methods including content analysis, narrative criminology, archival research, and use of qualitative research software. This course requires the student to complete a qualitative research project that demonstrates the ability to use qualitative methods.

**CRIM 695 Special Topics Seminar (1-3 cr. hrs.)**

This seminar will be used to provide students and faculty the opportunity to devote in-depth study toward a particular topic of interest that is not available through other coursework. The individual faculty member conducting the seminar will determine the course content.

**CRIM 696 Independent Study (1-3 cr. hrs.)**

The independent study is an opportunity for the student to conduct in-depth study on a topic of particular interest for the student and/or to provide the opportunity to work closely with a faculty member on a research project. Students must have successfully completed provisional admission requirements and obtain instructor approval.

Students are limited to 6 credit hours of Independent Study credit towards elective requirements.

**CRIM 697 Thesis Research (1-6 cr. hrs.)**

Students may complete a thesis research project that demonstrates an exceptional level of knowledge and expertise in their chosen topic of study including scholarly research skill. The project must include a substantial literature review component and analysis of a research question chosen by the student and approved by the thesis advisor and committee. Student must successfully defend the research to the thesis committee.

**DBA 701 – Leadership in Organizations: Theory & Practice (3 cr. hrs.)**

This course will introduce students to theoretical and practical foundations of leadership in organizations. Topics will include classical management theories, human relations approaches, systems perspectives and critical theories. An emphasis will be placed upon understanding these theories and their implications on modern business organizations.

**DBA 702 – Global Perspectives & Implications on Business (3 cr. hrs.)**

Globalization continues to have a monumental effect on business both domestic and international. This course will examine the opportunities and demands presented to leaders and business professionals in the global marketplace. Implications on today's business environment will be examined through research and discussion.

**DBA 703 – Business Synthesis & Integration for Competitive Advantage (3 cr. hrs.)**

This is a discussion/seminar course centered around business strategy focused on business level and corporate level organizations. Current research and events will be incorporated into the class discussion.

**DBA 704 – Advanced Theory in Management (3 cr. hrs.)**

This research and writing course focuses on perspectives that have contributed to the knowledge of management. Through the investigation of academic publications, students explore theoretical and scholarly literature relevant to management research and management practice. This course must be taken in the first semester of the DBA program.

**DBA 710 – Organizational Culture & Change (3 cr. hrs.)**

This course focuses on the holistic understanding of organizational culture and change. Historical perspectives on culture and change theories will be introduced and discussed along with current case studies.

**DBA 711 – Organizational Structure & Design (3 cr. hrs.)**

This course will provide students with an understanding of the fundamental approach to organizational structure and design. Students will explore the impact of globalization, instruments for organizational analysis, information technology in business today, and their implications on proper fit for the organization, workforce, and

organizational environment in terms of efficiency and productivity.

**DBA 712 – Developing Human Resources Management (3 cr. hrs.)**

This course focuses on aspects of human resources management, human resources strategy, human development, and human resources challenges in a global business environment. Closely related topics including organizational change, performance management, learning organizations, employee motivation, employee engagement, and employee retention will be researched and discussed.

**DBA 713 – Organizational Entrepreneurship (3 cr. hrs.)**

This course focuses on developing an entrepreneurial mindset for business leaders in organizations both small and large. An emphasis will be placed upon creating an organizational environment where innovation, vision and collaboration are richly engrained in the culture.

**DBA 801 – Doctoral Statistics (3 cr. hrs.)**

Doctoral statistics is a course in applied statistics. It assumes students have a fundamental knowledge of statistical methodologies. Topics such as hypothesis testing, measures of central tendency, measures of variability, analysis of variance and regression analysis will be reviewed.

**DBA 802 – Research Methods I (3 cr. hrs.)**

This course will introduce students to the fundamental principles and theoretical foundations underlying social and behavioral research methods applied to the study of business organizations. Dissertation design and format will be covered.

**DBA 803 – Research Methods II (3 cr. hrs.)**

This course will continue to build upon the foundation of research methods presented in DBA702. Students will learn how to critique and evaluate existing research using a variety of theoretical and methodological perspectives. Students will learn how to design and justify defensible research proposals. Components of dissertation structure will be reviewed including article review, IRB process and approval, and preparing an oral defense.

**DBA 899A – Dissertation (3 cr. hrs.)**

This course is reserved for DBA dissertation work completed by students.

**DBA 899B – Dissertation (3 cr. hrs.)**

This course is reserved for DBA dissertation work completed by students.

**DBA 899C – Dissertation (3 cr. hrs.)**

This course is reserved for DBA dissertation work completed by students.

**DBA 899D – Dissertation (3 cr. hrs.)**

This course is reserved for DBA dissertation work completed by students.

**EDCI-872 Trends and Issues in Educational Technology and Literacy (3 cr. hrs.)**

This course will explore the evolution of educational technology and conduct a researched exploration into the related needs of today's classroom teachers. This will result in a repository of resources for educating and assisting

teachers in the technology/literacy arena. Candidates will design and develop digital-age learning activities and assessments, engage in professional growth and leadership, and understand avenues in which these tools can be used in the promotion of literacy throughout the curriculum.

**EDCI-873 Perspective and Strategies in Teaching and Learning (3 cr. hrs.)**

The symbiotic relationship between teaching and learning will be examined in the framework of K-12 schooling. Various research-based strategies will be discussed and modeled. Theories regarding the nature of these strategies will be discussed, as well as debates surrounding their use in the public school system.

**EDCI-874 Curricula for Literacy (3 cr. hrs.)**

This course examines the planning, philosophy, standards, content, implementation, and evaluation of established curricular options. Relevant practices and their relationship to literacy will be critiqued. Current federal and state mandates will be discussed, as well as the testing associated with them.

**EDCI-875 Poverty, Gender, and Cultural Background in Education (3 cr. hrs.)**

This course will involve an overview of various inequities in our society which affect public education. Concepts and discourse around discrimination and inequity in the school system will be examined, as well as best practice and research-based methodology in combating it.

**EDCI-877 Teacher Leadership (3 cr. hrs.)**

This course involves the examination of methods whereby conditions for change may be created, planned for, implemented, and sustained. Theories of leadership will also be studied for their relative effectiveness.

**EDEC-742 Diversity and Equity in Education (3 cr. hrs.)**

This course will examine issues relevant to diversity and equity in education. Prominent sociological and anthropological works on race, class, gender and their intersectionality in educational contexts will be discussed. Discussions will center on how these constructs impact equality and equity in educational environments. Extant research and theoretical frameworks specific to diversity and equity in education will be examined and critiqued.

**EDEC-751 Quantitative Research Procedures I (3 cr. hrs.)**

This course will provide candidates with an introduction to different types of quantitative research methods and statistical techniques. The course will be divided into two sections: 1) methods for quantitative research and, 2) quantitative statistical techniques for analyzing data. The course begins with a focus on defining research problems, theory testing, data identification and classification, causal inference, and designing research instruments. Then, the class will explore a range of statistical techniques and methods that are available for empirical research. Candidates will work in teams to explore research methods that may be applicable to their individual dissertation including: Primary and Secondary Data Analysis, Sampling, Survey Design, and Experimental Designs.

Topics in quantitative techniques include Descriptive and Inferential statistics. Emphasis is placed on practical usage of quantitative methods and the acquisition of sufficient theoretical knowledge needed for data interpretation.

**EDEC-752 Qualitative Research: Theory and Design (3 cr. hrs.)**

This course focuses on the application of advanced qualitative research methods. Course topics may be related to data collection (e.g., interviews, focus-groups, observations, field logs, document analysis), sampling (e.g., maximum variation, snowball, convenience, quota), validity (e.g., member checks, inter-rater reliability, auditing, bracketing, triangulation), and other important topics (e.g., rapport, ethical considerations, epistemology, ontology, coding techniques). Emphasis is placed on practical usage of qualitative methods and sufficient theoretical knowledge needed for data interpretation.

**EDEC-753 Quantitative Research Procedures II (3 cr. hrs.)**

This course focuses on the identification and classification of data and the application of quantitative research methods designed to answer specific questions of interest identified by the candidates as applicable to the development of their dissertation. Candidates will have the opportunity to identify a research problem, develop appropriate question(s), select the methodology for answering the question(s), conduct the analysis on dummy data, and interpret the results. Course topics may include: correlation, regression, effect size, analysis of variance, analysis of covariance, and multiple analyses of variance. In this course, candidates will run and quantitative research using various software applications.

Emphasis is placed on practical usage of quantitative methods and the acquisition of sufficient theoretical knowledge needed for data interpretation.

**EDEC-754 Introduction to Qualitative Research and Policy Analysis (3 cr. hrs.)**

This course provides the foundation for the understanding of various types of qualitative research, including ethnography, case study, grounded theory, narrative analysis, and phenomenology. This course also focuses on the development, implementation, and evaluation of public policy at the national, state, and local level. The course is designed for candidates to learn about the craft of interpretive policy analysis as conducted by educational researchers. Frameworks and methods for analyzing policy are presented. The course is organized to help one understand and discuss current thinking about the nature of policy analysis, analyze one or more actual policy issues, and produce and present policy recommendations based on evidence produced through systematic research. Critical thinking methods regarding the interpretation of educational policies will also be presented.

**EDEC – 755 Dissertation Research and Design (3 cr. hrs.)**

This course is designed to provide a springboard from which candidates' will successfully plan, write, defend, and complete an EdD dissertation. The instructor will guide

candidates through the construction of research questions, the theoretical framework, and the problem statement sections of their dissertations. The instructor will also teach candidates dissertation format standards, psychological and time management demands, committee formation, Institutional Review Board (IRB) process, and project management. Prerequisites: EDEC-751 and EDEC-752

**EDHE-851 Higher Education: Theory, Foundations and Principles (3 cr. hrs.)**

This course examines the historical, theoretical, and philosophical foundations of higher education. Candidates will investigate the origins of higher education in the United States beginning with early theological institutions. Building from this base, the course will trace the expansion of higher education to include multiple institutional types including: the American Community College; Liberal Arts Colleges and Universities; Land Grant Institutions; Research Universities; Teaching Universities; Minority Serving Institutions (HSIs, HBCUs, TCUs); and the emergence of For-Profit Universities. The philosophical underpinning of these institutional types will be discussed as well as current issues and trends relevant to their mission and structure.

**EDHE-852 College Candidate Development Theory (3 cr. hrs.)**

This course examines a wide array of theories and models relevant to candidate development and learning during college. Psychosocial, typological, and cognitive theories and models examined may include: Experiential Learning Theory; Intellectual Development; Feminine and Masculine Development; Racial Identity Development; Cognitive Structural Development; and Moral Development. The applicability of candidate development theories to candidate and academic affairs practices will be discussed. Policies, programs, and practices that enhance the practitioner's understanding and application of development theories, including processes of candidate learning, growth, and development during the college years will also receive discussion.

**EDHE-853 Policy Development and Analysis (3 cr. hrs.)**

This course is designed to strengthen candidates' leadership and administrative skills by enhancing their historical, contextual, moral, and theoretical understanding of the policy-making process. This course involves the analysis of contemporary policy issues confronting public and private higher education in the United States. Candidates will consider the proposed solutions of competing interest groups, alternative solutions, and implications for primary stakeholders such as faculty, candidates, administrators, donors / investors, employers and others. Current policy issues affecting higher education will also be discussed, including: access, affordability, accountability, accreditation, and finance. Candidates will be expected to become familiar with higher education policy organizations such as the American Council on Education (ACE) and the American Association of University Professors (UUAP).

**EDHE-854 Governance, Administration and Politics (3 cr. hrs.)**

This course examines the governance structures used in higher education. Specific attention will be directed toward state governing boards / coordinating boards; institutional governing boards; and the federal government's role in American higher education. International systems of higher education will also be discussed. Candidates will be expected to become familiar with administrative processes and systems. The course will also examine the role that politics plays in higher education and various strategies for managing political loss and leveraging political advantage.

**EDHE 855- Law in Higher Education (3 cr. hrs.)**

This course examines the legal issues associated with laws that impact higher education. Candidates will learn how executive orders, judicial rulings, and legislative mandates have served to shape the mission and function of higher education. Candidates will also survey basic elements of governance structures in higher education as they relate to the law of higher education. The course will include an examination of how master plans, legislative influence, local control, and structure differ by state. The course also examines legal problems and issues as they affect students, faculty members, and administrators in American colleges and universities. Distinctions in the legal environments of public, private, and church-related institutions are made. Emphasis is placed on constitutional issues, contract law, federal and state regulation, liability, faculty and staff employment and community relationships.

**EDHE-856 Higher Education Finance (3 cr. hrs.)**

This course provides prospective college and university administrators with a working knowledge of strategies, techniques, issues and practices related to college and university budget development and implementation. Attention is given to the formulation of various budgetary strategies: presentation strategies for multiple constituencies; management and execution of the university budget, including various revenue sources and review of expenditure patterns; and how strategies vary among types of institutions. Candidates have the opportunity to engage in financial analysis and modeling to explore the current issues in the financing of higher education as well as accounting principles and practices. Landmark cases in higher education finance as well as national, state, and local policies regarding funding for higher education will be discussed. The economic importance of higher education for the individual and for society will be investigated. Candidates will become familiar with software applications that are commonly used in planning, management, and accounting.

**EDHR-833 Legal and Ethical Environment of Human Resource Management (3 cr. hrs.)**

Ethics is the study of what should be and what ought to be, rather than what is. In this course, ethical dilemmas encountered by candidates in their leadership roles are explored using case study research methodologies, and evaluated in terms of value claims, propositions, and beliefs of contemporary philosophical and theological

perspectives. Personal ethics will be studied in terms of integrity in pursuing one's own sense of destiny and calling within various leadership roles assumed. As a close relationship exists between the study of ethics and law, candidates will also examine legal problems and issues as they affect students, faculty members, and administrators in American colleges and universities. Distinctions in the legal environments of public, private and church-related institutions will be made. Emphasis will be placed on constitutional issues, contract law, diversity, federal and state regulation, liability, faculty and staff employment, and community relationships. Students will become familiar with software applications that are commonly used in the area of human resource management.

**EDIL-876 Advanced Educational Law: A Legal Perspective in Specific Areas of Need (3 cr. hrs.)**

This course is designed for candidates to attain expertise in sophisticated areas of educational law. Though the course will involve a legal overview/review, it will allow candidates to develop areas which they believe would be of practical, professional use.

**EDLB-703 Diversity in the Workplace (3 cr. hrs.)**

This course provides foundational information concerning our multicultural society as diversity poses both challenges and benefits within the workplace. The world is changing at an ever-increasing rate— globalization, the amount of information readily available, the complexion of our work environment, and the number and diversity of people with whom we interact— all factors contributing to the changing demographics of our own nation, with diversity creating an inclusive workforce culture that is quickly becoming a workplace reality. Strengths of this course provide a focal point of developing awareness as well as strategies to manage and leverage workplace diversity. Candidates explore the importance of learning and understanding cultural similarities as well as differences and how this information relates to the workplace.

**EDLB-730 Research Frameworks (3 cr. hrs.)**

This course will provide a basic introduction to quantitative and qualitative research within the social sciences. An introduction to probability theory and the logic of statistical hypothesis testing (e.g. general univariate procedures such as t-test, correlation, ANOVA models, and simple regression) as well as a basic familiarity with analyzing data, transforming data, scales of measurement, and measures of central tendency and variation will be developed through case study analysis. Additionally, the course will introduce the philosophy, politics and techniques of qualitative research. Coursework will require critical thinking and explores the assumptions carried into research. The course will serve as a preliminary stage for the candidate's independent development as a researcher and the expansion of research ideas

**EDLB-820 Adult Learning Principles (3 cr. hrs.)**

Learning is in every component of the human experience. Understanding how adults learn and apply expertise to practical everyday situations provides the candidate opportunities to broaden understandings regarding the

capacity of the human mind, what motivates learning and as future leaders, empowers others. This course introduces candidates to the theory and practice of adult education emphasizing those theories, models, and principles applied to the workplace and other adult learning venues.

Candidates will explore adult learning in different contexts and become acquainted with the main debate as well as the philosophies and methodologies utilized within adult education.

**EDLB-828 Organizational Assessment and Evaluation (3 cr. hrs.)**

The course is focused on the process of problem identification and formulation in organizations and the factors that impact the process. Considerations will include the environmental context of identification and solutions, processes of formulating problem definitions, and emergent themes of problem identification and formulation within organizations. Emphasis will be placed on the identification, collection, and analysis of data that will impact organizational problem solving.

**EDLB-829 Leadership: Forecasting and Strategic Planning (3 cr. hrs.)**

This course considers two aspects of strategic planning: problem finding and problem solving. Candidates learn to evaluate organizational needs by applying data analysis techniques, exploring future trends and investigating collective beliefs and values. Consideration is given to the role of shared values and participatory decision-making in formulating visions for the future. Problem solving focuses on developing a framework for aligning the vision, mission, and goals of the organization. Basic concepts and techniques of the Strategic Planning Process are presented.

**EDLC-701 Leadership: Historical and Contemporary Perspectives (3 cr. hrs.)**

This course explores historical and contemporary leadership theories. Candidates examine social, political and cultural contexts as contributing factors in developing leadership perspective. Particular emphasis directed toward contemporary culture and its influence on evolving leadership views. Transformational and servant leadership perspectives are emphasized as appropriate approaches for leading contemporary organizations. Candidates examine underlying principles of leadership including values, beliefs about human nature, and philosophy. The focus is on personal mastery as candidates investigate the philosophical nature of leadership theory, explore various leadership perspectives, and construct their personal leadership plans.

**EDLC-702 Ethical and Social Considerations (3 cr. hrs.)**

The moral and ethical dimensions of leadership are the focus of this course with the concept of emotional intelligence viewed as a foundation for leadership excellence. Concerns of social justice including equity, diversity, and democracy in the work place are considered. Candidates consider topics such as what is just, fair, and appropriate for all people. Leaders from various professional organizations present case studies and lead discussions relative to the ethical issues faced in diverse

organizations. Candidates apply ethical principles to their own leadership platforms, values, and standards of ethical conduct.

**EDLC-731/831 Doctoral Dissertation Seminar I/II (1 cr. hr. each)**

The class is an intensive course designed to assess candidates' knowledge of critical statistical research concepts; to identify candidates' research topics; and, to initiate candidates' literature review on the stated topics. Dissertation Seminar is designed as a semi-structured learning process allowing candidates to work as groups in various stages of the dissertation process. Emphasis is placed on development of the first three chapters of the dissertation.

**EDLC-732 Critical Inquiry and Research Design (3 cr. hrs.)**

This course is designed to provide candidates with directed experience in critical inquiry and research design and to prepare candidates for the type of research/scholarship that will be expected of them in their professional careers. This course is offered within each of the program's five concentrations to assist candidates in the design, development, and production of their dissertations.

**EDLC-733 Quantitative and Qualitative Methods (3 cr. hrs.)**

The purpose of this course is to provide candidates with intense training in the tools, and strategies needed to conduct reliable, valid, and relevant research.

**EDLC-821 Organizational Landscapes (3 cr. hrs.)**

This course explores the interrelationships among individuals and organizations. Classical and social systems theories are examined and connected to the responsibilities of leadership. Candidates explore the individual as a member of the group, the behavior of the group, and the organizations' performance affected by individual and group behavior. Systems theory forms the foundation for considering the synergistic nature of organizations, culture building, distributive leadership, shared decision-making and teamwork.

**EDLC-822 Individual and Organizational Landscapes (3 cr. hrs.)**

Candidates investigate the nature of learning for both the individual and the organization. The reciprocal nature of individual and organizational interaction is examined through the concept of Transformational Learning. Candidates explore views of human development including the theories of Kegan, Gilligan, and Levinson as foundations for professional development. Adult Learning Theory and Systems Theory form the basis for viewing the importance of Learning Communities and Organizational Learning. Candidates reflect on their own learning community and develop plans for fostering learning communities in their own organizations.

**EDIL-860 Group Methods and Processes (3 cr. hrs.)**

This course focuses on communication skills for upper level education leaders. Candidates will explore group dynamics, communication within groups, controversy and creativity, managing conflict, and team development.

Candidates will apply course concepts through self-analysis, teamwork, case studies, action research projects, and simulations. Other course concepts will include group goals, social interdependence and trust, power, decision-making, and diversity.

**EDIL-861 Educational Finance (3 cr. hrs.)**

This course traces the historical development of education funding models from the 19th to the 21st century.

Candidates will examine how litigation on school funding has spawned legislation shaping federal, state, and local funding models. The interdependency between funding models at these levels (e.g., federal, state, local) will also be examined. The course will examine landmark school funding legislation including: *Stuart v. Kalamazoo* (1874); *Zimmerman v. Asheville Board of School Commissioners* (1927); *Brown v. Board of Education* (1954); *San Antonio Independent School District v. Rodriguez* (1973); *Serrano v. Priest* (1977); and *Abbott v. Burke* (1985).

**EDIL-866 Ethical Leadership and Decision Making (3 cr. hrs.)**

The moral and ethical dimensions of leadership are the focus of this course. Emotional intelligence is viewed as a foundation for leadership excellence. Concerns of social justice including equity, diversity, and democracy in the work place are considered. Lincoln's leadership during times of national crisis serves as an entry point for considering what is just, fair, and appropriate for all people. Leaders from various professional organizations present case studies and lead discussions relative to the ethical issues faced in diverse organizations. Candidates apply ethical principles to their own leadership platforms, values, and standards of ethical conduct.

**EDIL-867 Political Structures and Governance (3 cr. hrs.)**

This course examines power and authority and the internal and external structures that govern organizations. Case studies are presented to illustrate the nature of organizational conflict. Candidates learn methods of conflict resolution and analyze case studies based on conflict resolution models. Examples of conflict from various leadership settings illustrate conflict resolution methods and provide candidates with meaningful examples of effective leadership in the midst of diverse political perspectives. Candidates assess their own conflict resolution styles and apply this knowledge.

**EDIL-868 Organizational Leadership and Governance (3 cr. hrs.)**

This course examines power and authority and the external and internal structures that govern organizations and the interrelationships among individuals and organizations. Candidates will explore the individual as a member of the group, the behavior of a group, and the organization's performance affected by individual and group behavior. Examples of conflict from various leadership settings illustrate conflict resolution methods and provide candidates with meaningful examples of effective leadership in the midst of diverse political perspectives.

**EDIL-869 Curriculum Leadership at the District Level (3 cr. hrs.)**

Curriculum leadership includes at least six functions: staff selection and recruitment; principal selection; supervision and evaluation; establishing clear instructional and curricular goals; monitoring learning and curricular improvement activities; and financial planning for instruction. Candidates will conduct an action research project, experience case studies, access the latest research on learning assessment, and learn about the latest trends in professional development.

**EDIL, EDCI, and EDLC-899 Independent Dissertation Research (1-6 cr. hrs.)**

This is an independent study course for doctoral candidates who are actively engaged in collecting data and writing their dissertations. Faculty members provide guidance to candidates during this process.

**EDUC 501 - Foundations of American Education (3 cr. hrs.)**

This course investigates the historical, philosophical, psychological, and sociological foundations influencing American education policies and practices. This course also examines history of literacy beliefs and practices and special education services beliefs and practices in America to contextualize current national, state, and local literacy trends and practices. Controversial educational issues are explored and personal philosophies of education are formulated. Core requirement for MEd candidates.

**EDUC 502 – Foundations of Educational Philosophy (3 cr. hrs.)**

This course investigates the philosophical, psychological, and sociological foundations influencing global education policies and practices. Controversial educational issues are explored and personal philosophies of education are formulated. Core requirement for MEd candidates.

**EDUC 511 Educational Research and Statistics (3 cr. hrs.)**

This course examines research methodologies and basic statistical approaches. Research skills including but not limited to information retrieval, critical evaluation, report organization, and statistical methodology are developed and reflected in formal research proposals related to improved literacy instructional practices. Core requirement for MEd candidates.

**EDUC 515 – Research I – Reading and Designing Educational Research (3 cr. hrs.)**

This course focuses on the identification of a research topic related to educational practice. The topic is explored in the literature, resulting in the design of a research proposal. The application focuses toward clinical experience in collecting, analyzing and utilizing data to inform practice, instruction, and assessment as applied to the development of a comprehensive research statement.

**EDUC 516 – Motivational and Adult Learning Theory (3 cr. hrs.)**

This course presents key characteristics of adult learners including theory and research on adult learning. This

course focuses upon andragogy, the adult learning theory, and motivation theory related to the adult learners.

**EDUC 550 – Foundations in Curriculum Design for Adult Learners (3 cr. hrs.)**

This course presents an overview of curriculum design for adult learners. Participants will learn to design and evaluate curriculum, develop instructional materials, assess student learning, and measure instructional outcomes. Topics include preparation of course syllabi and lessons, design and explain how learning objectives and evaluation strategies are incorporated into curriculum.

**EDUC 551 - Supervision for Teaching and Learning (3 cr. hrs.)**

This course focuses on school functions, strategies, and support that encourage the highest level of student learning and academic achievement, with an emphasis on literacy practices and achievement across subjects. These school functions, strategies, and support include improving instruction through support of teachers, curriculum development, staff development based on current research and best practices, professional learning communities, evaluation of teachers, and action research.

**EDUC 555 – Seminar in Literacy and Informational Writing (2 cr. hrs.)**

An introduction to the elements of reading current educational research with understanding and arrive at a critical analysis delivered in a three to five page critique. The critique will be written using standard Graduate School conventions focusing on critical thinking, language, and grammatical skills. An important feature is informational literacy and research-based writing demonstrated in the written critique.

**EDUC 556 – Seminar in Literacy and Informational Writing (2 cr. hrs.)**

This course requires a thorough examination of a research topic related to the Adult Learner resulting in a written review formatted and documented according to the APA Manual, 6<sup>th</sup> Edition. The seminar is writing intensive and focuses on identifying, analyzing, and writing a series of literature reviews aligned with relevant research topics.

**EDUC 557 – Seminar in Literacy and Informational Writing (2 cr. hrs.)**

This course examines the elements of writing a scholarly ten to twelve page research report on a relevant Adult Learning topic that focuses on informational retrieval, critical evaluation, and report organization.

**EDUC 570 - Introduction to Teaching and Learning (3 cr. hrs.)**

This course includes a study of concepts essential to becoming a teacher leader. Basic and advanced strategies in curriculum, instruction, assessment, current research, technology, diversity, leadership, and philosophy are addressed. This course is Module I in the Master of Education—Initial Licensure program.

**EDUC 571-Extending and Refining Knowledge of Teaching and Learning (3 cr. hrs.)**

This course focuses on the role of the teacher as leader. Candidates demonstrate their understanding of the teacher

as leader role by applying relevant concepts to the development of an interdisciplinary unit of study and a personal philosophy statement. This course is Module II in the Master of Education—Initial Licensure program.

Prerequisite: EDUC 570

**EDUC 572 - Early Childhood and Adolescent Development (3 cr. hrs.)**

This course is an overview of early childhood and adolescent development designed for K-12 licensure and masters candidates. The cognitive, social/emotional, and physical domains will be studied in relation to planning, implementing, and assessing developmentally appropriate K-12 curriculum. Research will focus on the work of theorists who have shaped current child development educational theory. Existing developmental expectancies as well as individual differences and diversity issues will be examined throughout the course.

**EDUC 573 - Methods of Teaching Mathematics in K-5 (3 cr. hrs.)**

This course is an overview of the teaching of elementary mathematics with an emphasis on research-based methods and theoretical foundations for contemporary math programs. Candidates will explore and practice teaching and assessment strategies based on the concept-centered approach to teaching math and the cognitive constructivist approach to learning. Candidates will have the opportunity to examine a variety of materials, including appropriate technology for classroom use and for evaluation purposes. Real world applications, diversity, and the integration of math concepts in other disciplines will be emphasized. Candidates will also become familiar with and apply national standards in practice unit/lesson plans.

**EDUC 576 - Methods of Teaching Science in K-5 (3 cr. hrs.)**

Candidates will examine strategies and pedagogy related to the life, earth/space and physical sciences. National standards and the application of those standards to K-6 lesson planning will be emphasized. Research will focus on best practice as candidates learn to plan, instruct, and assess life, earth/space, and physical science unit and lesson plans. Candidates will also create integrated unit lessons connected to science, technology, and societal issues. Inquiry-based learning experiences will be studied and constructivist activities will be modeled as candidates learn to plan, present, and assess constructivist unit and lesson plans for K-6 students.

**EDUC 577 - Methods of Teaching Social Studies in K-5 (3 cr. hrs.)**

Candidates will develop and present social studies learning experiences that are based on state and national curriculum standards, designed to meet the needs of all students, and connected to real life, with an emphasis on the constructivist approach to teaching and assessment. Candidates will research developmental characteristics, persistent educational issues, teaching and assessment strategies, and diversity issues. Candidates will examine the appropriate use of technology in teaching social studies in the K-6 classroom.

**EDUC 578 - Reading Diagnosis and Correction (3 cr. hrs.)**

This course examines research-based reading assessment (screening/diagnosis) and intervention for elementary classrooms. Candidates will build foundational knowledge of and essential skills in developmentally appropriate practices in reading assessment and intervention. Candidates will work with wide-ranging reading assessments, emphasizing the universal screening process, reading-readiness, curriculum-based measurement, progress-monitoring procedures and diagnostic assessment protocols. This course highlights assessment as part of the multi-tiered, problem-solving process of the Response to Intervention protocol, stressing early identification of and support for struggling readers. Candidates will develop instructional skills, addressing (1) phonological awareness; (2) phonics; (3) fluency; (4) comprehension; and (5) vocabulary development. Candidates will observe reading assessment and instruction in elementary classrooms and develop lesson plans using current standards and evidence-based strategies. Candidates will conduct action research to investigate assessment, progress monitoring, and differentiated-instruction for reading instruction with learners in the elementary grades.

**EDUC 579 - Methods of Teaching Literacy in the Elementary School (3 cr. hrs.)**

This course examines research-based theory, foundations, principles, procedures, and practices centering on teaching elementary literacy—reading, writing, grammar, speaking, listening, spelling, viewing, and visual representation. Candidates will build knowledge of and essential skills in developmentally appropriate practices in literacy instruction. Candidates will integrate differentiated instructional strategies, methods, and resources into curriculum they design to help elementary students develop and reinforce their literacy skills. Candidates will develop an understanding of literacy as a system of cultural competencies including reading and writing, synthesis, and critical analysis, along with 21st century literacies within a global arena. Candidates will conduct action research to investigate evidenced-based assessment and instruction for literacy instruction in the elementary grades, creating literacy lesson plans for elementary students.

**EDUC 580 – Educational Methods of Teaching in Secondary Environments (3 cr. hrs.)**

Students will learn about the development of pedagogy from sociological, philosophical, historical and theoretical perspectives for use in the 21<sup>st</sup> Century classroom. They will focus on teaching and learning in secondary schools and include the study of curriculum and methodology. The students will address the role of today's schools, characteristics of young people of middle-level and high school years, identify the fundamental characteristics of quality public education, and build an understanding of the diverse characteristics and needs of students.

**EDUC 591 - Enhanced Student Teaching (6 cr. hrs.)**

This course provides full-time teaching experience in a public PK-12 classroom settings under the direction of a

mentoring classroom teacher and a university supervisor. Placement will be arranged by the Program Director in consultation with faculty. Bi-monthly seminars are required. Student teaching is required for all candidates seeking licensure through the Master of Education—Initial Licensure program. Before registering for this course, candidates must have completed and passed EDUC 570/571, passed all required Praxis exams, and taken and passed all undergraduate courses required for licensure. This course is Module III in the Master of Education—Initial Licensure program.

**EDUC 595 - Topics in Education (1-3 cr. hrs.)**

This course will address a topic of interest enriching the existing course offerings and expanding candidate learning and experiences. Topics will be developed by an assigned faculty member as approved by the Chair of the School of Education. The course will be offered as required.

**EDUC 596 - Practicum in Education (3 cr. hrs.)**

This course focuses on supervised application of skills that approximate employment in various educational settings. Master's level course.

**EDUC 596L - Practicum in Leadership (1-4 cr. hrs.)**

This course focuses on supervised application of skills that approximate employment as a school principal. Field-based experiences are completed which are related to courses required in the Leadership program. A total of 9 semester hours is required. Leadership program candidates only.

**EDUC 602 - Structuring Learning Environments (3 cr. hrs.)**

This course investigates how to structure safe, effective, and efficient learning environments. Candidates will be able to demonstrate how to advocate, nurture, and sustain a positive instructional climate.

**EDUC 607 - Brain Compatible Teaching and Learning (3 cr. hrs.)**

This course will examine neurological, psychological, and educational aspects of the brain. Classroom strategies and applications to the learning processes will be investigated based on current research.

**EDUC 610 - Instructional Strategies for Diverse Learners (3 cr. hrs.)**

This course investigates various characteristics and elements of diversity in order to plan effective instruction for the 21st century student.

**EDUC 665 – Action Research (3 cr. hrs.)**

This course explores the action research model and the vital role of professional literature in action research and culminates in a scholarly team project designed to improve educational practice and empower educators, specifically topics around literacy achievement and improvement for diverse learners Prerequisites: EDUC 511 or an approved education research course. EdS-Level Course

**EDUC 670 – Research I – Reading and Designing Education Research within Clinical Application (3 cr. hrs.)**

This course focuses on the identification of a research topic related to educational practice. The topic is explored in the literature, resulting in the design of a research proposal.



The application focuses toward clinical experience in collecting, analyzing and utilizing data to inform practice, instruction, and assessment as applied to the development of a comprehensive research statement.

**EDUC 671 – Research II – Writing Literature Review and Clinical Application (3 cr. hrs.)**

This class requires a thorough examination of literature related to an identified problem or topic, resulting in a written review formatted and documented according to the APA Manual, 6<sup>th</sup> Edition. The clinical practice is focused on identifying, analyzing, and writing a series of literature reviews aligned with relevant research topics.

**EDUC 672 – Research Application III - Methodology and Clinical Application (3 cr. hrs.)**

This course completes the research cycle culminating in a scholarly project designed to improve educational practice. The clinical application examines research methodologies and basic statistical approaches. Research skills including but not limited to information retrieval, critical evaluation, report organization, and statistical methodology are developed and reflected in formal research proposals.

**EDUC 685 - Capstone Electronic Portfolio (3 cr. hrs.)**

Candidates will complete the electronic portfolio including their final philosophy of education, specific assignments from coursework, and other artifacts as required. EdS-level course Pass/Fail.

**EDUC 692 - Diversity and Equity Issues (3 cr. hrs.)**

This course includes a study of gender, racial, cultural, socio-economic, and disability issues. Current research and case studies of educational equity problems are identified and analyzed in terms of their implications for the classroom.

**EDUC 695 - Topics in Education (1-3 cr. hrs.)**

This course will address a topic of interest enriching the existing course offerings and expanding candidate learning and experiences. Topics will be developed by an assigned faculty member as approved by the Chair of the School of Education. The course will be offered as required.

**EDUC 696L - Practicum in Education (3 cr. hrs.)**

This course focuses on supervised application of skills that approximate employment as a school principal. EdS-level course.

**ENGL 530 - Appalachian Literature (3 cr. hrs.)**

A survey of poetry, fiction, and films of the Southern Appalachian region, emphasizing themes such as mountain stereotypes, violence, nature, education, industrialization, religion, out-migration, and family.

**ENGL 533 - Literary Periods (3 cr. hrs.)**

A critical and historical survey of representative works and authors of a major literary period. Course may be repeated for credit with a different period heading.

**ENGL 543 - Literary Genres (3 cr. hrs.)**

A study of a specified literary form: techniques, style, themes, problems. Close analysis of representative works of the designated genre and time with emphasis on both formal development and on the relationship of literary form to the dynamics of the time. Course may be repeated for additional credit with a different genre heading.

**ENGL 560 - The English Language (3 cr. hrs.)**

Traces the history of the English Language, describes the major grammar systems, and defines and surveys the science of linguistics.

**ENGL 595 - Special Topic in English (3 cr. hrs.)**

This course will address a topic of interest enriching the existing course offerings and expanding candidate learning and experiences. Topics will be developed by an assigned faculty member as approved by the Dean of the School of Education. The course will be offered as required.

**IL 501 - Leadership and School Improvement (3 cr. hrs.)**

This course examines the role of the school leader to establish and share the vision and mission for academic success of all students including a positive school culture, data based decision-making, stakeholder involvement, and parent and community collaboration. Heavy emphasis is given to all aspects of becoming an effective literacy leader.

**IL 502 - Clinical Practice in Leading Schools and Portfolio (3 cr. hrs.)**

Students will initiate the creation of an electronic portfolio that is a purposeful collection of artifacts designed to provide tangible evidence of the candidate's ability to demonstrate leadership in educational settings, and to reflect on critical competencies and practices that improve instruction and enhance student learning. Additional documentation and activities related to the Tennessee Instructional Leadership Standards (TILS) for licensure are required of Tennessee Instructional Leadership Licensure candidates. Mentors will be assigned to facilitate the licensure process in partnership with the school district. Candidates focus on school's literacy needs to design and implement a school improvement project.

**IL 541 - School Community Partnerships in a Diverse World (3 cr. hrs.)**

This class examines the role of the school administrator and instructional leader in responding to and influencing the larger political, social, economic, legal, and cultural context in the classroom, school, and local community. It will also address diverse candidate and student needs to ensure the success of all candidates and their students.

**IL 561 - School Law and Ethics (3 cr. hrs.)**

This course examines the basic legal and ethical issues in education and includes a survey of case law dealing with the rights, obligations, and responsibilities of teachers, administrators, and counselors.

**IL 562 - Legal, Ethical, and Financial Issues Practicum (3 cr. hrs.)**

This course is designed to provide field experience in educational settings for legal, ethical, financial, and diversity components of the program to provide direct theory-into-practice work. A collection of artifacts and reflection of activities will be documented in the candidate's electronic portfolio.

**IL 571 - School Finance and Resource Management (3 cr. hrs.)**

This course examines the law, theory, and practice of local, state, and federal funding of education, budget preparation, and control of funds. Related topics include the function of personnel management, including the hiring and retention of qualified personnel; insurance; and risk management; facility planning, financing, construction, maintenance, and operations; auxiliary services including food service and pupil transportation; and purchasing, inventory and distribution.

**IL 572 – Supervision &Community Partnerships Action Research Project (3 cr. hrs.)**

This course is the field experience companion to EDUC 551, Supervision of Teaching and Learning, and IL 541, School Community Partnerships in a Diverse World. The course is designed to formalize the field experience component of the program to provide candidates with direct theory-into-practice research. Candidates will design and implement an action research project related specifically to improving practice in their educational setting including appropriate data collection and analysis, with an emphasis on improved literacy achievement across subjects.

**IL 589 – School Leadership License Assessment (SLLA) (0 cr. hrs.)**

Instructional Leadership (IL – Leading to Initial Tennessee Leadership Licensure) candidates are required to take and pass the SLLA in accordance with Tennessee state licensure and University graduation requirements.

Prerequisite: Admission to the Instructional Leadership Licensure Program

**IL 595 - Topics in Educational Administration/Supervision (1-3 cr. hrs.)**

This course will address a topic of interest enriching the existing course offerings and expanding candidate learning and experiences. Topics will be developed by an assigned faculty member as approved by the Chair of the School of Education. The course will be offered as required.

**IL 611 - Assessment for School Improvement (3 cr. hrs.)**

This course focuses on developing a culture and climate of school improvement. Emphasis will be placed on setting a strategic direction for school improvement, organizational alignment, data collection, and analysis. EdS-level course

**IL 612 - Clinical Practice for Assessment and School Improvement (3 cr. hrs.)**

This course is the companion practicum for IL 611, Assessment for School Improvement, which provides field experience in educational settings with an emphasis on promoting the success of all students by establishing a positive school culture, providing an effective instructional program, applying research-based best practices for student learning, utilizing assessment data, and designing comprehensive professional growth for staff. Experience collecting, analyzing, and utilizing data to inform practice, instruction, and assessment is stressed; highlighting topics that lead to improved student literacy achievement. The aim of the course is to provide candidates with direct theory-into-action experience. . Corequisite: IL 611; EdS-level course-

**IL 651 - Educational Law and Ethics (3 cr. hrs.)**

This course provides a conceptual framework for the development and application of requisite legal and ethical knowledge, skills, and dispositions for educational leaders to be prepared to act with integrity, fairness, and ethical behavior that promote a positive school culture, student diversity, and ethical considerations in all interactions with community stakeholders. EdS-level course

**IL652 - Leadership for Educational Programs (3 cr. hrs.)**

This course focuses on leadership, the change process, and strengthening and maintaining interpersonal relationships to provide a foundation for improvement in educational programs. EdS-level course

**IL 653 - Clinical Practice or Instructional Leadership (3 cr. hrs.)**

This course is the companion practicum for IL 652, Leadership for Educational Programs, which focuses on leadership, with an emphasis on leading literacy efforts, managing the change process, and strengthening and maintaining interpersonal relationships to provide the foundation for improvement in teaching and learning in diverse educational settings. The aim of the course is to move from theory to practice by providing emerging educational leaders with craft knowledge, especially in the areas of curriculum, teaching, and learning, while developing a professional vision, mission, and philosophy of school leadership. Corequisite: IL 652; EdS-level course. Pass/Fail Grade

**IL 661 - Finance and Human Resources (3 cr. hrs.)**

This course prepares candidates to understand standard financial operating procedures and routines that are practiced by personnel in educational settings. An understanding of resource management based upon equity, integrity, fairness, and ethical conduct is stressed, along with the importance of mobilizing community resources to support the schools' mission and student achievement. EdS-level course

**IL 680, 681 - Learning to Lead I and II (3 cr. hrs.)**

These courses are an in-depth clinical application of selected program objectives. Objectives will be selected in collaboration with the candidate's major professor.

Content, processes, and products will be approved by the major professor. EdS candidates only. Pass/Fail grade.

**IL 686 - Capstone Portfolio (3 cr. hrs.)**

Instructional Leadership (IL) licensure candidates will complete the electronic portfolio including their final philosophy of education, specific assignments from coursework, and other artifacts as required by the Tennessee Instructional Leadership Standards (TILS). Prerequisite: Acceptance to the licensure program; EdS-level course. Pass/Fail grade

**IL 689 – School Leadership Licensure Assessment (0 cr. hrs.)** Initial Instructional Leadership Licensure candidates are required to take and pass the SLLA in accordance with Tennessee state licensure requirements. A passing score is required for licensure and graduation.

Prerequisite: Admission to the Instructional Leadership Licensure Program

**IL 695 - Topics in Educational Administration and Supervision (3 cr. hrs.)**

This course will address a topic of interest enriching the existing course offerings and expanding candidate learning and experiences. Topics will be developed by an assigned faculty member as approved by the Chair of the School of Education. The course will be offered as required.

**LSCI 503 Advanced Molecular Genetics and Cell Biology (3 cr. hrs.)**

This course is an in-depth coverage of Eukaryotic and Prokaryotic molecular cell biology. Topics include structure and utilization of the organismal genome; nuclear and cytoplasmic division; membrane structure, transport, and compartment dynamics; cell communication; cell-cycle regulation; cytoskeletal structure and dynamics; cellular aspects of multicellular development and apoptosis.

Assigned readings in current primary literature will be used to extend learning of topics in this course. This course has a required critical analysis paper. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an undergraduate genetics course.

**LSCI 504 Advanced Techniques for Molecular Biology (2 cr. hrs.)**

This course integrates theoretical underpinnings of contemporary molecular techniques with applied skills using those techniques. Each student is expected to successfully perform each technique and create a written report the results using publication standards of a current refereed journal. The actual menu of techniques may vary depending on the students' areas of interest. Typically techniques will include PCR, bacterial transformation, advanced agarose and polyacrylamide electrophoresis, Western, Southern, and/or Northern blotting, ELISA, or animal tissue culture. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an undergraduate genetics course.

**LSCI 505 Advanced Ecology and Field Biology (3 cr. hrs.)**

This course entails an in-depth examination of current ecological concepts and methods via a review of both classical and contemporary landmark peer-reviewed literature. Major ecological principles and their applicability across various ecological systems and biological hierarchical scales will be critically discussed. The course will also address experimental design and implementation as well as data analyses and interpretation for field experimentation. The student will conduct a primary literature review, write a paper, and give an oral presentation on an ecological topic upon approval by the instructor. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an undergraduate ecology and statistics course.

**LSCI 506 Microscopic Imaging Theory and Techniques (3 cr. hrs.)**

This course will address light, electron, atomic force, and confocal microscopy as complimentary study methods. The

history of microscopy will allow comparison and contrasts of light and electron optics. The focus of the course will be on advanced imaging techniques, especially electron microscopy.

Electron paths will be followed from filament generation of primary electrons, focusing electrons through the column, to specimen interactions generating secondary and backscattered electrons, and X-rays. Techniques will include sample fixation, dehydration, mounting, coating and storage for high and low vacuum systems. A discussion of X-ray microanalysis will show the quantitative side of advanced imaging. Students will gain hands-on experience with scanning electron microscopy. This course has complimentary lecture and lab assignments. Pre-Requisites: Admission to the Master of Science program.

**LSCI 507 Life Sciences Research Instrumentation (2 cr. hrs.)**

This course introduces students to analytical technology platforms used in life sciences molecular research. The course will review specific technologies, online databases, online calculators, and primary literature review strategies. The course will include significant laboratory instruction each week with advanced orientation to technologies including mass spectrometry, NMR, PCR, and cell fractionation. Students will be introduced to protocols for obtaining and preparing biological materials for analysis as well as relating molecular characterizations to the genome and metabolism. Critical review of the literature, including assigned readings, will be a key element to all aspects of the course. Two papers are required: a research methodology review and a grant proposal. Pre-Requisites: Admission to the Master of Science program.

**LSCI 508 Techniques in Physiological Research (2 cr. hrs.)**

This course will introduce well-accepted methods, rationale and limitations for evaluating and array of functions in humans and animals. This course will provide students with the skills necessary to construct solid research designs for research applications, and the foundation required to critically review studies in the field of physiology. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an upper-level biochemistry course.

**LSCI 509 Advanced Botany (3 cr. hrs.)**

This course emphasizes structural, developmental, and molecular aspects in comparing major phylogenetic groups of plants. Recent and classic primary literature research is included. Pre-requisites: Upper-level undergraduate botany and genetics courses.

**LSCI 510 Advanced Vertebrate Physiology (3 cr. hrs.)**

This graduate-level course is an in-depth coverage of vertebrate physiology. Study will include the specific function of all major vertebrate organ systems along with focus on neurological and endocrine regulatory integration. Assigned readings in current primary literature will be used to extend learning of topics in this course. This course has a required critical analysis paper. Pre-Requisite: BCHM 503

and undergraduate anatomy and physiology course sequence or upper-level animal physiology course.

**LSCI 603 Colloquial Principles of Life Science (1 cr. hr.)**

Selected diverse articles from the primary literature of the life sciences are critically presented and discussed.

Attendance required. Course may be repeated for credit.

Pre-Requisites: Admission to the Master of Science program.

**LSCI 604 Graduate Life Science Research Design and Analysis (3 cr. hrs.)**

This course covers the principles and applications of research design in the life sciences. This includes framing and articulating a research question, creating testable hypotheses, collecting valid data, approaches to data analyses, and presentation of results. Examples from the primary literature will be discussed and evaluated. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an undergraduate statistics course.

**LSCI 605 Scholarly Writing in Life Science (2 cr. hrs.)**

This course focuses on formal scientific writing. It emphasizes concise communication of the research process.

It includes both written and oral presentations of previous relevant background studies, statement of the research question, detailing of materials and methods, linkage of claims, warrants, and evidence, and concluding discussions.

A written research proposal draft is required for completion of this course. Pre-Requisites: LSCI 604 and recommendation of supervisory committee.

**LSCI 606 Applied Ethics in the Biomedical Sciences (3 cr. hrs.)**

Applied Ethics is the inquiry from the standpoint of moral philosophy into practical decision making. The focus of the course will concern ethical issues in relation to research and practice in the biomedical sciences. The course's instructional format will include a combination of lecture, video, small group discussion, and seminar. It will also include independent study of a focused topic selected by the student in consultation with their supervisor. The course will be primarily "Case-Based" covering a range of topics with the emphasis on ethical decision-making. Ethical theory will be discussed in relation to making the most reasoned and informed argument for practical courses of action. Special attention will be given to the ethical dimensions of research involving human and non-human subjects. Pre-Requisites: Admission into the Master of Science Program and at least one prior undergraduate course in ethics.

**LSCI 610 Advanced Immunology (3 cr. hrs)**

This course is designed for students who have background knowledge in immunology. This course will investigate the immune response and its involvement in health and disease through the use of case studies, webinars, and literature reviews. Topic areas covered include, but are not limited to, innate and adaptive immunity, regulation of the immune system, induction and role of cell types and subsets, transplant immunology, immunopathologies, tumor

immunology, and immunotherapies. Pre-Requisites:

Admission to the Master of Science program.

**LSCI 611 Introduction to Pharmacology (3 cr. hrs)**

This introductory course covers key pharmacologic concepts related to the physiologic, cellular, and biochemical actions of major drug classes used in human medicine. Students will learn basic scientific concepts including the theoretical basis of pharmacodynamics and pharmacokinetics as well as the molecular and physiologic actions of drugs that influence function of the autonomic nervous system, the somatic nervous system, the central nervous system, the cardiopulmonary/renal systems, the endocrine system, the immune system, and actions of drugs that target microbial infection. In addition, students will apply pharmacologic principles to understand impact of drugs of abuse, important drug interactions, and actions of dietary/botanical supplements. Pre-requisites: Admission to the Master of Science program.

**LSCI 612 Bacteriology and Virology (3 cr. hrs)**

This course will introduced basic principles and then apply those principles to clinical relevance. All aspects of bacteriology and virology will be explored. This course will cover taxonomy, metabolism, pathogenesis, modes of transmission, epidemiology, methods of isolation and control for pathogenic bacteria and viruses. This course will include etiological agents responsible for many infectious diseases that future practitioners would encounter. Pre-requisites: Admission to the Master of Science program.

**LSCI 613 Case Studies in Life Sciences (3 cr. hrs)**

Selected case studies and case reports from the primary literature and other resources are critically presented and discussed. Students are expected to apply pre-requisite knowledge and skills to be able to discuss and evaluate case information. Attendance required. Pre-requisites: Admission to the Master of Science program.

**LSCI 653 Life Science Graduate Special Topics (1-3 cr. hrs.)**

Various specific life sciences topics are covered which include in-depth presentation, analysis and discussion of the related primary literature. May be repeated with a different topic. Pre-Requisites: Admission to the Master of Science program and permission of instructor.

**LSCI 683 Life Science Graduate Research Project (1-6 cr. hrs.)**

The graduate student conducts life science research under the supervision of a graduate research mentor. A written research report is required to complete the course. May be repeated for credit. Pre- Requisites: Admission to the Master of Science program and permission of instructor. Can be concurrent with LSCI 604.

**LSCI 693 Life Science Thesis Research (1-9 cr. hrs.)**

The graduate student conducts life science research under the supervision of a graduate research mentor for completion of the approved Master of Science thesis proposal. May be repeated for credit at the discretion of the supervising committee. By permission of supervising committee only. May register as Pass/Fail.

**MBA 511 - Operations Management and Quantitative Analysis (3 cr. hrs.)**

This course includes both quantitative methods and operations management principles to assist managers in evaluating business processes.

**MBA 515 – The Social and Ethical Environment of Business (3 cr. hrs.)**

This course addresses the concept of classical theories and ethics in corporate decision making. This course will address the conflict between economic and social objectives in a domestic and social context. Topics include global ethical approaches, corporate social responsibility, and business function ethical standards.

**MBA 545 – Marketing Management (3 cr. hrs.)**

This course emphasizes the application of strategic marketing planning and development issues such as product development, integrated promotion, pricing, and distribution/supply chain management for maintaining a complete product life cycle and creating customer value in a dynamic global environment.

**MBA 547 – Brand Management (3 cr. hrs.)**

Product management planning will include selection of marketing strategies and tactics necessary for product maintenance in the product life cycle. Issues in product development for innovation, growth, maturity, and decline are discussed.

**MBA 548 - Global Marketing (3 cr. hrs.)**

As a project-based course, cultural diversity is explored for marketing success in international and global markets. Global markets and their implications for market selection, entry, strategies, and distribution are implemented in international market planning.

**MBA 550 - Financial Management (3 cr. hrs.)**

This course begins with a quick review of basic financial concepts and terms, and then begins an examination of the major types of financial decisions made by corporations today. Examples of the issues we discuss include capital budgeting principles, capital structure, cost of capital, corporate financing, market efficiency, short term asset management, and asset valuation. This course also introduces complicating factors, such as agency costs, corporate governance, and ethical issues into our analysis. Prerequisite: 3 hours of Finance or MBA 522.

**MBA 552 – Consumer Behavior (3 cr. hrs.)**

This course examines various behavioral fields for their impact upon marketing decision-making. Behavioral research will be explored for buyer theory development.

**MBA 560 - Global Management (3 cr. hrs.)**

This course examines the nature and scope of international organizations. Primary business functions and the application of managerial decision-making methodology in areas such as planning, organizing, leading, and controlling are used to study successful global firm operations. As a project and case course, the challenges of multinational and multicultural companies will be discussed.

**MBA 565 - Economics for Decision Making (3 cr. hrs.)**

This course prepares students to understand the role of economics in decision making within a business

community. Topics include supply and demand as it relates to business decision making, cost and market structures as it relates to business decision making and consumer choice theory as it relates to business decision making.

**MBA 570 - Accounting and Decision Making (3 cr. hrs.)**

This course examines the uses of various financial and managerial accounting reports and techniques employed by business managers to control the operations of a company. Special emphasis will be placed on the control of manufacturing operations.

**MBA 575 - Contemporary Management and Leadership (3 cr. hrs.)**

This course examines the organizational context affecting individual behavior and organizational performance contributions. Topics include organizational structure, culture, function, organizational development, team dynamics, and role set interactions. Individual and organizational changes will be explored for implementing the use of change agents and action research.

**MBA 590 – Business Strategy (3 cr. hrs.)**

A seminar course that discusses the development of business strategies through long- and short-term plans to maximize business goals. Simulations that improve analytical skills are used with the emphasis placed on evaluating national and international business environments for processes and improvements for strategic advantage. Prerequisites: MBA 545, MBA 565, MBA 575, MBA 511, MBA 550, MBA 570, and MBA 515.

**MBA 600 – Organizational Behavior (3 cr. hrs.)**

This course presents basic concepts of formal organizations. Students become acquainted with the major conceptual models which purport to explain organizational behavior, acquire an understanding of the methods used to study organizations, and analyze research which has been produced. While the emphasis is placed on critical analysis of literature that deals with “what is,” attention is given to views about “what should be” in order for people to derive maximum satisfaction and other benefits from organizational activity.

**MBA 610 - Organizational Leadership (3 cr. hrs.)**

This course emphasizes the leadership of organizations--corporations, agencies, and others--but it is also centered on the larger, inclusive, phenomenon of leadership in a variety of organizational and social settings.

**MBA 614 - Administration of Health Care Organizations (3 cr. hrs.)**

This course provides an overview of the United States Health Care system, including a basic understanding of pertinent historical, current, political, organizational, human resources, financial, and quality issues. The course will explore basic principles and tools of management, including the planning, organizing, directing, and controlling functions of healthcare organizations. The course is designed to provide students with a working knowledge of current healthcare institutional structures and delivery systems, as well as the evolving health needs of U.S. citizens. Students research organizational structure and theory appropriate for healthcare administration.

Emphasis is placed on the basic concepts and issues that are associated with the management and regulation of health care providers and the delivery of services. Evolving alternative delivery systems are reviewed, as are changes occurring in the field of healthcare management.

**MBA 615 - Healthcare Topics and Issues (3 cr. hrs.)**

Current Issues in Healthcare Administration is an integrative course focused on the current trends, topics, and issues affecting the U.S. healthcare system. This course will address the issues that lead to health policy formulation and the complexities of the U.S. healthcare delivery system. Current publications and periodicals will be reviewed to facilitate a real-time understanding of evolving healthcare issues. Developing and future trends are researched as they relate to the healthcare environment at local, state, and federal levels.

**MBA 619 – Quality Improvement in Healthcare (3 cr. hrs.)**

This course examines the key aspects of quality management and performance improvement in healthcare. Attention is given to quality management principles, such as quality assessment, risk management, utilization management, outcomes assessment, and benchmarking to improve healthcare services and patient safety. The principles and techniques of quality improvement will be presented and applied to patient care and management of services in healthcare organizations.

**MBA 620 - Healthcare Law and Ethics (3 cr. hrs.)**

This course examines the legal basis and application of law in the healthcare industry. Ethical problems and issues facing health care managers are analyzed in this course. Notable laws relating to healthcare administration, security, and privacy within the field of medicine, will be researched in order to ensure that students are well educated on the processes involved in dealing with sensitive information and materials.

**MBA 626 – Administration of Athletics (3 cr. hrs.)**

Leadership qualities, management styles, and planning tools will be addressed. Policies and problems of organization and administration of athletic programs and colleges. This course will discuss current issues and events in college athletics.

**MBA 627 – Sport Marketing (3 cr. hrs.)**

Evaluation of sport and marketing, including applications of mainstream marketing which include a historical overview of sport marketing, collegiate and professional sporting events, commercial and public organizations, sporting goods, and the sport enterprise.

**MBA 628 – Sport Seminar (3 cr. hrs.)**

Research and discussion of critical questions in physical education and sport management; topics to be studied will vary according to the concern of seminar students. Guest speakers and sport industry professionals will lecture in many of the classes.

**MBA 634 - Electronic Commerce (3 cr. hrs.)**

This course deals with the emerging field of electronic commerce. While the focus will be on management issues, the course will attempt to strike a balance between

technology and strategy. We plan to cover the economic and technological foundations, the infrastructure, and the main technologies employed, as well as the various business strategies being used for electronic commerce (both business-to-consumer and business-to-business).

**MBA 640 – Negotiation (3 cr. hrs.)**

Negotiation is a fundamental process that is used in making business deals, in managing working relationships with others, and in resolving conflicts. Negotiations occur for two reasons: (1) to create something new that neither party could do on its own, or (2) to resolve a problem or dispute between parties. Conflicts are common in any organization and in any relationship between individuals or organizations. The ability to manage and resolve conflicts effectively is critical in today's organization. Because we all negotiate about many things in many different situations, knowledge about and skill in negotiating is essential to anyone who works with and through other people to accomplish objectives.

**MBA 683 – Supply Chain Management & Logistics (3 cr. hrs.)**

This course analyzes the design and management of supply chains including transportation planning, inventory control, fulfillment management, development of customer service standards, and procurement. Additional topics include quantitative and qualitative models and techniques relating to cost, time, production, and utilization of materials. Special attention is given to researching current developments in global supply chains and logistics and measuring supply chain performance.

**MBA 684 - Project Management (3 cr. hrs.)**

This course examines the managerial process of project management. Topics include project life cycles, selection, screening, financial models and budgets, project portfolios, acquiring resources, resolving conflict, negotiations, risk management, scheduling, evaluation, and closeout. Through case study analysis and use of spreadsheet tools, students develop skills to manage projects in production and service environments. Additional focus is given to research on risk management and project controls.

**MBA 685 – Quality Control & Lean Operations (3 cr. hrs.)**

This course examines quality control techniques and lean operations from the strategic management perspective. Topics include the tools and procedures for development, management, and usage of lean systems for initiating product and service improvement. Six Sigma tools and phases of the DMAIC process are used to collect, analyze, and quantify data for process improvement, productivity, and efficiency. Case study analyses incorporating current quality control research are used in this course.

**MBA 686 – Operations Research & Analysis for Decision Making (3 cr. hrs.)**

This course is a survey of quantitative tools and techniques used in the operations and management of organizations. Software tools are used to develop models, analyze operations, and apply results to facilitate business strategies. Additional focus is given on current research in

business modeling techniques and operations with an overview of descriptive, predictive, and prescriptive techniques.

**MBA 698 – Internship in Sport Management (3cr. hrs.)**

This course includes on-the-job learning in a sport management setting. Field experience involving supervised contact with Sport administrators.

**MSBA 510 - Foundational Analytics Methods (3 cr. hrs.)**

The purpose of this course is to provide the theoretical foundation skills necessary for an analytics masters student to understand the key mathematical assumptions supporting the applied techniques used in practice. This course is not designed to prepare students for doctoral related work, rather to handle the practical problems encountered in industry. Probability and probability models; random variables and distributional models; likelihood inference and maximum likelihood estimation. Sampling distributions; point and interval estimation; large sample, deviance, and bootstrap confidence intervals; Bayesian estimation and hypothesis testing; uniformly most powerful and likelihood ratio tests.

**MSBA 511 - Process Analytics (3 cr. hrs.)**

This course focuses on the philosophies, models and techniques involved with the continuous improvement of business processes. Several management philosophies including Six Sigma will be taught. Statistical methods for process study, including control charts, cause and effect, and measurement analysis will be studied in depth. Concepts and tools related to understanding and partitioning variation are emphasized.

**MSBA 512 - Design of Experiments (3 cr. hrs.)**

This course provides an in-depth knowledge of the key statistical concepts of the design and analysis of experiments and Multi-Variable Testing (MVT) techniques. The scientific approach to experimentation, including completely randomized designs, randomized complete block designs, full and fractional factorial designs, nested and split plot designs and Plackett-Burman methods. Design principles such as randomization, replication, blocking, optimal designs and orthogonal arrays. Experimentation in business applications is emphasized.

**MSBA 513 - Business Foundations I (3 cr. hrs.)**

This course provides a foundational understanding of the interrelated disciplines of finance and accounting. This course examines the uses of various financial and managerial accounting reports and techniques employed by business managers to control the operations of a company. Examples of the issues discussed include capital budgeting principles, cost of capital, financial statement analysis, net present value (NPV) and internal rate of return (IRR). There will be an emphasis on the application of knowledge to real business situations.

**MSBA 515 - Regression Analysis and Forecasting Methods (3 cr. hrs.)**

This course covers techniques used in simple and multiple regression analysis, including residual analysis, assumption violations, variable selection techniques, correlated

independent variables, qualitative independent and dependent variables, polynomial and non-linear regression, regression with time-series data and forecasting.

Applications related to business decision-making will be emphasized. Forecasting with Box-Jenkins Autoregressive Integrated Moving Average (ARIMA) models, seasonal analysis and other methods will be taught.

**MSBA 517 - Survey of Management Science (MS) Techniques (3 cr. hrs.)**

This survey course will focus on linear programming decision models, sensitivity analysis, and integer optimization models. Systems thinking and its application will be exploited using constraint management techniques to build and manage lean processes in operations, project management and distribution/replenishment. Decision making and critical thinking processes such as throughput accounting, Goldratt's "Thinking Process" and Theory of Constraints will be utilized.

**MSBA 522 - Data Mining (3 cr. hrs.)**

The focus of this course is on the understanding and application of data mining methods. The data mining process will be emphasized, including; data preparation, exploratory data analysis, data visualization, handling missing data, dimension reduction techniques, supervised learning and outlier detection. Multivariate normal distribution, cluster analysis, logistic regression, decision trees, neural networks, association rules and model assessment will be key topics.

**MSBA 523 - Data Systems and Acquisition (3 cr. hrs.)**

This course focuses on the software to manage and manipulate data in preparation for analysis, using the SAS data step, PROC SQL, and the SAS macro language. Attention will be given to other SQL tools, Python and emerging software. Introduction to Data Warehousing: ETL (Extract, transform, load), OLAP, Hadoop and analytics for big data. Business Intelligence: dashboards, scorecards, and performance evaluations.

**MSBA 524 - Digital Analytics (3 cr. hrs.)**

This course will focus on the principles of web analytics; key performance indicators, benchmarks, A/B testing, personalized content, usability, research design and statistical methods. The use of Google Analytics will be emphasized. Internet based analytics techniques will be surveyed.

**MSBA 525 - Business Foundations II (3 cr. hrs.)**

This course prepares students to understand the role of economics and marketing in decision making within a business community. Topics include supply and demand as it relates to business decision making, and cost and market structures as it relates to business decision making. The application of strategic marketing planning and development issues such as product development, integrated promotion, pricing, and distribution/supply chain management for maintaining a complete product life cycle and creating customer value in a dynamic global environment.

**MSBA 526 - Non-Parametric Statistics (3 cr. hrs.)**

This course targets situations and data where non or semi-parameterized statistical analysis is required. Classical ranking statistics, contingency table analysis, introduction to survival analysis, time-to-event data with different types of censoring and regression models including the Cox proportional hazards model are emphasized.

**MSBA 591 - Analytics Practicum I, Problem Definition (1 cr. hr.)**

This course will provide students with a live industry situation to be evaluated in teams. From the situation analysis, student teams will form a problem definition and a plan for solving that problem. Important team, meeting, problem solving and critical thinking skills will be taught.

Co-Requisites: MSBA 510 and MSBA 511

**MSBA 592 - Practicum II, Data Acquisition (1 cr. hr.)**

During this course student teams will develop data acquisition plans to support their problem solving effort.

The plans and requests for data will be presented to industry representatives and faculty advisors. Co-Requisites: MSBA 512 and MSBA 513. Pre-Requisite: MSBA 591

**MSBA 593 - Practicum III, Data Analysis and Insight Presentation (1 cr. hr.)**

During this course student teams will analyze industry data, reach conclusions, create recommendations and prepare and present their analysis to industry experts and faculty advisors. Co-Requisite: MSBA 525. Pre-Requisites: MSBA 515 and MSBA 592.

**NURS 500 – Theoretical Foundations and Research Methods (4 cr. hrs.)**

Focuses on philosophical and historical health related theories as a framework for knowledge. Builds upon concepts from undergraduate nursing research to systematically examine quantitative and qualitative research methods and the reasoned critique of clinically relevant, published research. Examines the concept of evidence-based practice and its application to the delivery of culturally congruent care to promote adaptation. Discusses scientific information and access to health care data bases to facilitate development of scholarly activity. Creation of a focused review of literature using databases is explicated.

Prerequisite: Admission to the MSN Program as a degree-seeking or non-degree seeking student.

**NURS 501 – Advanced Anatomy and Physiology (4 cr. hrs.)**

This course uses a systems approach to study anatomy and physiology of the human body with emphasis on mechanisms of homeostasis. The study of anatomy and physiology of the cell, cardiovascular, pulmonary, nervous, gastrointestinal, renal and endocrine systems, along with the physiology of the immune system and the inflammatory response is emphasized. Normal physiology of the pediatric population and obstetrical physiology is also included.

Prerequisite: Admission to the Nurse Anesthesia Concentration. Co-requisites: NURS 520, 530, 581, 581-A.

**NURS 510 – Advanced Pathophysiology (3 cr. hrs.)**

Builds upon undergraduate science courses to focus on pathophysiological alternations across the lifespan. Emphasis is on the relationships between abnormal changes in specific systems and the impact on the development of diseases. The influences of cultural, developmental, genetic, environmental (including rural health issues), behavioral, and economic factors in alterations in Pathophysiological processes are explored.

Prerequisite: Admission to the MSN Program or as a degree seeking or non-degree seeking student.

**NURS 511 – Advanced Pathophysiology I (4 cr. hrs.)**

This course builds on the content from NURS 501. The focus of this course is on homeostatic mechanisms, functions, and dysfunctions of pathophysiology, and a systems approach to pathological disease states. The pathophysiology of cellular functions of the nervous, cardiac, musculoskeletal, and respiratory systems is emphasized.

Prerequisite: NURS 501, 520, 530, 581, 581-A. Co-requisites: NURS 531, 582, 582-A, 583.

**NURS 512 – Advanced Pathophysiology II (2 cr. hrs.)**

This course builds on NURS 511 and continues the study of pathophysiology as related to homeostatic mechanisms, functions and dysfunctions, with an emphasis on systems approach to pathological disease states. Emphasis will also be placed on the endocrine, renal and hematological systems in the adult and pediatric individuals. Other topics presented will include cancer and genomics. Prerequisite: All Fall I and Spring I Nurse Anesthesia courses. Co-requisites: NURS 571, 500.

**NURS 520 – Advanced Health Assessment (3 cr. hrs.)**

Focuses on the development of advanced health assessment skills needed for delivery of comprehensive health care to persons across the lifespan with consideration of cultural and rural health needs to promote adaptation. Diagnostic reasoning is used to interpret data obtained from the history, physical examination, and diagnostic procedures to generate a comprehensive health assessment and problem list. Additional domains include: family processes, transcultural issues, nutrition, genetic variations, growth and development, spirituality, and health promotion, health protection, and disease prevention.

Prerequisite: Admission to the MSN Program.

**NURS 521- Human Resource Management and Business Strategy (4 cr. hrs.)**

This course focuses on pertinent human resource knowledge, organizational relationships, including cultural competency and skills needed for the development of quality patient outcomes, and decision making that positively impacts the overall business strategy of the organization. Prerequisites: Admission to the MSN Program, Nursing Business Administration Concentration as a degree seeking student. Co-requisites NURS 522, 529.

**NURS 522 - Organizational and Leadership Theory (3 cr. hrs.)**

This course focuses on the evolution of theory for effective leadership in the 21st Century. The impact



of the utilization of theory in relationship to the organizational behaviors and outcomes will be examined. Decision making in relation to the organization's mission, vision, and values, including strategic planning, is analyzed.

Prerequisites: Admission to the MSN Program, Nursing Business Administration Concentration as a degree seeking student. Co-requisites NURS 521,529.

**NURS 529 - Nursing Business Administration Seminar (2 cr. hrs.)**

This course focuses on the requisite knowledge and skill needed to fulfill the role of the nurse business administrator as delineated in the American Nurses Association (ANA) Scope and Standards of Practice for Nurse Administrators and in the American Organization of Nurse Executive (AONE) Competencies. Professional practice models, the magnet recognition program, and programs that promote a culture of excellence are examined.

Prerequisites: Admission to the MSN Program, Nursing Business Administration as a degree seeking student. Co-requisites NURS 521,522.

**NURS 530 – Advanced Pharmacology and Therapeutics (4 cr. hrs.)**

Provides concentrated study in the art and science of pharmacokinetics, pharmacodynamics, pharmacotherapeutics, pharmacogenetics and pharmacoeconomics to initiate appropriate pharmacological treatments in the management of common and recurrent health problems of persons across the lifespan in order to promote adaptation. Provides concentrated study to identify indications, contraindications, interactive and side effects of established and evidence based drug regimens for safe and appropriate pharmacological treatments. Concerns regarding developmental status, nutritional status, health status, or membership in a high risk group are identified. Strategies for counseling and education to promote informed adherence are explored. Ethical and legal regulations related to prescription writing and medication administration are addressed. Acquisition of prescriptive privileges for Advanced Practice Nurse settings necessary to provide complex innovative care to persons across the lifespan, with consideration of complementary, alternative and financial implications of medication use, is facilitated.

Prerequisite: Admission to the MSN Program.

**NURS 531 – Anesthesia Pharmacology I (3 cr. hrs.)**

The course builds upon principles of general pharmacology with emphasis on clinical pharmacology including pharmacokinetics and pharmacodynamics of medications commonly used in the practice of anesthesia. The principles of managing monitored anesthesia and conscious sedation are introduced.

Prerequisite: Admission to the Nurse Anesthesia Concentration NURS 501, 520, 530, 581, 581-A. Co-requisites: NURS 511, 582, 582-A, 583.

**NURS 532 - Anesthesia Pharmacology II (2 cr. hrs.)**

This course examines basic pharmacodynamics and pharmacokinetics of adjuvant drugs used in anesthesia and includes the study of drug interactions, drug abuse and

addiction. Specific emphasis is on psychopharmacological medications, prostaglandins, tocolytics, uterotonics, antineoplastic therapies, and histamine antagonists. Drugs and other treatments for acute and chronic pain are also examined and the management of bronchospasm is included.

Prerequisite: All Fall I, Spring I, and Summer I Nurse Anesthesia courses. Co-requisites: NURS 572, 584, 584A

**NURS 533 - Finance and Budget for Strategic Decision Making (4 cr. hrs.)**

This course focuses on the foundational understanding of finance and budgeting for reimbursement and strategic planning. The impact of financial strategic decision making, planning, legal considerations, and government regulations is emphasized.

Prerequisites: NURS 521, 522, 529. Co-requisites NURS 500, 534

**NURS 534 - Healthcare Informatics, Data Analysis, and Technology (2 cr. hrs.)**

This course addresses the role of information technology in the delivery, management, and funding of healthcare. Data analytics, information governance, longitudinal health care, and biomedical instrumentation will be addressed. Ethical management of health care information and data through utilization of technology is included.

Prerequisites: NURS 521, 522, 529. Co-requisites NURS 500, 533.

**NURS 535 – Psychopharmacology (2 cr. hrs.)**

Provides the advanced knowledge of psychopharmacology commonly seen in primary mental health care settings. Builds on the knowledge of pharmacokinetics, pharmacodynamics, and pharmacotherapeutics. Monitors the effects of established drug regimens to ensure the person's health promotion, health protection, disease prevention, and treatment. Ethical, legalities, and regulations related to prescription writing are addressed. Strategies for counseling and education to promote adherence, and ensure the appropriate plan of care and implementation of treatment are included. Facilitates the obtainment of prescriptive skills and privileges for Family Psychiatric & Mental Health Nurse Practitioners that are necessary to provide mental health care to persons and families across the lifespan with consideration of cultural and rural health needs.

Prerequisites: Admission to the FPMHNP concentration; NURS 510, 520, 530. Co-requisites: NURS 500, 541, 541A.

**NURS 541 – Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) I (3 cr. hrs.)**

Introduces principles, conceptual models, and theories related to the practice of psychiatric mental health nursing. Models of personality development and individual functioning provide a theoretical basis for understanding the development of psychopathology, and the selection of appropriate therapeutic strategies. Synthesizes theoretical and scientific knowledge for the assessment, diagnosis of health status, plan of care, and implementation of treatment

including genetic and environmental factors. These competencies incorporate the health promotion and protection, disease prevention, and treatment in providing culturally competent care across the lifespan in rural, underserved and urban populations to promote adaptation. Prerequisites: Admission to the FPMHNP concentration; NURS 510, 520, 530. Co-requisites: NURS 500, 535, 541A.

**NURS 541A – Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) I Practicum (2 cr. hrs.)**

Focuses on the clinical practice and management of common acute and chronic mental illnesses across the lifespan to promote adaptation. Evidence-based clinical practice guidelines are used for the assessment, diagnosis, plan of care, and implementation of treatment. Under the supervision of clinical faculty and preceptors, students will develop skills for conducting the mental health history and assessment, differential diagnoses, individual psychotherapy, diagnostic tests, and basic psychopharmacology. Emerging skills in collaborative interdisciplinary practice are used to deliver culturally competent care to rural, urban, and underserved individuals and families in a variety of health care delivery systems. Prerequisites: Admission to the FPMHNP concentration; NURS 510, 520, 530. Co-requisites: NURS 500, 535, 541.

**NURS 542 – Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) II (4 cr. hrs.)**

Builds on FPMHNP I, the FPMHNP provides cultural sensitivity to persons and families across the lifespan to meet the health needs of rural, urban, and underserved populations by incorporating intervention strategies that consider genetic and environmental factors influencing health promotion and protection, disease prevention, and treatment. Health promotion and protection will focus on identifying internal and external stimuli to promote optimal adaptation to screen or prevent a chronic condition. Evidence-based clinical practice guidelines are used for assessing, diagnosing, determining the plan of care, and implementation of treatment. Emphasis is placed on developing advanced competence in clinical reasoning and critical thinking. Students continue to develop professional role and relationship competencies under the supervision of preceptors and faculty. Continued integration of theory and research to provide evidence-based practice facilitate the development of broader competencies in the provision of culturally congruent mental health care. Students use multidisciplinary collaboration to secure needed consultations and referrals.

Prerequisites: NURS 500, 510, 520, 530, 535, 541, 541A. Co-requisites: NURS 542A, 580.

**NURS 542A – Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) II Practicum (4 cr. hrs.)**

Uses evidence-based clinical practice guidelines in a variety of health care delivery systems. Emphasis is placed on the assessment, diagnosis of health status, and treatment of psychiatric disorders including diagnostic interviews, differential diagnosis, individual and group psychotherapy skills, and advanced psychopharmacology interventions to

promote adaptation. Clinical experiences refine the teaching-coaching functions of the psychiatric mental health nurse practitioner in the provision of anticipatory guidance and counseling to persons and families across the lifespan to promote adaptation.

Prerequisites: NURS 500, 510, 520, 530, 535, 541, 541A. Co-requisites: NURS 542, 580.

**NURS 543 – Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) III (3 cr. hrs.)**

Focuses on application of the theoretical, evidence-based, and practicum knowledge acquired in FPMHNP I and II. Continued emphasis is placed on developing cultural sensitivity to the variations in mental health needs of rural, urban, and underserved populations. Students critically analyze clinical strategies and interventions in health promotion and protection, disease prevention, and treatment. Students further refine skills in critical thinking and diagnostic reasoning. Assessment, diagnostic, therapeutic, and health teaching strategies are applied to a continuum of health promotion and prevention, and disease prevention. Emphasis is on managing and negotiating health care delivery systems, and monitoring and ensuring the quality of health care practice. Students develop and refine professional role competencies under the supervision of preceptors and faculty in mental health care facilities. Prerequisites: NURS 500, 510, N520, N530, 535, 541, 541A, 542, 542A. Co-requisites: NURS 543A, 590.

**NURS 543A – Family Psychiatric & Mental Health Nurse Practitioner (FPMHNP) III Practicum (5 cr. hrs.)**

Emphasizes advanced clinical practice and management of chronic and acute mental illness across the lifespan to promote adaptation. Under the supervision of preceptors and faculty, students manage advanced mental health care for persons and families. Evidenced based clinical practice guidelines are used for advanced assessment, diagnosis, determining the plan of care, and implementation of treatment including diagnostic interviews, differential diagnosis, group and family psychotherapy skills, and advanced psychopharmacology interventions.

Prerequisites: NURS 500, 510, 520, 530, 535, 541, 541A, 542, 542A. Co-requisites: NURS 543, 580, 590.

**NURS 561 – Young and Middle Adults (4 cr. hrs.)**

Care of young and middle adults through examination of diagnostic, therapeutic and pharmacological regimens using evidence-based guidelines and research findings in primary care settings to promote adaptation. Emphasis is placed on developing cultural sensitivity to variations in health care needs of underserved, rural, urban, and populations. Includes primary, secondary, and tertiary prevention; risk analysis, management, referral, and measures to improve health status. Emphasizes integration of assessment findings to diagnose common clinical problems.

Prerequisites: NURS 510, 520, 530. Co-requisites: NURS 500, 561A.

**NURS 561A – Young and Middle Adults Practicum (3 cr. hrs.)**

Integrates theory and scientific knowledge with clinical practice for health promotion, diagnosis and management of common clinical problems in young and middle adults and their families in underserved, rural, and urban populations to promote adaptation. Emphasizes development of cultural sensitivity to various health care needs. Opportunities provided to apply knowledge of advanced assessment, pathophysiology, evidence-based practice; to provide primary, secondary and tertiary health promotion; to diagnose acute and chronic clinical problems using indicated diagnostic tests; and to determine treatment and management plans in private practice, primary care centers, and health care systems. Emerging skills in collaborative interdisciplinary practice are used to deliver culturally congruent primary care. Students provide care under the supervision of preceptors and clinical faculty; students manage and coordinate primary care.

Prerequisites: NURS 510, 520, 530. Co-requisites: NURS 500, 561.

**NURS 562 – Pediatrics (2 cr. hrs.)**

Focuses on assessment and management of health-related problems of children, adolescents, and families. Emphasizes anticipatory guidance, development, health promotion, health maintenance, and disease prevention and treatment. Evidenced based laboratory, diagnostic, therapeutic, pharmacological, and health-teaching strategies are applied to the comprehensive assessment and management of the primary care needs of families with children. Integrates knowledge gained from theory, research, health policy, roles, and clinical practice facilitate the development of broader competencies in the provision of multidisciplinary culturally congruent primary care. Exploration of issues specific to the provision of care in rural, underserved, and urban areas are examined.

Prerequisites: NURS 500, 510, 520, 530, 561, 561A. Co-requisites: NURS 562A, 564, 564A, 580.

**NURS 562A – Pediatrics Practicum (2 cr. hrs.)**

Provides opportunities to deliver advance practice care to children and adolescents in the clinical setting. Emphasizes competency in advance practice skills in implementation of a comprehensive and/or problem-focused examination; conduct a risk analysis; selection and analysis of appropriate screening and/or diagnostic tests; development of correct assessment; identification of proper differential diagnosis; and development of a management and evaluation plan for issues relevant to children and adolescents. Students integrate knowledge into application in the clinical setting in the provision of culturally congruent care within the health care setting with emphasis on multidisciplinary teamwork. With clinical supervision, students refine the provision of health promotion and anticipatory guidance to persons and families. Exploration of evidence-based practice in the form of evaluating research and other forms of scientific knowledge and how these are integrated into practice. Legislative, economic,

rural, and ethical issues that impact the provision of care in the clinical setting will be explored.

Prerequisites: NURS 500, 510, 520, 530, 561, 561A. Co-requisites: NURS 562, 564, 564A, 580.

**NURS 563 – Lifespan of Older Adults (2 cr. hrs.)**

Emphasizes congruent care for older adults and their families. Focuses on theoretical and research-based knowledge of healthcare management of older adults in underserved, rural, and urban populations. Content includes physiological, pathological, and psychosocial changes in maintenance, minor acute illnesses, complex multidimensional, and chronic health problems. Emphasis is on assessment, intervention, evaluation strategies, and coordination of services.

Prerequisites: NURS 500, 510, 520, 530, 561, 561A, 562, 562A, 564, 564A, 580. Co-requisites: NURS 563A, 565, 590.

**NURS 563A – Lifespan of Older Adults Practicum (2 cr. hrs.)**

Focuses on clinical practice and health care management of the older adult in acute, extended and long-term care settings in underserved, rural, and urban areas to promote adaptation. Emphasizes advanced diagnostic reasoning and clinical decision making for common and complex problems in the older adult. Stresses development of advanced practice competencies and interdisciplinary expertise in management of acute and chronic health problems. Stresses development and implementation of care to maintain and promote physical, mental, emotional, and social health.

Prerequisites: NURS 500, 510, 520, 530, 561, 561A, 562, 562A, 564, 564A, 580. Co-requisites: NURS 563, 565, 590.

**NURS 564 – Women’s Health (2 cr. hrs.)**

Focuses on the care of women across the lifespan who experience acute or chronic illness, gynecological disorders, pregnancy, or reproductive changes. Emphasizes health promotion and maintenance, disease prevention, and treatment. Evidence-based laboratory, diagnostic, therapeutic, pharmacological, and health-teaching strategies are applied to the comprehensive assessment and management of primary care needs of women. Integration of knowledge gained from theory, research, health policy, roles, and clinical practice facilitate the development of broader competencies in the provision of multidisciplinary culturally congruent primary care. Exploration of issues specific to the provision of care in underserved, rural, and urban areas are examined.

Prerequisites: NURS 500, 510, 520, 530, 561, 561A. Co-requisites: NURS 562, 562A, 564A, 580.

**NURS 564A – Women’s Health Practicum (2 cr. hrs.)**

Provides opportunity to gain skills in the provision of advance practice nursing care to women across the lifespan who experience acute or chronic illness, gynecological disorders, pregnancy, or reproductive changes with clinical supervision. Focuses on competency in skills to obtain and conduct a comprehensive and/or problem-focused examination, select and analyze appropriate screening and/or diagnostic tests, conduct clinical assessment,

identify diagnoses, and develop a management and evaluation plan for issues relevant to women's health across the lifespan. Students refine the provision of health promotion and disease prevention. Exploration of evidence-based practice in the form of the evaluation of research and other forms of evidence, and integration into practice. Exploration of the development of multidisciplinary relationships within the clinical setting. Legislative, cultural, economic, rural, and ethical issues which impact the provision of care will be explored.

Prerequisites: NURS 500, 510, 520, 530, 561, 561A. Co-requisites: NURS 562, 562A, 564, 580.

**NURS 565 – Family Nurse Practitioner Internship (3 cr. hrs.)**

Provides opportunities to apply theoretical and evidence-based knowledge of health promotion, and diagnosis and management of common and complex health problems in persons across the lifespan in underserved, rural, and urban populations. Delivery of advanced nursing care through primary, secondary, and tertiary prevention. Focuses on advanced health assessment of persons and families. Emphasis on decision-making processes. Students demonstrate expertise in the clinical setting by provision, coordination, and direction of comprehensive care, including health states and complex, chronic and/or comorbid conditions. Students demonstrate synthesis of knowledge gained from the culmination of the family nurse practitioner program. Uses extensive clinical placements. Clinical is facilitated by preceptors who provide opportunities to work in interdisciplinary health care teams. Prerequisites: NURS 500, 510, 520, 530, 561, 561A, 562, 562A, 564, 564A, 580. Co-requisites: NURS 563, 563A, 590.

**NURS 571 – Clinical Practicum I (5 cr. hrs.)**

This is an introductory course focusing on nursing knowledge required for the delivery of anesthesia at a beginning level of competence. It encompasses considerations for patients across the lifespan and a variety of procedures in various clinical settings. Instruction is provided on aspects of a pertinent health history and chart review, achieving successful intravenous access, and the formulation and implementation of appropriate management plans for adult patients from low to moderate risk (ASA I & II), undergoing elective procedures. The safe use of the anesthesia machine, including the FDA recommended checkout procedure, as well as operation of physiological monitoring systems, anesthesia ventilators, and drug delivery systems is emphasized. Technical skills of airway management, including mask management and laryngoscopy with endotracheal intubation, are also emphasized. Pharmacodynamics and pharmacokinetics of common anesthetic drugs, and professional, legal and ethical conduct is included.

Prerequisites: All Fall I and Spring I Nurse Anesthesia courses. Co-requisites: NURS 500 and 512.

**NURS 572 – Clinical Practicum II (6 cr. hrs.)**

This course continues the application of nursing knowledge to the delivery of anesthesia at an advancing level of

competency, for a variety of procedures in various clinical settings and across the patient lifespan. Continued instruction is provided on aspects of a pertinent health history and chart review, achieving successful intravenous access, and the formulation and implementation of appropriate management plans for adult patients (ASA I & II), undergoing elective procedures of moderate risk. The course emphasizes safe and proficient use of the anesthesia machine, including the FDA recommended checkout procedure, as well as operation of physiological monitoring systems, anesthesia ventilators, and drug delivery systems. Proficiency in the technical skills of airway management, including mask management and laryngoscopy with endotracheal intubation, the pharmacodynamics and pharmacokinetic profiles and safe use of all common anesthetic and adjunct anesthesia drugs is also emphasized. Professional responsibility and accountability for ethical and legal conduct is stressed.

Prerequisites: All Fall I, Spring I, and Summer I Nurse Anesthesia courses. Co-requisite: NURS 532, 584, 584A

**NURS 573 – Clinical Practicum III (6 cr. hrs.)**

This course focuses on the delivery of anesthesia at the competent level to persons with a variety of procedures in various clinical settings and may incorporate on-call experiences and specialty rotations in student practice. Guidance on timely and appropriate airway evaluations and interventions for normal and abnormal patient presentations and formulation of increasingly complex anesthesia care plans for ASA class I-IV patients; including pediatric, obstetric, cardiac, neurological and other specialty areas are provided. Insertion and management of invasive physiological monitoring systems, and management and administration of spinal, epidural and peripheral nerve blocks is included.

Prerequisites: All Fall I, Spring I, Summer I, and Fall II Nurse Anesthesia courses. Co-requisites: NURS 580, 585.

**NURS 577 – Clinical Practicum IV (6 cr. hrs.)**

This course focuses on the delivery of anesthesia at the proficient level to persons in a variety of procedures in various clinical settings. This course emphasizes consistent demonstration of timely and appropriate airway evaluations and interventions for normal and abnormal patient presentations and formulation of increasingly complex anesthesia care plans for ASA class I-V patients; including pediatric, obstetric, cardiac, neurological, and other specialty areas. Opportunities for the demonstration of proficiency inserting and managing invasive physiological monitoring systems, and managing and administering spinal, epidural, and peripheral nerve blocks are provided. On-call experiences and specialty rotations may be included.

Prerequisites: All Fall I, Spring I, Summer I, Fall II, and Spring II Nurse Anesthesia courses. Co-requisites: NURS 586, 590.

**NURS 578 – Clinical Practicum V (6 cr. hrs.)**

This course focuses on the delivery of anesthesia at the proficient level of competence in all cases with enhanced emphasis on development of independent practice,

including student performance as the primary nurse anesthetist with the clinical precept or acting as a consultant. On-call and specialty rotation opportunities are provided. Emphasis is also on consistent, timely and appropriate airway evaluations and interventions for normal and abnormal patient presentations. The ability to formulate complex anesthesia care plans for ASA class I-IV patients and emergency situations and cases; including pediatric, obstetric, cardiac, neurological, and other specialty areas is reinforced. Opportunities for the demonstration of proficiency inserting and managing invasive physiological monitoring systems, and managing and administering spinal, epidural, and peripheral nerve blocks are provided. Prerequisite: All Fall I, Spring I, Summer I, Fall II, Spring II, and Summer II Nurse Anesthesia courses. Co-requisite: NURS 589

**NURS 579 - Leadership Synthesis for the Nursing Administrator (4 cr. hrs.)**

This course focuses on the synthesis of organizational leadership skills of the nursing business administrator for the delivery of quality care in healthcare organizations. Prerequisites: NURS 521, 522, 529, 500, 533, 534, 580, 587A. Co-requisite: NURS 587B, 590.

**NURS 580 – Contemporary Roles and Issues for Advanced Practice Nurses (4 cr. hrs.)**

Develops and builds awareness of the Advanced Practice Nurses role within complex health care systems that influence practice. Past and current epidemiological, economic, political, ethical, legal, social, environmental (including rural health issues), cultural aspects of health (in the U.S. and comparable international health care systems), and technological issues within the U. S. healthcare system are examined. Exploration of scope of practice, development of leadership skills and strategies to develop multidisciplinary partnerships required to influence health policy; provision of safe, quality care that includes culturally congruent care, and acceptable options to access care. The Advanced Practice Nurse role and the use of informatics, use of personal health care information, and in documentation in accordance with current regulatory processes and payer systems are explored. Additional topics on advocacy, legal, credentialing, and ethical issues will be examined.

Prerequisites: Admission to the MSN Program as a degree or non-degree seeking student.

**NURS 581 – Principles of Anesthesia I (3 cr. hrs.)**

This course introduces students to perioperative nurse anesthesia practice, including basic principles and responsibilities of basic airway management, preoperative anesthesia assessment, perioperative anesthesia, and cardiac and non-cardiac monitoring. Review of anesthesia and biomedical instruments, and anesthesia machines is also included. Concepts related to anesthetic breathing systems, basic gas laws, electrical safety, and the operating environment, are emphasized.

Prerequisite: Admission to the Nurse Anesthesia Concentration. Co-requisites: NURS 501, 520, 530, 581-A.

**NURS 581A – Principles of Anesthesia I-Lab (1 cr. hr.)**

This is the laboratory course for NURS 581. In this course, nurse anesthesia students are introduced to the operative environment, including anesthesia machines and anesthesia delivery systems. Demonstration of basic airway equipment, basic airway management skills, proper patient positioning and safety management is emphasized. Prerequisite: Admission to the Nurse Anesthesia Concentration. Co-requisites: NURS 501, 520, 530, 581.

**NURS 582 – Principles of Anesthesia II (3 cr. hrs.)**

This course introduces perioperative management of anesthesia for patients with renal, gastrointestinal, hepatic, endocrine, ENT and neuromuscular diseases; orthopedic surgery; and obstetrical and fetal anesthesia. Includes anesthesia considerations for geriatric and pediatric populations in a variety of settings. The principles of neuraxial anesthesia are presented.

Prerequisite: All Fall I and Spring I Nurse Anesthesia courses. Co-requisites: NURS 532, 572, 584-A.

**NURS 582A – Principles of Anesthesia II-Lab (1 cr. hr.)**

This course introduces laboratory simulation experiences related to anesthesia principles used in the delivery of anesthesia to a variety of surgical patients. Simulation experiences with neuraxial anesthesia techniques, advanced airway techniques, and the induction of general anesthesia are also provided.

Prerequisite: All Fall I Nurse Anesthesia courses. Co-requisites: NURS 511, 531, 572, 582, 583.

**NURS 583 – Biochemistry and Physics Concepts in Anesthesia (2 cr. hrs.)**

This course builds upon the foundations introduced in NURS 581, Principles of Anesthesia I, and focuses on the anesthesia related concepts in biochemistry and physics. Topics include chemical, biological, and cell biology considerations. Concepts of physics as they relate to anesthesia equipment including anesthesia machines, delivery systems, and compressed gases are also emphasized.

Prerequisite: All Fall I Nurse Anesthesia courses. Co-requisites: NURS 511, 531, 582, 582-A.

**NURS 584 – Principles of Anesthesia III (3 cr. hrs.)**

This course emphasizes advanced principles of anesthesia and anesthesia techniques and related skills. The specific areas of focus include anesthesia management for intrathoracic, vascular, cardiovascular, and intracranial procedures. Additional emphasis is placed on the management of patients with disease processes, including but not limited to, cardiovascular, renal, hepatic, and neurological disorders. Concepts related to the management of anesthetic complications, and postoperative care are also emphasized.

Prerequisite: All Fall I and Spring I Nurse Anesthesia courses. Co-requisites: NURS 532, 572, 584A

**NURS 584A – Principles of Anesthesia III-Lab (1 cr. hr.)**

This laboratory course builds on previous simulation experiences, and adds emphasis on location of landmarks and techniques for peripheral nerve block with and without

ultrasound guidance. Specific content and simulated experiences with one-lung ventilation, 12 lead EKG interpretation, cricothyrotomy and placement of arterial and central line catheters is also included.

Prerequisite: All Fall I and Spring I Nurse Anesthesia courses. Co-requisites: NURS 532, 572, 584.

**NURS 585- Advanced Anesthesia Concepts I (1 cr. hr.)**

This course emphasizes advanced principles of anesthesia related skills and anesthesia techniques. It focuses on high risk obstetrics and high risk pediatrics including congenital fetal abnormalities. Other topics will include basic radiology concepts and chest x-ray interpretation, and technical aspects focuses on peripheral nerve blocks utilizing ultrasound imaging principles. Crisis management application is simulated with high fidelity mannequins in a variety of monitored scenarios. Prerequisite courses: All Fall I, Spring I, Summer I, Fall II, Nurse Anesthesia courses. Concurrent courses: NURS 573, 580.

**NURS 586-Advanced Anesthesia Concepts II (1 cr. hr.)**

This course emphasizes advanced principles of anesthesia concepts and techniques. Concepts include providing perianesthesia care for patients with complicated morbidities, comorbidities in urgent and emergent conditions such as trauma, burns, organ transplant recipients, organ transplant donors, chronic pain management, and crisis management demonstration utilizing high-fidelity simulation. Prerequisite courses: All Fall I, Spring I, Summer I, Fall II, and Spring II Nurse Anesthesia courses. Concurrent courses: NURS 577, 590.

**NURS 587A - Nursing Business Administration Practicum I (3 cr. hrs.)**

This course is the first of two practice immersion courses in preparation of practice for the role of the nursing business administrator. This course is designed to provide the student with a comprehensive practice experience individually designed to meet personal learning objectives as well as professional and career goals. The focus is on the refinement of and application of organizational and leadership theory and skills, human resource management concepts, quality improvement, and finance and budgeting concepts to improve health care delivery and organizational outcomes. A minimum of 180 practice hours must be fulfilled to complete this course. Prerequisites: NURS 521, 522, 529, 500, 533, 534. Co-requisites: NURS 580.

**NURS 587B - Nursing Administration Practicum II (3cr. hrs.)**

This course is the second of two practice immersion courses in preparation of practice for the role of the nursing business administrator. This course is designed to provide the student with a comprehensive practice experience individually designed to meet their learning objectives as well as professional and career goals. The focus is on the refinement of and application of organizational and leadership theory and skills, human resource management concepts, quality improvement, and finance and budgeting concepts to improve health care delivery and organizational outcomes. The student will have an opportunity to

synthesize leadership skills for application in a variety of healthcare organizations. A minimum of 180 practice hours must be fulfilled to complete this course.

Prerequisites: NURS 521, 522, 529, 500, 533, 534, 580, 587A. Co-requisite: NURS 579, 590.

**NURS 589 – Synthesis Seminar (3 cr. hrs.)**

This course provides comprehensive examination of anesthesia principles of pharmacology, anatomy, physiology, pathophysiology, biochemistry, and chemistry in preparation for the National Certification Examination for nurse anesthesia practice.

Prerequisite: All Fall I, Spring I, Summer I, Fall II, Spring II, Summer II Nurse Anesthesia courses. Co-requisite: NURS 578.

**NURS 590 – Directed Scholarly Inquiry- (3 cr. hrs.)**

This course builds upon previously acquired knowledge with a focus on a specific area of scholarly inquiry such as advanced practice, education, and leadership. Working under the guidance of faculty, the culmination of findings from the inquiry will result in preparation of scholarly work appropriate for professional dissemination. Prerequisites: NURS 500, 580.

**Doctor of Nursing Practice**

**NURS 700 - Knowledge Development in Nursing Science (3 cr. hrs.)**

This course critically examines theoretical and empirical knowledge within the discipline. Philosophical foundations of knowledge development in nursing, and the natural and social sciences are explored. Relevant theories from bioethics, biophysical sciences, psychosocial science, analytical science and organizational science are also addressed. Concepts and middle range theories used to guide nursing practice, influence patient outcomes, and improve health care delivery are emphasized.

**NURS 705 - Informational Systems and Technology Application (2 cr. hrs.)**

This course will focus on the integration of informatics knowledge, informational systems and technology and their relationship and influence on healthcare. Key areas in informational systems and technology in healthcare relevant to the DNP role will be explored. Project management will be addressed. The optimization of informational systems and technology for the support of patient care, research, evidence-based practice, evaluation of care, outcomes, and quality will be explored. The future of the expanding role of information systems and technology along with legal and regulatory requirements will be studied.

**NURS 710 – Biostatistics (3 cr. hrs.)**

This course provides an overview of the most commonly used biostatistical methods in the context of nursing science and health care related research. The major topics to be covered include types of data, descriptive statistics and plots, theoretical distributions, probability, estimation, hypothesis testing, and one-way analysis of variance. An additional focus is use of biostatistics to identify, evaluate, and implement data that contributes to meaningful evidence

in populations based research, evidence-based advanced nursing practice, and optimal health outcomes.

**NURS 720 - Translational Research for Evidence-Based Practice (4 cr. hrs.)**

This course focuses on the translation of evidence into practice, and health care delivery systems for informing policy and improving health care practices, clinical outcomes, safety and quality. Translational science frameworks and change theory are addressed. Strategies for project development, implementation, evaluation, and methods of data collection and management are included. The process of knowledge dissemination and integration is also emphasized.

**NURS 730 - Epidemiology and Population Health (3 cr. hrs.)**

This course provides an overview of central concepts and topical issues in population-based health and epidemiology with a focus on clinical prevention and values-based care of culturally diverse populations. Principles, concepts, and methods of population based- epidemiological research are evaluated. Legal and ethical implications of epidemiology, genetics, and population health are explored. Prerequisite: NURS 710

**NURS 740 - Interprofessional Collaboration, Health Policy, & Organizational Systems (4 cr. hrs.)**

This course focuses on the knowledge and skills needed to collaborate interprofessionally and with stakeholders within organizational systems to influence, design, implement and evaluate health care policies that impact practice regulations, access to care, safety, cost and quality.

**NURS 741 - Adaptive Leadership (4 cr. hrs.)**

This course will focus on the adaptive leadership skills, strategies, and behaviors necessary to develop and sustain collaborative interdisciplinary relationships within complex health care systems.

**NURS 742 - Strategic Systems Thinking (4 cr. hrs.)**

This course will focus on the major aspects of strategic systems thinking as this relates to the management to complex health care systems. Comprehensive organizational, systems, and/or community assessments will occur to identify aggregate health or system needs, while working with diverse stakeholders in inter or intra-organizational personnel to improve patient outcomes. Scientific findings in nursing and other clinical sciences, as well as organizational, political, and economic sciences will be evaluated.

**NURS 760 – DNP Practice I (3 cr. hrs.)**

This course is the first of two practice immersion courses for the preparation of advanced practice nurses with a doctorate of nursing practice. This course is designed to provide the DNP student with a comprehensive practice experience individually designed to meet their learning objectives as well as professional and career goals. The focus is on the refinement of adaptive leadership skills and on enhancing the student's ability to apply theories, standards of practice, and evidence-based research to improve health care delivery and patient outcomes. The student will have an opportunity to apply knowledge and

skills learned in the program and implement their DNP project. A minimum of 250 practice hours must be fulfilled to complete this course.

**NURS 761 – DNP Practice II (3 cr. hrs.)**

This course is the second of two practice immersion courses for the preparation of advanced practice nurses with a doctorate of nursing practice. This course is designed to provide the DNP student with a comprehensive practice experience individually designed to meet their learning objectives as well as professional and career goals. The focus is on the refinement of leadership skills and on enhancing the student's ability to apply theories, standards of practice, and evidence-based research to improve health care delivery and patient outcomes. The student will have an opportunity to apply knowledge and skills learned in the program to complete and evaluate their DNP project. A minimum of 250 practice hours must be fulfilled to complete this course. Prerequisite: N 760

**NURS 781 – DNP Project I (2 cr. hrs.)**

This course is an introductory course that provides the student with advanced study and direction in practice application-orientation inquiry leading to the development of the DNP Project; reflecting the interest of the student and designed to meet individual interests and career goals. Emphasis is placed on the planning stage of the DNP Project.

**NURS 782 – DNP Project II (2 cr. hrs.)**

The purpose of this course is to expand the knowledge and skills acquired in the NURS 781 DNP Project course to incorporate the essential components of the project in the appropriate area or area of practice to ultimately focus on project readiness for the implementation phase. The course will culminate with the student presenting the DNP project plan in a scholarly oral presentation to the DNP Project Team. Prerequisite: N: 781

**NURS 783 – DNP Project III (2 cr. hrs.)**

The purpose of this course is to build upon knowledge and skills acquired in the NURS 782 DNP Project course and to culminate in the evaluation and dissemination of the DNP Project. The course will culminate with the student presenting the DNP project in a scholarly oral presentation and disseminating the results of the project. Prerequisite: N 782

**Public Administration**

**PADM 510 Quantitative Analysis (3 cr. hrs.)**

This course teaches the use of social science quantitative techniques, emphasizing applications of value to public sector analysts and scholars alike. Includes descriptive statistics, hypothesis testing, cross-tabulation, bivariate regression and correlation, and multiple regression. Examines how to generate and interpret statistical analyses through use of SPSS.

**PADM 515 Qualitative Analysis (3 cr. hrs.)**

This course will introduce participants to the characteristics and approaches to designing and conducting qualitative research projects in public, non-profit and non-governmental sectors. Students will gain hands-on experience in various qualitative methods and analysis

techniques while carrying out a research project related to their area of interest.

**PADM 520 Public Administration (3 cr. hrs.)**

This course will introduce students to the development and impact of American Public Administration. The course will emphasize the role of public managers and their relationships with clientele groups, the legislature, the executive, and the public. The course will introduce theories of administrative accountability; public official discretion, public organization, organizational behavior, and political oversight.

**PADM 525 Public Policy Process (3 cr. hrs.)**

This course introduces students to the theoretical and quantitative techniques of public policy analysis and public policy development, focusing primarily on public policy development and implementation. The course is intended to enable students to be critical users of policy analysis and to understand the role of policy analysis in the development of all types of policies at all levels of government. The course will provide a thorough introduction to the field of policy analysis particularly as the development of public policy is influenced by political actors.

**PADM 530 Public Financial Administration (3 cr. hrs.)**

The ability of public officials to manage budgets, distribute resources and predict costs is crucial to a community's well-being. This course gives students a solid grounding in the concepts, terminology and techniques in the art and science of public sector budgeting and financial administration. Students use real world examples to analyze various approaches to public budgeting and revenue planning, evaluate and problem solve fiscal activities in governmental units, and gain "hands-on" budget preparation and presentation experience.

**PADM 540 Public Service Ethics and Values (3 cr. hrs.)**

Ethics shape and define the nature of public professions. Therefore, public administrators need to be competent in understanding and dealing with ethical dilemmas and difficult public management issues that have no easy solutions, no right or wrong answers in order to conduct their work effectively and fairly. The course centers on the dynamic relationships between public professionals and the people, organizations, and society they serve and how those relationships can be maintained in a highly competitive system.

**PADM 550 Economics for the Public Sector (3 cr. hrs.)**

This course examines the role of the government as defined by economic theory in the creation of public policy. It will focus on concepts from micro and macro-economics such as externalities, public goods, public education, income redistribution, welfare programs and tax policy to understand policy problems including issues that affect subnational governments and the local community.

**PADM 551 Local Government Management (3 cr. hrs.)**

This course explores the responsibilities, capacity and practicalities of state and local government. The focus will be not only what state and local governments should or should not do but what these entities accomplish and how it does so. While the principles of this course will apply to

any of the 50 states, many examples will feature Tennessee state government and features of its county and municipal governments. Features of other state and local governments may occasionally be discussed as part of a comparative analysis.

**PADM 591 Health Care and Public Policy (3 cr. hrs.)**

Health care policies can have a profound effect on quality of life. Accessibility, cost, and quality of health care; safety of food, water, and environment; the right to make decisions about our health: these issues (and more) are vitally tied to health care policies. This course presents an introduction to health policy, i.e., the various ways in which the government plays a role in health and in the provision of health care and provides a framework for understanding the social, political and economic dimensions of health policy. The course introduces the policy-making and legal system of the United States, builds on foundational information about the organization of the health care system, and highlights issues in health care policy including Centers for Medicare and Medicaid Services (CMS) policy, environmental health policy, an overview of major health care policy reforms (e.g., the Affordable Care Act), key economic considerations (e.g., finance and budgeting, public and private costs), pharmaceutical policy, injury prevention policies, and aging and long-term care policies.

**PADM 592 Strategic Comm. in Health Care (3 cr. hrs.)**

This course is designed to introduce students to health communication theory, research, and practice. This course will blend traditional elements of communication theory and practice to external communities (public relations) and internal communities (human relations). The primary course objective involves providing you with a solid framework for conducting health communication campaigns, including planning, implementation, and evaluation. The course will focus on the health communication process as well as the production of communications. More specifically, we examine the fundamentals of public health communication; discover the vital role that public health communication plays in the success of new health care delivery structures, the implementation of health care reform and the adoption of advances in prevention, health promotion and emergency preparedness; and explore the latest public health communication innovations, tools, technologies, research and strategies.

**PADM 601 Managing Public and Non-profit Organizations (3 cr. hrs.)**

The purpose of this course is to aid students in understanding the process of managing public service organizations, and thus enhance their management and leadership skills for use in the public sector. The course provides students with the tools needed to diagnose and solve organizational problems, to influence the actions of individuals, groups, and organizations, and to lead high-performing, successful public service organizations.

**PADM 602 Nonprofit Marketing (3 cr. hrs.)**

Nonprofit marketers face unique marketing challenges—



from deficient resources for adequately addressing marketing needs to a general lack of understanding of the power of marketing. The course will address these and other challenges of nonprofit sector marketers, providing students with an introduction to marketing theory. It will also equip students with practical experience in developing a strategic marketing plan, influencing the attitudes and behaviors of diverse stakeholders, leveraging social media and other emerging technologies, and other skills relevant to nonprofit marketers.

**PADM 603 Nonprofit Board Development (3 cr. hrs.)**

In order to be successful, nonprofit organizations require strong leadership from their Board of Directors. The board responsibility is to oversee the effectiveness of management policies and decisions, including the execution of its strategies. Students in this course will learn the roles and responsibilities of the board, including its paramount duties, and how board accountability by a nonprofit's internal and external stakeholders requires a fully engaged and active board of directors who manage the organization. Students will also discuss how they may increase board members' commitment to the mission and purpose of the organization, and how boards must be active and engaged to fulfill their legal and governance duties.

**PADM 604 Nonprofit Fundraising (3 cr. hrs.)**

This course covers the fundamentals of effective resource development (i.e., fundraising) for nonprofit organizations. This course will examine the parameters within which nonprofit managers raise funds; the historical, organizational, legal, and ethical contexts of fundraising for nonprofit organizations; the philosophy of philanthropy in the U.S. and the various motivations for giving; and, practical guidelines for identifying potential donors, handling the "ask," providing donor recognition, and utilizing your board effectively for fundraising purposes.

**PADM 611 Legal Context for Policy and Public Management (3 cr. hrs.)**

This course is intended for non-lawyers such as public planners or government administrators who wish to understand how the law affects the operation of governments as it relates to issues including planning, budgeting, land use and zoning, the environment, infrastructure development, social welfare, and healthcare.

**PADM 612 Public Policy in Popular Culture (3 cr. hrs.)**

This course examines contemporary public policy issues through the lens of popular culture with particular emphasis on the portrayal of issues in television, film, and music.

This course is intended to develop policy-specific knowledge, critical thinking about policy issues and their characterization by media outlets, and research skills.

**PADM 613 Grant Proposal Writing (3 cr. hrs.)**

This course will help to develop the skills necessary for students to have the knowledge to be able to develop a solid funding grant proposal. This course is ideal for students who pursuing careers in nonprofit and government agencies and are seeking to develop the skills needed to become an effective grant writer. Additionally, this course is ideal for students who work with and/or supervise grant

based programs or agencies and who wish to acquire the knowledge of how the grant process works.

**PADM 620 Special Topics in Public Policy (3 cr. hrs.)**

This course will review selected topics in public policy and public administration to be studied in relationship to business, the non-profit sector and the public sector. A wide variety of topics will be available to study including at prioritization, program development, agenda building, interest group and elite influence, program implementation, and program assessment.

**PADM 696 Independent Study (1-3 cr. hrs.)**

The independent study is an opportunity for the student to conduct in-depth study on a topic of interest and/or to provide the opportunity to work closely with a faculty member on a research project. Students must have successfully completed provisional admission requirements and obtain instructor approval. Students are limited to six (6) credit hours of Independent Study coursework put towards elective requirements.

**PADM 697 Thesis or Research Project (6 cr. hrs.)**

All general track students must complete an approved thesis (minimum of 6 hours) or research project (minimum of 6 hours). The research project and thesis must make a unique and significant contribution to the discipline of Public Administration. A Handbook on the MPA Thesis/Project will be available as a guide to course requirements.

**STAT 683 Applied Statistical Analysis (1 cr. hr.)**

This course is a co-requisite with research project courses, ANAT683 and LSCI 683, the first time a student registers for a research project and as necessary thereafter. The learning will result from independent consultations with a statistician focused on specific design of the student's research project and subsequent analysis of resulting data from that research project. Pre-requisite: Satisfactory completion of an undergraduate statistics course. Co-Requisite: ANAT 683 or LSCI 683 unless exempted. Course may be repeated for credit. Pass/Fail.

**VANT 710 Veterinary Anatomy I (5 cr. hrs.)**

A systemic and topographic study of macroscopic body structure is presented via lecture and laboratory. This course utilizes the dog and cat as the primary models for the study of general mammalian form; however, the anatomical information learned may be applied (with varying degrees of modification) to essentially all domestic mammals as well as many exotic species. A team approach is used for laboratory dissection. Clinical applications are incorporated throughout the course in alignment with the ultimate goal of contributing to the education of a practitioner. Course available to Master of Science degree-seeking students only. Pre-Requisites: Admission to the Master of Science, Veterinary Biomedical Science Program. Fall.

**VANT 712 Histology (1 cr. hr.)**

This course is a series of laboratories designed to develop the necessary skills to identify microscopic anatomy of basic cell types, tissues, organs, and organ systems.

Principles learned in this course will be applied in simultaneous and subsequent courses in the CVM curriculum. Course available to Master of Science degree-seeking students only. Pre-Requisites: Admission to the Master of Science, Veterinary Biomedical Science Program.

**VANT 720 Veterinary Anatomy II (5 cr. hrs.)**

The pony will serve as the primary model for studying large animal anatomy and for comparing equine anatomy and other large domestic animal anatomy with small animal anatomy. This will serve to reinforce basic anatomy similarities. Emphasis will be on the anatomy of large animals (horse, large and small ruminants, and the pig), which are vital to CVM students to matriculate through the veterinary curriculum in preparation to understand the principals of practicing veterinary medicine and entering the medical profession. Anatomical concepts will be studied of the various regions of the body and will be correlated with systemic anatomy and with topographical and other regional anatomy. To encourage student participation in the learning process, information exchange periods will accompany most labs. Course available to Master of Science degree-seeking students only. Pre-Requisites: Successful completion of VANT710. Spring.

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## FACULTY

While many part-time and adjunct faculty make valuable contributions to the teaching and learning at LMU, only full-time employees holding faculty rank are included in this catalog. The date following each name indicates year of initial LMU faculty appointment. Periodically, new faculty will be added via the “Updates” page.

### **Oscar Acosta, 2017**

Instructor of Nursing  
Diploma (Nursing), Mountainside Hospital School of Nursing  
BSN (Nursing), South University  
MSN (Nursing), Grand Canyon University

### **Joanna Adams, 2019**

Instructor of Nursing  
BSN (Nursing), Baptist College of Health Sciences  
MSN (Nursing), University of Tennessee-Knoxville

### **Stephen Adkins, 2017**

Assistant Professor of Political Science  
Coordinator of AHSS Graduate Programs  
BA (Advertising) University of Tennessee  
JD Samford University  
MPA (Public Administrations) University of Tennessee  
PhD (Political Science) University of Tennessee

### **Anita Airee, 2017**

Associate Professor of Pharmacology  
BS (Biology and Chemistry), University of Tennessee-Knoxville  
PharmD (Pharmacy), University of Tennessee Health Sciences Center

### **Ashraf Aly, 2018**

Assistant Professor of Computer Science  
Program Director, Computer Science  
BS (Computer Science), Cairo University  
MS (Computer Science), University of Colorado  
PhD (Computer Science), University of Technology, Malaysia

### **Arléne Amarante, 2019**

Assistant Professor of Law  
BA (English), University of Nevada  
JD, Nova Southeastern University, Shepard Broad Law Center, Fort Lauderdale, Florida

### **Elizabeth Anderson, 2011**

Instructor of Nursing  
BSN (Nursing), University of Tennessee-Knoxville  
MSN (Nursing), University of Tennessee-Knoxville

### **Stacy Anderson, 2015**

Director, Large Animal Clinical Skills  
Associate Professor of Large Animal Surgery  
DVM (Veterinary Medicine), Iowa State University  
MVSc (Large Animal Clinical Sciences), University of Saskatchewan, Canada  
PhD, University of Saskatchewan, Canada

### **Kirsten Anderson, 2019**

Instructor of Nursing  
AS (Fire Science), Miramar College  
ASN (Nursing), Edison State College  
BSN (Nursing), Florida Gulf Coast University  
MSN (Nursing with Education Focus), Walden University

### **Robin Antepara, 2014**

Director, International Programs  
Instructor of Psychology  
BA (Music), Boston University  
MA (TESOL and Applied Linguistics), Columbia University  
PhD (Depth Psychology), Pacifica Graduate Institute

### **Rhonda Armstrong, 2012**

Instructor of Learning Resources  
Director of the Library  
BBA (Information Systems) Middle Tennessee State University  
MLS (Library Science) Indiana University

### **Darnell Arnoult, 2010**

Writer in Residence  
Assistant Professor of English  
BA (American Studies), University of North Carolina-Chapel Hill  
MA (English) North Carolina State University  
MFA (Creative Writing), University of Memphis

### **Philip Ashley, 2015**

Associate Professor of Law  
BA (Psychology), Rockford College, Rockford, IL  
JD, Tulsa University College of Law  
LLM (Taxation), New York University School of Law

### **Mary Beth Babos, 2008**

Chair of Pharmacology  
Professor of Pharmacy  
BS (Pharmacy), Duquesne University School of Pharmacy  
MS (Forensic Toxicology), University of Florida  
MS (Pharmaceutical Chemistry), University of Florida  
PharmD, Albany College of Pharmacy, Union University

**Randal Batchelor, 2014**

Director of Academic Assessment  
Assistant Professor of Professional Education  
BA (History), Montana State University  
MA (History), University of Virginia  
EdD (Higher Education Administration), Montana State University

**Kristy L. Bay, 2013**

Director of Special Projects and Operations for Enrollment and Student Affairs  
Instructor of Religion  
BA (French), Belmont University  
BA (Commercial Music), Belmont University  
MDiv (Academic Research), McAfee School of Theology-Mercer University

**Sydney Beckman, 2008**

Professor of Law  
BA (Psychology), Stephen F. Austin University  
JD, Baylor School of Law

**Kimberly Benge, 2016**

Instructor of Nursing  
ASN (Nursing), LMU  
BSN (Nursing), Eastern Kentucky University  
MSN (Nursing Education), University of Phoenix

**Bruce Beverly, 2009**

Professor of Law  
BA, State University of New York at Buffalo  
JD, Ohio Northern University

**Heather Bhakta, 2017**

Assistant Professor of Veterinary Science  
Program Director, Veterinary Medical Technology Program  
BS (Biology), Stetson University  
DVM, University of Tennessee

**Teresa Bicknell, 2003**

Associate Dean, School of Education  
Associate Professor of Education  
BS (Elementary Education), University of Tennessee-Knoxville  
MA (Administration and Supervision), Tennessee Technological University  
EdS (Administration and Supervision), Tennessee Technological University  
EdD (Administration and Supervision), Tennessee State University

**Jacqueline Black, 2018**

Assistant Professor of Criminal Justice  
BA (Humanities), University of Alabama  
MA (Criminal Justice and Criminology) East

Tennessee State University  
PhD (Criminal Justice/Juvenile Justice) Nova Southeastern University

**Joshua Boone, 2013**

Assistant Professor of Mathematics  
BS (Mathematics), Southern Illinois University-Carbondale  
MS (Mathematics), Southern Illinois University-Carbondale  
PhD (Mathematics), Southern Illinois University-Carbondale

**Ted Booth, 2012**

Director of Academic Support  
Instructor of History and Religion  
BA (History), Milligan College  
MSSW (Social Work), University of Tennessee-Knoxville  
MA (Historical Theology and Religion), Emmanuel Christian Seminary  
PhD (History), University of Tennessee-Knoxville

**Megan Boring, 2010**

Instructor of Nursing  
BSN (Nursing), University of Tennessee-Knoxville  
MSN (Nursing), University of Tennessee-Knoxville

**Marilyn Bowman-Hayes, 2015**

Director of CSON Online Learning  
Director, MSN Nursing Administration Concentration  
Assistant Professor of Nursing  
AA (Nursing), Kansas City Kansas Community College  
BBA (Business), Saint Mary College  
BSN (Nursing), Saint Mary College  
MSN (Nursing), University of Colorado  
MBA (Business), MidAmerica Nazarene University  
DNP (Nursing), Grand Canyon University

**Amanda Bracken, 2016**

Assistant Director, MSN Nurse Anesthesia Concentration  
Assistant Professor of Nursing  
ASN (Nursing), Cleveland State Community College  
BSN (Nursing), University of Tennessee, Knoxville  
MS (Nurse Anesthesia), Middle Tennessee School of Anesthesia  
DNP (Nurse Anesthesia), Baylor College of Medicine

**Rebecca Brackmann, 2006**

Associate Professor of English  
BA (English), Illinois Wesleyan University

MA (English), University of Illinois Urbana-Champaign  
PhD (English), University of Illinois Urbana-Champaign

**Donna Kay Bradley, 2011**

Instructor of Nursing  
BSN (Nursing), Tennessee Wesleyan College  
MSN (Nursing), Liberty University

**Thomas Bragg, 2018**

Assistant Professor of English  
BA (English Literature), University of North Florida  
MA (English), University of Florida  
PhD (English), University of Florida

**LaRoy Brandt, 2016**

Associate Professor of Biology  
Director, Cumberland Mountain Research Center  
AA, State Fair Community College  
BS (Biology), Missouri State University  
MS (Biology), University of Central Missouri  
PhD (Biology), The University of Kansas

**Robin Brooks, 2014**

Instructor of Nursing  
AAS (Nursing), Grayson County College  
BSN (Nursing), University of Texas  
MSN (Nursing), University of Texas

**Juanita Brown, 2014**

Associate Professor of OMM  
ASN (Nursing), Vermont College  
BS (Biology), Florida Southern University  
DO, NOVA Southeastern College of Osteopathic Medicine

**Lynda Browning, 2014**

Instructor of Nursing  
ADN (Nursing), Western Oklahoma State College  
BSN (Nursing), Chamberlain College  
MSN (Nursing), University of Alabama-Birmingham

**Ann-Marie Buchanan, 2013**

Associate Professor of Social Work  
BSW (Social Work), Oakwood College  
MSW (Clinical Social Work), University of Central Florida  
PhD (Human Services and Management of Non-Profit Agencies), Capella University

**Michael Burger, 2011**

Assistant Professor of Education  
BA (Chemistry), Hastings College  
MEd (Educational Administration), University of

Nebraska-Lincoln  
EdD (Educational Administration, Curriculum and Instruction), University of Nebraska-Lincoln

**Rebecca Burleson, 2009**

Assistant Professor of Education  
BS (Elementary Education), East Tennessee State University  
MEd (Special Education), East Tennessee State University  
EdD (Special Education), University of Kentucky

**Vickie Burns, 2018**

Instructor of Nursing  
BS (Earth Science/Science Teaching, minor in Biology), Eastern Kentucky University  
BSN (Nursing), Eastern Kentucky University  
MSN (Nursing Education), Western Governors University

**Teresa Campbell, 2010**

Associate Professor of Pathology  
BS (Chemistry), Mars Hill College  
MD, Medical University of South Carolina

**Kimberly Carney, 2018**

DVTC Clinical DVM  
Assistant Professor of Veterinary Medicine  
BS (Animal Health), University of Georgia  
DVM, University of Georgia

**Chessica Cave, 2014**

Assistant Professor of Education  
BA (Interdisciplinary Studies), Virginia Intermont College  
MEd (Administration and Supervision), Lincoln Memorial University  
EdS (Administration and Supervision), Lincoln Memorial University  
EdD, (Curriculum and Instruction), Lincoln Memorial University

**Noel Cawley, 2017**

Assistant Professor of Biology, Plant Science  
BS Crop and Soil Environmental Sciences  
MS Crop Science, North Carolina State University  
PhD Soil and Water Science, University of Florida

**Seth Chapman, 2016**

Assistant Professor of Clinical Pathology  
BS (Biology), University of the South  
MS (Veterinary Pathology), Texas A&M University  
DVM (Veterinary Medicine), University of Tennessee-Knoxville

**Stacy Chelf, 2019**

Assistant Professor of Neuroanatomy  
BS (Biological Science) Lee University, Cleveland TN  
MA (Instructional Leadership) Tennessee Technological University, Cookeville TN  
MS (Anatomical Science) Lincoln Memorial University  
PhD (Clinical Anatomy) Lincoln Memorial University

**Jeffrey Chesnut, 2018**

Associate Professor of Clinical Medicine  
BS (Biology) Oral Roberts University  
DO, Kirksville College of Osteopathic Medicine

**Undine Christmann, 2015**

Associate Professor of Veterinary Medicine  
MS (Biomedical Sciences), Auburn University  
MPH (Biomedical and Veterinary Sciences), Virginia Tech  
PhD (Biomedical and Veterinary Sciences), Virginia Tech  
DVM (Veterinary Medicine), Université de Liège

**Mahdia Ben Salem Churchwell, 2011**

Assistant Professor of Foreign Language  
BA (Foreign Language), Nice University–France  
MA (Foreign Language), Nice University–France  
PhD (Modern Foreign Language), University of Tennessee-Knoxville

**Darrin Clark, 2018**

Instructor of Mathematics  
BAE (Secondary Mathematics Education), University of Kentucky  
MSE (Secondary Mathematics Education), University of Kentucky

**Timothy Clayton, 2013**

Assistant Professor of Mathematics  
BS (Mathematics), Lee College  
MS (Applied Mathematics), University of Tennessee-Knoxville  
PhD (Mathematics), University of Tennessee-Knoxville

**Vicki Clevinger 2017**

Assistant Professor of Education  
BS (English), East Tennessee State University  
MA (English), East Tennessee State University  
EdD, East Tennessee State University

**Kelly Cole, 2013**

Instructor of Nursing  
Diploma (Registered Nurse), St. Mary's School of

Nursing,  
Knoxville, TN  
BSN (Nursing), King College  
MSN (Nursing Education), King College

**Mark Coleman, 2019**

Associate Professor of Anatomy  
BS (Anthropology), University of Tennessee, Knoxville  
MS (Anthropological Sciences), Stony Brook University, NY  
PhD (Anthropological Sciences), Stony Brook University, NY

**Clarence Colle, 2010**

Professor of Microbiology  
Associate Dean of Preclinical Academic Affairs/Basic Medical Sciences  
BS (Geology), Mount Union College, Alliance, OH  
PhD, Louisiana State University Health Sciences Center

**Samantha Collins, 2019**

Large Animal Clinical DVM  
AAS (Veterinary Technology), Lincoln Memorial University  
BS (American Studies), Lincoln Memorial University  
MPH (Veterinary Concentration), University of Tennessee-Knoxville  
DVM, University of Tennessee-Knoxville  
PhD Candidate (Infectious Disease & Epidemiology), University of Tennessee

**Shannon Collins, 2014**

Professor of Education  
BS (Education), University of Tennessee-Knoxville  
MS (Special Education), University of Tennessee-Knoxville  
PhD (Education), University of Tennessee-Knoxville

**Ismael Concha-Albornoz, 2015**

Assistant Professor of Veterinary Anatomy  
MS (Veterinary Science), Oregon State University  
DVM (Veterinary Medicine), Santo Tomás University

**Stephanie Conder, 2016**

Instructor of Nursing  
ASN (Nursing), Jackson State Community College  
BSN (Nursing), University of Tennessee at Martin  
MSN (Nursing), University of Alabama Birmingham  
DNP (Nursing), University of Alabama

**David Cook, 2014**

Assistant Professor of Education  
BS (Social Studies Secondary Education), University of Tennessee-Knoxville



MS (Special Education), University of Tennessee-Knoxville  
EdD (Education Leadership), University of Tennessee-Knoxville

**Kevin Cooper, 2013**

Assistant Professor of Physics  
BS (Physics), Morehead State University  
MS (Experimental Nuclear Physics), Ohio University  
PhD (Experimental Matter Physics), Ohio University

**Anya Kerin Cope, 2017**

Chair of Internal Medicine  
Assistant Professor of Internal Medicine  
BA (History), University of Virginia  
DO, Pikeville College School of Osteopathic Medicine

**John Coppinger, 2019**

Vice Chair of Osteopathic Manipulative Medicine  
Assistant Professor of Osteopathic Manipulative Medicine  
DO, University of New England College of Osteopathic Medicine

**Joseph Cosgriff, 2013**

Assistant Professor of Education  
BFA (Fine Arts), Brigham Young University  
MFA (Fine Arts), Virginia Commonwealth University  
MSEd (Special Education), Old Dominion University  
PhD (Special Education), Vanderbilt University

**Andrew Courtner 2017**

EdD Program Director, Assistant Professor of Education  
BS (Business Administration), Union University  
MBA (Marketing), Post University  
MEd (Evaluation & Measurement), Kent State University  
EdD (Educational Leadership in Higher Ed), Union University  
PhD (Exceptional Learning in Program Evaluation & Planning), Tennessee Tech

**Stephen Cowan, 2014**

Professor of Philosophy & Religion  
BA (Sociology), University of Southern Mississippi  
MDiv., Southwestern Baptist Theological Seminary  
MA (Philosophy), University of Arkansas  
PhD (Philosophy), University of Arkansas

**Lisa Blair Cox, 2019**

Instructor of Business  
BBA, Lincoln Memorial University  
MS (Human Resource Management), Golden Gate

University

**Jeffrey R. Darrow, 2003**

Associate Professor of Mathematics  
Chair, Department of Mathematics  
BS (Secondary Education/Mathematics), Bloomsburg University of Pennsylvania  
MS (Mathematics), Shippensburg University of Pennsylvania  
DA (Mathematics), Idaho State University

**John Dascanio, 2014**

Executive Associate Dean, CVM  
Associate Dean for Academic Affairs, CVM  
Professor of Theriogenology  
BS (Animal Bioscience), The Pennsylvania State University  
VMD (Veterinariae Medicinae Doctoris), The Pennsylvania State University

**Rebecca Davidson, 2019**

Assistant Professor of Nursing  
BSN (Nursing), University of Tennessee-Knoxville  
MSN (Nursing Administration), University of Tennessee-Knoxville  
PhD (Nursing Education), Capella University

**Gwendolyn M. Davis, 2007**

Instructor of Nursing  
BSN (Nursing), University of Tennessee-Knoxville  
MSN (Nursing), Saint Joseph's College

**Wayne Davis, 2015**

Assistant Professor of Criminology & Criminal Justice  
BSE (Electrical Engineering), University of Michigan- Dearborn  
MSA (Business Administration), Madonna University, Michigan  
PhD (Public Safety), Capella University

**Melissa Day, 2016**

Assistant Professor of Physician Assistant Studies  
Bachelor of Arts, University of the Cumberland  
(major in Biology, minor in Chemistry and Spanish)  
MPAS, University of the Cumberland

**Tammy Dean, 1988**

Associate Dean CSON  
Chair BSN Program  
Associate Professor of Nursing  
BSN (Nursing), University of Tennessee-Knoxville  
MSN (Nursing), University of Tennessee-Knoxville  
DNP (Nursing Administration), Samford University

**Daniel N. DeBord, 1987**

Professor of English and American Studies  
BA (Political Science and Sociology), University of Mississippi  
MFA (Creative Writing), University of Alabama  
DA (English), University of Mississippi

**Jacques Debrot, 2004**

Associate Professor of English  
BA (English and American Literature and Language), City College (The City University), New York  
MA (English and American Literature and Language), Harvard University  
PhD (English and American Literature and Language), Harvard University

**Donna Deean, 2016**

Instructor of Nursing  
ASN (Nursing), University of the State of New York  
BSN (Nursing), University of the State of New York  
MPH/HPA, University of Tennessee  
MSN (Nursing Administration), University of Tennessee

**Gina DeFranco, 2009**

Associate Professor of Family Medicine  
BS (Biology), University of North Carolina, Chapel Hill  
DO, University of Health Sciences College of Osteopathic Medicine, Kansas

**Muthu Dharmasena, 2018**

Assistant Professor of Biology, Microbiology  
BS (Microbiology), University of Kelaniya  
MS (Food Technology), Clemson University  
PhD (Food Technology), Clemson University

**Edward Diden, 2018**

Assistant Professor of Education  
BS (Education), Tennessee Technological University  
MA (Health and Physical Education), Tennessee Technological University  
EdD (Educational Administration and Policy Studies), University of Tennessee

**Lea Dodge, 2017**

Executive Director, Tampa Site  
Assistant Professor of Nursing  
Diploma (Registered Nurse), Lawrence Memorial Hospital School of Nursing  
BSN (Nursing), Salem State College  
MSN (Nursing), University of Phoenix  
DNP/Family Nurse Practitioner, University of Massachusetts

**Daniel Adrian Doss, 2019**

DBA Program Director  
Associate Professor of Business Administration  
PhD (Business Administration), Northcentral University  
MBA, Embry-Riddle Aeronautical University  
BS (Computer Science), Mississippi State University

**Christina Dougherty, 2019**

Clinical Relations Lead DVM III  
Assistant Professor of Veterinary Medicine  
BS (Biology), Chestnut Hill College  
VMD (Veterinariae Medicinae Doctoris), University of Pennsylvania

**Beatrix Dudzik, 2015**

Assistant Professor of Anatomy  
BA (Anthropology), University of Tennessee-Knoxville  
MA (Forensic Anthropology), University of Montana  
PhD (Anthropology), University of Tennessee-Knoxville

**Lisa Ebner, 2015**

Associate Professor of Anesthesiology  
BSA (Animal Science), University of Georgia  
MS (Comparative and Veterinary Medicine), Ohio State University  
DVM (Veterinary Medicine), University of Georgia

**Hedy Edmund, 2017**

Instructor of Nursing  
Certificate in Midwifery, Gloucester Royal Hospital, Gloucester, England  
Diploma (Nursing), Southmead School of Nursing, Bristol, England  
BSN (Nursing), University of Phoenix  
MSN (Nursing Education), University of South Florida

**Steven Edwards, 2005**

Assistant Professor of Medical Laboratory Science  
BS (Medical Technology), Lincoln Memorial University  
MS (Clinical Laboratory Science), University of North Dakota

**Joel David Effler, 2011**

Assistant Professor of Education  
BA (Psychology), University of Tennessee  
MA (Clinical Psychology), Appalachian State University  
PhD (Education), University of Tennessee-Knoxville

**Joan Eiffe, 1992**

Assistant Professor of Nursing  
BSN (Nursing), East Tennessee State University  
MSN (Nursing), Saint Joseph's College

**Okila Elboeva, 2015**

Assistant Professor of Economics  
BA (Finance), Tashkent Institute of Finance  
MA (Economics), University of Tennessee-Knoxville  
PhD (Economics), University of Tennessee-Knoxville

**Timothy Elledge, 2017**

Assistant Professor of Ethics  
BA (Classical Studies and Philosophy) University of Tennessee-Knoxville  
MA (Philosophy) University of Tennessee-Knoxville  
PhD (Philosophy) University of Tennessee-Knoxville

**Jami England, 2014**

Assistant Professor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), University of Tennessee-Knoxville  
MSN (Nursing), Vanderbilt University  
DNP (Nursing), Frontier Nursing University

**Billy Joe Engle, 2003**

Associate Professor of Medical Laboratory Science  
Director of Medical Laboratory Science Program  
BHS (Medical Technology), University of Kentucky  
MS (Clinical Laboratory Science), University of North Dakota  
MA (Theology), Emmanuel Baptist University  
ThD (Theology), Emmanuel Baptist University  
DDiv (Divinity), Emmanuel Baptist University

**Randall K. Evans, 1989**

Associate Dean of Career Services & Professional Development  
Professor of Veterinary Medicine  
DVM (Veterinary Medicine), Auburn University

**Stephen C. Everly, 2003**

Associate Professor of Chemistry  
Chair, Department of Chemistry and Physics  
BS (Chemistry), United States Naval Academy  
PhD (Chemistry), University of Idaho

**M. Akram Faizer, 2011**

Professor of Law  
BA, McGill University  
JD, University of Notre Dame Law School

**Charles Faulkner, 2011**

Associate Professor of Parasitology  
BA (Anthropology), University of Tennessee-Knoxville

MA (Anthropology), University of Tennessee-Knoxville  
PhD (Anthropology/ Parasitology), University of Tennessee-Knoxville

**Vina Faulkner, 2001**

MS Veterinary Biomedical Science Program Director  
Associate Professor of Veterinary Science  
BS (Biology), Mt. Senario College, Wisconsin  
MS (Biology), University of Wisconsin-Eau Claire  
PhD (Comparative and Experimental Medicine), University of Tennessee-Knoxville

**Andrew Fels**

Visiting Assistant Professor of Law  
BA (English Literature), Maryville College  
JD, University of Tennessee College of Law

**Leanna Ferguson, 2019**

Instructor of Nursing  
BSN (Nursing), Florida State University  
MSN (Nursing Education), Concordia University

**Clint Field, 2017**

Assistant Professor of Biology, Anatomy and Physiology  
BS Zoology, Idaho State University  
MD (Medicine), University of Texas Health Science Center at San Antonio

**Douglas Fitzovich, 2008**

Professor of Physiology  
BGS (General Studies), University of Kentucky  
PhD (Physiology and Biophysics), University of Kentucky

**Barbara Flanagan, 2018**

Assistant Professor of Education  
BA (Teacher Education), Frostburg State University  
MS (Educational Administration), Radford University  
PhD (Curriculum and Instruction), Virginia Tech

**Janice Floyd, 2014**

Assistant Professor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), King University  
MSN (Nursing), King University  
MBA (Business), King University  
DNP (Nursing), University of Tennessee-Chattanooga

**Asher Flynn, 2019**

Assistant Professor of Exercise Science  
BS (Exercise Science), Evangel University  
MS (Kinesiology), University of Central Arkansas

PhD (Sport Physiology and Performance), East Tennessee State University

**Katherine Fogelberg, 2019**

Director, Center for Innovation in Veterinary Education and Technology (CIVET)  
Associate Professor of Veterinary Medicine  
AAS (General Studies), Drury University  
BS (Animal Science), University of Hawaii at Manoa  
MA (Educational Leadership), St. Mary's University  
DVM (Veterinary Medicine), Texas A&M University  
PhD (Science Education), Texas Christian University

**Karen Foster 2017**

Director of edTPA  
Assistant Professor of Education  
BS (Elementary Education), University of Tennessee-Knoxville  
MS (Elementary Education and Reading Education), Portland State University  
PhD (Curriculum and Instruction – Elementary Education, Research Cognate), University of Southern Mississippi

**Jason Fowler, 2012**

Associate Professor of Biochemistry  
AS (Biology), Columbus State Community College  
BS (Biochemistry), Ohio State University  
PhD (Biochemistry), Ohio State University

**Cherie Gaines, 2011**

Assistant Professor of Education  
AS (Elementary Education), Roane State Community College  
BS (Multidisciplinary Studies), Tennessee Technological University  
MS (Education), Tennessee Technological University  
EdS (Education), Tennessee Technological University  
PhD (Education), University of Tennessee-Knoxville

**John Gassler, 2013**

Associate Professor of Anatomy  
AA (Pre-Physical Therapy), University of Florida  
BS (Physical Therapy), Medical College of Georgia  
MS (Anatomy), Medical College of Georgia  
DPT (Physical Therapy), Hardin-Simmons University

**Charlie Gee, 2016**

Program Director, Media Communications  
Assistant Professor of Media Communications  
BA (Communications) Middle Tennessee State University  
MA (Communications) University of Tennessee

PhD (Communications and Information) University of Tennessee

**John Gibbons, 2018**

Assistant Professor of Physiology  
BS (Animal Science), Texas A&M University  
MS (Dairy Science), Virginia Polytechnic Institute & State University  
PhD (Endocrinology) University of Wisconsin-Madison

**Phillipa (Pippa) Gibbons, 2018**

Food Animal Clinician  
Assistant Professor of Food Animal Medicine  
BS (Agriculture), University of Reading-UK  
BVM (Veterinary Medicine), Royal Veterinary College  
MS (Biomedical Sciences), Texas A&M University  
Certificate of Veterinary Education, Royal Veterinary College

**Michael Giles, 2015**

Program Director, Art  
Associate Professor of Art  
BFA (Painting & Drawing), Ohio State University  
MFA (Painting & Drawing), University of Tennessee-Knoxville

**William Gill, 2015**

Director of Legal Writing and Assessment  
Associate Professor of Law  
BA (English Literature), University of Tennessee-Knoxville  
JD, Emory University School of Law

**Joseph Gill, 2016**

Assistant Professor of Theatre  
BA (Theatre Arts/Dance), California State University, Los Angeles  
MFA (Theater), Naropa University

**Jessey Gilley, 2015**

Assistant Professor of Geography  
BA (Geography, Political Science), Concord University  
MA (Geography), Ohio University  
PhD (Geography), University of Kansas

**Robert Gilley, 2018**

Small Animal Surgeon  
Associate Professor of Veterinary Medicine  
BA (Biology), University of Colorado  
MA (Biology), Hofstra University  
DVM (Veterinary Medicine), University of Florida  
PhD (Comparative Orthopedics/ Tissue Engineering), University of Minnesota

**Lee Gilroy, 2014**

Associate Professor of Psychology  
BA (Psychology), Florida Atlantic University  
MA (Psychology), Florida Atlantic University  
PhD (Cognitive/Experimental Psychology), Florida Atlantic University

**Kristi Givens, 2019**

Instructor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), South University  
MSN (Nursing Education), Grand Canyon University

**Jody Goins, 2016**

Vice President and Dean for Enrollment and Student Affairs  
Instructor of Education  
BA (History Education), Lincoln Memorial University  
MEd (Education Administration & Supervision), Lincoln Memorial University  
EdS (Educational Administration & Supervision), Lincoln Memorial University  
EdD (Executive Leadership), Lincoln Memorial University

**Christy Graham, 2010**

Vice President for Finance  
Assistant Professor of Management  
BBA (Accounting), Lincoln Memorial University  
MBA (Business Administration), Lincoln Memorial University  
MAcc (Accounting), Golden Gate University

**Dan Graves, 2004**

Coordinator, Accessible Education Services  
Instructor of Psychology  
BS (Psychology), University of Maryland  
MEd (Counseling and Guidance), Lincoln Memorial University  
MBA Lincoln Memorial University  
EdD (Counseling Psychology), Argosy University

**Randal Gregg, 2019**

Associate Professor of Immunology  
BS (Biology), East Tennessee State University  
BS (Health Sciences), East Tennessee State University  
PhD (Molecular Microbiology and Immunology), University of Missouri, Columbia School of Medicine

**Sarah Griffith, 2012**

Instructor of Nursing  
AAS ((Nursing), St. Clair County Community College

BSN (Nursing), Kaplan University  
MSN (Nurse Educator Track), Liberty University

**Donny Grigsby, 2011**

Head Athletic Trainer  
BS (Athletic Training), Lincoln Memorial University  
MEd (Counseling and Guidance), Lincoln Memorial University

**Adam Gromley, 2012**

Director of Research  
Associate Professor of Molecular/Cellular Biology  
BS (Microbiology and Molecular Cell Sciences), University of Memphis  
PhD (Biomedical Sciences), University of Massachusetts Medical School

**Zeynep Gromley, 2012**

Chair of Molecular Sciences  
Associate Professor of Biochemistry  
Bachelors, Dokuz Eylul University, Turkey  
Masters, Dokuz Eylul University, Turkey  
PhD (Biochemistry), The Medical College of Wisconsin

**John Grove, 2015**

Associate Assistant Professor of Political Science  
BA (Political Science), Christopher Newport University, Virginia  
MA (Political Science), Northern Illinois University  
PhD (Political Science), Northern Illinois University

**Karen Gruszynski, 2018**

CAHA Epidemiologist  
Assistant Professor of Epidemiology  
BS, University of Minnesota – Twin Cities  
DVM (Veterinary Medicine), University of Wisconsin – Madison  
MPH, Louisiana State University  
PhD (Epidemiology), Louisiana State University

**Julie Hall, 2014**

Associate Professor of Molecular Biology  
Chair, Department of Biology  
BS (Biotechnology), Elizabethtown College  
PhD (Biology), University of North Carolina- Chapel Hill

**Gayle Hamann, 2018**

Assistant Professor of Osteopathic Manipulative Medicine  
BS (Biology) Central Washington University  
DO, Western University of Health Science College of Osteopathic Medicine of the Pacific

**Beverly Hamilton, 2016**

Program Director, Master of Science Biomedical Professions

Associate Professor of Biology

BS (Biology), Virginia Commonwealth University

MBA, Strayer University

PhD (Immunology and Microbiology), Virginia Commonwealth University

**Stewart Harris, 2016**

Director of Major Gifts for DSOL

Adjunct Professor of Law

Associate Director, Abraham Lincoln Institute for the Study of Leadership and Public Policy

BA (Public & International Affairs), Princeton University

JD, University of Pennsylvania School of Law

**Angela Heatherly, 2014**

Instructor of Nursing

LPN (Nursing), Jacksboro Area Vocational School

AAS (Nursing), Excelsior College

BSN (Nursing), King College

MSN (Nursing), King College

DNP (Nursing). UT Chattanooga

**Raven Heatherly, 2019**

Instructor of Nursing

ASN (Nursing), Lincoln Memorial University

BSN (Nursing), Lincoln Memorial University

MSN (Nursing), Lincoln Memorial University

**Erin Hermann, 2017**

Instructor of Nursing

BSN (Nursing), University of Tennessee-Chattanooga

MSN (Nursing), Old Dominion University

DNP (Nursing), UT Knoxville

**Donna Hermey, 2009**

Chair and Professor of Anatomy

BS (Biology), Muhlenberg College

PhD (Anatomy and Cell Biology), Temple University School of Medicine

**Tracie Herrell, 2019**

Assistant Professor of Nursing

ASN (Nursing), Lincoln Memorial University

BSN (Nursing), Lincoln Memorial University

MSN (Nursing), Lincoln Memorial University

DNP (Nursing), Lincoln Memorial University

**Earl J. Hess, 1989**

Professor of History

Stewart McClelland Distinguished Professor in Humanities

BA (History), Southeast Missouri State University

MA (History), Southeast Missouri State University

PhD (American Studies), Purdue University

**Cheryl Hild, 2019**

Assistant Professor of Decision Science

PhD (Management Science), University of Tennessee

BS (Economics), University of Alabama at

Birmingham

**Rex Hobbs, 2013**

Director, PA Program

Professor of PA Studies

BS (Physician Assistant Studies), University of Texas Medical Branch, Galveston

MPAS (Family Medicine), University of Nebraska Medical Center

**John R. Hoellman, 2008**

Assistant Professor of Biology

BS (Microbiology), East Tennessee State University

MS (Microbiology), East Tennessee State University

PhD (Biomedical Sciences), East Tennessee State University

**Glen Hoffsis, 2014**

Special Assistant to the President for College of Veterinary Medicine

Professor of Veterinary Medicine

BS (Agriculture), Ohio State University

MS, Ohio State University

DVM, Ohio State University

**Jennifer Holt, 2018**

Instructor of Nursing

AAS (Nursing), Walters State Community College

BSN (Nursing), King University

MSN (Education), King University

**Roger Holt, 2011**

Assistant Professor of Management

BS (Business Administration), Lincoln Memorial University

MA (Human Relations/Management), Webster College

DBA (Business Administration), Nova Southeastern University

**Marisa Hricovsky, 2019**

Assistant Professor of Art

BFA (Three-Dimensional Studies), Bowling Green State University

MFA (Studio Art), School of the Art Institute of Chicago

**Charles Hubbard, 1995**

Professor of History  
The Abraham Lincoln Historian  
BA (History and Philosophy), Mercer University  
MA (History), Middle Tennessee State University  
PhD (History), University of Tennessee

**Kristina Hudson, 2018**

Assistant Professor of Education  
BS (Interdisciplinary Studies, Human Learning and Development), Lincoln Memorial University  
EdS (Curriculum and Instruction), Lincoln Memorial University  
EdD (Instructional Leadership), Lincoln Memorial University

**Stephanie Hull, 2011**

Associate Professor of PA Studies  
Associate Program Director  
BS (Physician Assistant Studies), Pennsylvania College of Technology  
MS (Emergency Medicine), Alderson Broaddus College, Philippi

**Melissa Humfleet, 2004**

Assistant Professor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), Eastern Kentucky University  
MSN (Nursing), Eastern Kentucky University  
DNP (Nursing), UT Chattanooga

**April James, 2010**

Professor of Law  
BA (English), Lincoln Memorial University  
JD, Samford University- Cumberland School of Law

**Sherry Jimenez, 2017**

Associate Dean for Assessment and Interprofessional Education  
Assistant Professor of Medical Education  
BS (Finance/Economics) Rochester Institute of Technology  
MS (Management) Nazareth College  
EdD (Executive Leadership), St. John Fisher College

**Jason Johnson, 2012**

Vice President and Dean, College of Veterinary Medicine  
Professor of Theriogenology  
BS (Biology), Troy State University  
MS (Biomedical Sciences), Auburn University  
DVM (Veterinary Medicine), Auburn University

**Jennifer Johnson, 2016**

Assistant Professor of Veterinary Medicine  
BS (Animal and Dairy Science), Auburn University

DVM (Veterinary Medicine), Auburn University

**Judy Johnson, 2013**

Instructor of Nursing  
LPN (Nursing), Cumberland Valley Health Occupations  
AAS (Business), Southeast Community College  
ASN (Nursing), Walters State Community College  
BSN (Nursing), Excelsior College  
MSN (Nursing), Walden University  
DNP (Nursing), UT Chattanooga

**Kathryn Jones, 2016**

Instructor of Nursing  
Nursing Simulation Coordinator  
BSN (Nursing), Austin Peay State University  
MSN (Nursing), Liberty University

**Katie Jones, 2017**

Assistant Professor of Law  
BA (Political Science & Sociology), University of North Carolina-Chapel Hill  
JD, University of Tennessee College of Law

**Christopher Kelly, 2017**

Clinical Skills, DVM  
Assistant Professor of Veterinary Medicine  
BA (Biology), Knox College  
Paramedic Specialist, University of Iowa Hospitals and Clinics  
DVM (Veterinary Medicine), Iowa State University

**Brian Kessler, 2015**

Vice President and Dean, DeBusk College of Osteopathic Medicine  
Professor of Family Medicine  
BS (Biology), Saint Vincent College  
DO, Lake Erie College of Osteopathic Medicine

**Dennis Kiick, 2006**

Professor of Biochemistry  
BS (Biology), San Diego State University  
MS (Biochemistry), LSU Medical Center  
PhD (Biochemistry) University of North Texas

**Jieun Kim, 2019**

Assistant Professor of Anatomy  
BA (Anthropology), State University of New York, Binghamton  
MA (Biological Anthropology), State University of New York, Binghamton  
PhD (Biological Anthropology), University of Tennessee, Knoxville

**Young Kim, 2013**

Assistant Professor of Music  
BM (Piano Performance), Tennessee Tech  
MM (Piano Performance), University of Tennessee  
DMA (Piano Performance), Louisiana State University

**Veronica King, 2018**

Assistant Professor of Pathology  
AS (Liberal Studies), Fullerton College  
BS (Animal Science), California Polytechnic University  
DVM (Veterinary Medicine), Western University of Health Sciences

**Gavin Kirton, 2015**

Assistant Professor of Chemistry  
BS (Chemistry), Murdoch University- Australia  
PhD (Chemistry), Australian National University

**Whitney Kistler, 2016**

Assistant Professor of Biology  
Program Director, Conservation Biology Program  
BS (Biology), Mercyhurst University  
MS (Forest Resources), the University of Georgia  
PhD (Forest Resources), the University of Georgia

**Susanna Kitts-Morgan, 2015**

Assistant Professor of Physiology  
BS (Biology), Bluefield College  
MS (Animal and Food Sciences), University of Kentucky  
PhD (Animal and Food Sciences), University of Kentucky

**Adam Kolatorowicz, 2015**

Assistant Professor of Anatomy  
AA (Anthropology), College of Lake County, Grayslake, IL  
BS (Anthropology), Northern Illinois University  
MS (Human Biology), University of Indianapolis  
PhD (Anthropology), The Ohio State University

**Rachelle Kuhn, 2014**

Assistant Professor of Physician Assistant Studies  
BGS (Health and Physical Education), Ball State University  
MPH (Health Promotion and Health Education), University of Toledo

**Stan Kunigelis, 2009**

Professor of Physiology  
BSc. (Biology), York University, Canada  
MSc. (Biology), York University, Canada  
PhD (Biology), York University, Canada

**Vonda Laughlin, 2017**

Director of Bar Skills & Associate Professor of Law  
BA (Human Services), University of Tennessee  
JD, University of Tennessee College of Law  
LL.M (Insurance Law), University of Connecticut School of Law

**Kristy Lee, 2018**

Assistant Professor of Social Work and Field Coordinator  
BS (Social Work), Lincoln Memorial University  
MSW (Social Work), East Tennessee State University

**Jonathan Leo, 2006**

Associate Dean of Students  
Associate Dean of Graduate Programs, DCOM  
Professor of Anatomy  
BA, Macalester College  
PhD (Anatomy), University of Iowa

**Jeannie Levi, 2019**

Instructor of Nursing  
ASN (Nursing), Walters State Community College  
MSN (Nursing), Carson-Newman University

**Jennifer Levy-Tatum, 2018**

Assistant Professor of Law  
JD, Widener University School of Law  
CLU, The American College  
LUTCF, The American College  
Dip. ED, University of the West Indies  
BA, University of the West Indies

**Joy Lewis, 2010**

Instructor, Nurse Anesthesia Program  
BSN (Nursing), University of Kentucky  
MSN (Nursing Anesthesia), University of Tennessee Health Science Center

**Carrie Lingerfelt, 2013**

Instructor of Nursing  
BSN (Nursing), East Tennessee State University  
MSN (Nursing), Vanderbilt University

**Ann Walsh Long, 2009**

Head of Research and Digital Collections Librarian  
Assistant Professor of Law  
JD, Lincoln Memorial University Duncan School of Law  
MS (Library Science), Catholic University of America  
BA (Political Science), Colorado College



**Chasity Long, 2015**

Instructor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BS (Biology), Lincoln Memorial University  
BSN (Nursing), Lincoln Memorial University  
MSN (FNP), Lincoln Memorial University

**Christopher Loyke, 2018**

Associate Dean of Clinical Affairs  
Associate Professor of Family Medicine  
BS (Biology), Creighton University, NE  
DO, Ohio University College of Osteopathic  
Medicine

**Michael Lynch, 2018**

Director of the Abraham Lincoln Library and  
Museum  
Instructor of History  
BA (History), Lincoln Memorial University  
MA (History), University of Tennessee

**Sylvia Lynch, 2010**

Dean, Carter and Moyers School of Education  
Associate Professor of Education  
BS (Education), Lincoln Memorial University  
BA (English), Lincoln Memorial University  
MS (English Education), University of Tennessee-  
Knoxville  
EdD (Curriculum & Instruction), University of  
Tennessee-Knoxville

**Matthew Lyon, 2011**

Associate Dean for Academic Affairs, DSOL  
Professor of Law  
BA (Public Policy), The College of William & Mary  
MPA (Public Administration), Syracuse University  
JD, Northwestern University School of Law

**Kathleen Makolinski, 2018**

Shelter Veterinarian at the SPCA Serving Erie  
County, CVM  
BS, Canisius College  
DVM, Cornell University  
Graduate Certificate (Shelter Medicine), University of  
Florida, CVM

**Katherine Marsh, 2016**

Digital Resources Librarian  
Assistant Professor of Law  
BA, University of Tennessee  
MIS, University of Tennessee  
JD, Mercer University

**Jeffrey Martin, 2019**

Assistant Dean of Basic Medical Sciences  
Associate Professor of Physiology

BSc (Movement Science), University of Pittsburgh  
School of Education, Pittsburgh  
MSc (Clinical Exercise Physiology), Northeastern  
University, Bouve' College of Health Science,  
Boston  
PhD (Health and Human Performance), University of  
Florida College of Health and Human Performance,  
Gainesville

**Verna Mason 2017**

Instructor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), Eastern Kentucky University  
MSN (Nursing), Eastern Kentucky University

**James Maxwell, 2017**

Dean of the School of Business  
Professor of Management  
BS (Management), Maryville University  
MBA (Management/Marketing), Maryville  
University  
D.MGT. (Management), Webster University  
Ph.D. (Technology Management/Human Resource  
Development & Industrial Training), Indiana State  
University

**James McAllister, 2015**

Program Director, Music  
Assistant Professor of Music  
BM (Music Education), Shenandoah University,  
Virginia  
MM (Wind Conducting), University of Delaware  
PhD (Music Education), University of Kansas

**Logan McCarthy, 2018**

Assistant Professor of Nursing  
BS (Psychology), Xavier University  
BSN (Nursing), Lincoln Memorial University  
MSN (Nursing), Lincoln Memorial University  
DNP (Nursing), Lincoln Memorial University

**John McCook 2017**

Program Director MEdITL Program  
Assistant Professor of Education  
BS (Math & Physics), Oglethorpe University  
MS (Physics), University of Tennessee-Knoxville  
EdD (Education Research Statistics & Science Ed,  
Higher Ed, Math Ed, Curriculum & Instruction), UT

**Diane McCroskey, 2013**

Instructor of Nursing  
Diploma (Registered Nurse), St. Mary's School of  
Nursing  
Diploma (Biblical Studies), Liberty University  
BSN (Nursing), King College  
MSN (Nursing Education), King College

**Christy McGhee, 2015**

Assistant Professor of PA Studies  
BS (Physician Assistant Studies), Jefferson College  
of Health Sciences  
BS (Biology), King College, Bristol, TN  
MPAS, (Orthopedics), Nebraska Medical Center

**Richard McGill, 2019**

Chair of Pediatrics  
Assistant Professor of Pediatrics  
BS (Biology), Tennessee Technological University  
DO, West Virginia School of Osteopathic Medicine

**Robin McJunkin, 2018**

Assistant Professor of Nursing  
ADN (Nursing), Owens Community College  
BSN (Nursing), University of Cincinnati  
MSN (Nursing), University of Cincinnati  
DNP (Nursing), Mount Saint Joseph University

**Gloria McMahan, 2013**

Instructor of Nursing  
AAS (Nursing), Walters State Community College  
BSN (Nursing), King College  
MSN (Nursing Administration), King College

**Ahleasha M. McNeal, 2006**

Assistant Professor of Sport Management  
BS (Athletic Training-Physical Education), Lincoln  
Memorial University  
MS (Exercise Science), Arkansas State University  
EdD (Sports Management), United States Sports  
Academy

**Carmen Miller, 2011**

Instructor of Nursing  
AS (Biology), Lincoln Land Community College  
ASN (Nursing), Lincoln Memorial University  
MSN (Clinical Nurse Specialist/Adult), Vanderbilt  
University

**Lynda Miller, 2017**

Assistant Professor of Theriogenology  
BS (Animal Science/Pre-Vet), University of  
Wisconsin  
DVM (Veterinary Medicine), University of Florida  
PhD (Equine Theriogenology), University of  
Kentucky

**Paula Miksa, 2009**

Director of Clinical Education  
Associate Professor of Physician Assistant Studies  
BS (Biology), Virginia Tech  
MHS (Phys. Assistant studies), University of South  
Alabama

**Mary Anne Modrcin, 2001**

Vice President and Dean, Caylor School of Nursing  
Professor of Nursing  
BSN (Nursing), University of Kansas  
MSN (Nursing), Boston University  
PhD (Nursing), University of Tennessee-Knoxville

**Mark Moran, 2010**

Vice President and Dean of Medical Sciences,  
Professor of Physician Assistant Studies  
BS (Biology), King College, Bristol, TN  
BS (Health Sciences), James Madison University  
MPAS, (Emergency Medicine), Nebraska Medical  
Center  
DMS, Lincoln Memorial University

**Wanda Morgan, 2019**

Assistant Professor of Marketing  
DBA (Marketing), Northcentral University  
MBA, American InterContinental University  
BA (Secondary Education English), Tusculum  
College

**Patricia Murphree, 2015**

Professor of Education  
BS (Home Economics), Berea College  
MS (Guidance and Counseling Secondary), Radford  
University  
EdD (Curriculum and Instruction), University of  
Sarasota

**James Myers, 2018**

Assistant Professor of Education  
BS (Preaching), Johnson Bible College  
MA (Education), Tusculum College  
EdS (Educational Leadership), Lincoln Memorial  
University  
EdD (Educational Leadership and Policy Analysis),  
East Tennessee State University

**Paul Nader, 2015**

Assistant Professor of Veterinary Anatomy  
BS (Zoology), University of North Carolina Chapel  
Hill  
DVM (Veterinary Medicine), North Carolina State  
University

**Michael Neff, 2017**

Instructor of Mathematics  
BS (Business), University of Virginia, Wise  
MEd (Vocational and Technical Education), Virginia  
Tech  
MA (Mathematics), University of Virginia

**Rekek Negga, 2019**

Clinical Research Assistant  
BS (Biology), King College  
MS (Animal Science), University of Tennessee-Knoxville  
DVM (Veterinary Medicine), University of Tennessee-Knoxville

**Joanna Neilson, 2005**

Associate Professor of History  
Chair, Department of Humanities  
BA (History and Dramatic Arts), Centre College  
MA (History), Florida State University  
PhD (History), Florida State University

**Jennifer H. Newcome, 2009**

Instructor of Learning Resources  
Electronic Resources Librarian  
BA (Writing and Communication), Maryville College  
MS (Information Sciences), University of Tennessee-Knoxville  
EdS (Educational Administration and Supervision), Lincoln Memorial University

**Tanya Parton Noah, 2006**

Assistant Professor of Finance  
BS (Mathematics), Lincoln Memorial University  
MS (Mathematics), Eastern Kentucky University  
PhD (Management), Walden University

**Stephen Noe, 2014**

Director of Didactic Education  
Assistant Professor of Physician Assistant  
BS (Biology), University of Kentucky  
MPAS, University of Kentucky

**Sonja Noesen, 2018**

Instructor of Nursing  
BA (Allied Health Care), National Louis University  
BSN (Nursing), The College of St. Scholastica  
MA (Health Information Management), The College of St. Scholastica  
MSN (Nursing), Simmons College

**Howard Norris, 1999**

Associate Professor of Education  
BS (Elementary Education), University of Alabama  
MA (Educational Administration), University of Alabama  
EdD (Educational Administration), University of Alabama

**Kelly Nunn, 2013**

Assistant Professor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), Lincoln Memorial University  
MSN (Nursing-FNP), Lincoln Memorial University  
DNP (Nursing), University of Tennessee-Chattanooga

**Crystal Odle, 2013**

Director, MSN Nurse Anesthesia Concentration  
Associate Professor of Nursing  
ASN (Nursing), Southwest Virginia Community College  
BSN (Nursing) University of Virginia's College at Wise  
MSNA (Nurse Anesthesia), Virginia Commonwealth University  
DNAP (Nurse Anesthesia), Virginia Commonwealth University

**Megan Owens, 2016**

Assistant Dean of Students, Director for Student Development  
Instructor of Education  
BA (Sociology), East Tennessee State University  
MS (Counseling in Higher Education), East Tennessee State University  
EdD (Educational Leadership and Policy Analysis), East Tennessee State University

**Dominic Palazzolo, 2008**

Professor of Physiology  
BS (Biology), Providence College, RI  
MS (Anatomy and Physiology), Kansas State University  
PhD (Physiology), Kansas State University

**Kay Paris, 1987**

Chair, Department of Social Work  
Professor of Social Work  
BA (Anthropology), University of Georgia  
MSLS (Library Science), University of Tennessee-Knoxville  
MS (Adult Education), University of Tennessee-Knoxville  
MSSW (Social Work), University of Tennessee-Knoxville  
PhD (Social Work), University of Tennessee-Knoxville

**Alexander Parks, 2017**

Chair, Initial Teacher Licensure Undergraduate,  
Assistant Professor of Education  
BS (Marketing), the University of Tennessee, Knoxville  
MS (Teacher Education), the University of Tennessee, Knoxville

PhD (Secondary Education), the University of Alabama

**Lori Parks, 2018**

Instructor of Nursing  
AS, Walters State Community College  
ASN (Nursing), Walters State Community College  
BSN (Nursing), King College  
MSN (Leadership/Management), Western Governor's University

**Gilbert Patterson, 2016**

Principal Researcher & Program Manager for CAHA  
BS (Animal Science), University of Vermont  
VMD (Veterinariae Medicinae Doctoris), University of Pennsylvania  
MPH, University of Minnesota-School of Public Health

**Carolyn Peace, 2017**

Instructor of Nursing  
ADN (Nursing), Cumberland College  
BSN (Nursing), Eastern Kentucky University  
MSN (Nursing), Eastern Kentucky University

**Katherine Pebworth, 2004**

Professor of Sport and Exercise Science  
BS (Health and Physical Education), Berry College  
MA Ed (Physical Education), University of North Alabama  
PhD (Physical Education), University of South Carolina

**Jamie Perkins, 2018**

Clinical Skills, DVM, CIVET  
Assistant Professor of Veterinary Medicine  
AS, Collin College  
BVS (Veterinary Science), James Cook University, Australia  
DVM (Veterinary Medicine), Mississippi State University

**Amy Pettit, 2007**

Chair ASN Program  
Assistant Professor of Nursing  
BSN (Nursing), University of Tennessee-Knoxville  
MSN (Nursing Administration), Vanderbilt University  
DNP (Nursing Administration), Samford University

**Bess Pierce, 2016**

Assistant Dean of Student Success  
BS (Biology), Tulane University  
MS (Wildlife Biology), Auburn University  
DVM (Veterinary Medicine), Auburn University

**Rebecca Pierce, 2016**

Clinical Relations Lead Veterinarian I  
Assistant Professor of Veterinary Medicine  
BS (Animal Science), Brigham Young University  
BVM (Veterinary Medicine), The Royal Veterinary College

**Carol Sue Plummer, 2019**

Assistant Professor of Nursing  
ASN (Nursing), Davis & Elkins College  
BSN (Nursing), Davis & Elkins College  
MSN (Nursing), LaRoche College  
PhD (Clinical Christian Counseling), Cornerstone University

**David Plundo, 2018**

Dean and Chief Administrative Officer  
BS, University of Pittsburgh  
DO, University of Osteopathic Medicine and Health Sciences (Des Moines University)  
MPH, Des Moines University

**Bonnie Price, 2015**

Assistant Professor of Veterinary Science  
Chair, Veterinary Health Science & Technology Department  
BA (Anthropology), University of Tennessee-Knoxville  
BS (Biological Sciences), University of Tennessee-Knoxville  
MPH (Public Health), University of Tennessee-Knoxville  
DVM (Veterinary Medicine), University of Tennessee-Knoxville

**Lisa Pullen, 2001**

Director, MSN Family Psychiatric Mental Health Nurse Practitioner Concentration  
Professor of Nursing  
ADN (Nursing), Gadsden State University  
BSN (Nursing), Jacksonville State University  
MSN (Family Nurse Practitioner), Mississippi University for Women  
PhD (Educational Psychology), Mississippi State University

**Dustin Pulliam, 2017**

Director of Professional Life Skills  
Assistant Professor of Veterinary Medicine  
BS (Animal Science), University of Tennessee  
DVM (Veterinary Medicine), Ross University – School of Veterinary Medicine

**Katheryn Purple, 2018**

Assistant Professor of Biology, Microbiology  
BS (Natural Resources and Environmental Science),

University of Illinois at Urbana  
DVM, University of Tennessee  
PhD.(Comparative and Experimental Medicine),  
University of Tennessee

**Syed Quadri, 2017**

Assistant Professor of Pharmacology  
BS (Pharmaceutical Sciences), Shedan College of  
Pharmacy  
PhD (Physiology and Pharmacology), University of  
Louisiana-Monroe

**Amanda Rainey, 2017**

Assistant Professor of Veterinary Science  
BS, Anderson College  
DVM, University of Georgia

**Melanie Reid, 2010**

Associate Dean of Faculty  
Professor of Law  
BBA (Management), University of Notre Dame  
MA (Spanish), Middlebury College  
JD, University of Notre Dame

**Jana Redmond, 2011**

Instructor of Learning Resources  
Information Literacy Librarian  
BA (English), Lincoln Memorial University  
MA (English), Clemson University  
MS (Information Sciences), University of Tennessee-  
Knoxville

**Debbie Reynoldson, 2012**

Instructor of Nursing  
ASN (Nursing), Walter State Community College  
BSN (Nursing), East Tennessee State University  
MSN (Nursing/Healthcare Education), University of  
Phoenix

**Jerry Roberson, 2015**

Professor of Large Animal Internal Medicine  
BS (Animal Science), Oklahoma State University  
DVM (Veterinary Medicine), Oklahoma State  
University  
PhD (Veterinary Science), Washington State  
University

**Chrystal Roberts, 2019**

Instructor of Nursing  
BSN (Nursing), University of South Florida  
MSN (Nursing Education), American Sentinel  
University

**Stanley Robertson, 2016**

Clinical Relations Lead Veterinarian II  
Associate Professor of Veterinary Medicine

Graduate Certificate in Medical Informatics, Oregon  
Health Sciences University  
Graduate Certificate in Statistical Analysis in  
Production Medicine, Michigan State University  
DVM (Veterinary Medicine), Mississippi State  
University

**Adam Rollins, 2008**

Dean, School of Mathematics and Sciences  
Professor of Biology  
BS (Biology), Fairmont State University  
MS (Forestry), West Virginia University  
PhD (Biology), University of Arkansas

**Karen Rookard, 2019**

Instructor of Nursing  
BSN (Nursing), East Tennessee State University  
MSN (Nursing), King University

**Joshua Rowe, 2016**

Associate Professor of Veterinary Anatomy  
BS (Agriculture), University of Tennessee at Martin  
DVM (Veterinary Medicine), University of  
Tennessee  
PhD (Comparative and Experimental Medicine),  
University of Tennessee

**Chloe Ruff, 2019**

Associate Director of Assessment/Faculty  
Development  
Assistant Professor of Medical Education  
BA (English), University of Georgia  
MA (Special Education), Mary Baldwin College, VA  
PhD (Curriculum and Instruction: Educational  
Psychology), Virginia Tech, VA

**Gordon Russell, 2009**

Associate Dean, Director of Law Library  
Professor of Law  
BA, Brigham Young University  
MLS (Library Science), Brigham Young University  
LLB (Law), University of Western Ontario  
MBA (Business), Lincoln Memorial University  
JD, University of New Mexico

**Ahmad A. Saied, 2016**

Clinical Pathologist, CVM  
DVM (Veterinary Medicine), Jordan University of  
Science and Technology, Irbid, Jordan  
PhD (Pathological Sciences), Louisiana State  
University

**Debra A. Salata, 2007**

Associate Professor of History  
BA (History), Illinois Benedictine College  
MA (History), Northern Illinois University

PhD (History), University of Minnesota-Twin Cities

**Tiffany Sanchez, 2018**

Technical Director of Theater  
Arts in the Gap Coordinator  
BS (Psychology), Texas A&M University  
BS (Visualization), Texas A&M University  
MFA (Visualization), Texas A&M University

**Tommy Sangchompuphen**

Associate Dean for Student Learning  
Associate Professor of Law  
BA (Political Science and Sociology), Yale University  
MS, Columbia University Graduate School of Journalism  
JD, University of Minnesota Law School

**Jennifer Savage, 2011**

Director, MSN Family Nurse Practitioner Concentration  
Instructor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), East Tennessee State University  
MSN (Family Nurse Practitioner), Lincoln Memorial University  
DNP (Nursing), Frontier Nursing University

**Paul Schmidt, 2016**

Assistant Professor of Veterinary Medicine  
BS (Biomedical Science), Texas A&M University  
BS (Animal Science), Texas A&M University  
MPH, University of Texas Health Science Center at Houston  
DVM (Veterinary Medicine), Texas A&M University

**Sheree Schneider, 2011**

Assistant Professor of Computer Information Systems  
BS (Biology/Chemistry), Lincoln Memorial University  
MS (Management and Information Systems), Nova Southeastern University  
EdS (Curriculum and Instruction), Lincoln Memorial University  
EdD (Educational Leadership), East Tennessee State University

**Martin Sellers, 2011**

Dean, School of Arts, Humanities, and Social Sciences  
Professor of Government  
BA (Political Science/Public Administration), Trenton State College  
MPA (Public Administration), New York University  
PhD (Public Administration and Political Science), Temple University

**Chrystyna Senkel, 2017**

Academic Coordinator, Physician Assistant Studies  
Assistant Professor of Physician Assistant Studies  
BS, Community Texas A&M  
BS (PA Studies), UT Southwestern Medical Center  
MPAS, University of Texas Pan America

**Joshua Shepherd, 2011**

Assistant Professor of Physician Assistant Studies  
AS, Southeast Community College  
AA, Southeast Community College  
BS (Medical Technology), Lincoln Memorial University  
MMS (Physician Assistant), Lincoln Memorial University

**Nicole Shields, 2013**

Associate Professor of Family Medicine  
BS (Interdisciplinary Studies, Biochemistry and Molecular Biology), University of Florida  
MD (Medicine), University of Florida College of Medicine

**Barbara Shock, 2016**

Assistant Professor of Biology  
BA (Biology), West Virginia University  
MS (Veterinary and Biomed Sciences), the University of Georgia  
PhD (Forest Resources), the University of Georgia

**Micha Simons, 2019**

Fellow, Center for Innovation in Veterinary Education and Technology (CIVET)  
BS (Biology) Washington and Lee University  
VMD (Veterinariae Medicinae Doctoris), University of Pennsylvania

**Carolyn Singer, 2012**

Instructor of Nursing  
AAS (Nursing), Farmingdale State College  
AS (Dental Hygiene), Farmingdale State College  
BSN (Nursing), Adelphi University  
MSN (Nursing), Walden University

**Decca Singletary, 2018**

Instructor of Nursing  
ASN (Nursing), Wallace Community College  
BSN (Nursing), University of South Alabama  
MSN (Nursing), University of South Alabama

**Tonya Skidmore, 2017**

Assistant Professor of Physician Assistant Studies  
Bachelor of Medical Technology, Lincoln Memorial University  
MMS, Lincoln Memorial University

**Evelyn G. Smith, 2002**

Advisor to the President of LMU,  
Assistant Professor of Computer Information  
Systems  
BS (Computer Science), Nova Southeastern  
University  
MS (Computer Science), Nova Southeastern  
University  
EdD (Educational Leadership), East Tennessee State  
University

**Jason Smith, 2019**

Assistant Professor of Law  
BA (English Literature and Political Science),  
University of Tennessee  
JD, University of Tennessee College of Law

**Leah Snodgrass, 2012**

Chair of Behavioral Health  
Associate Professor of Psychiatry  
BS (Biology), University of Kentucky  
MD (Medicine), University of Kentucky

**Sandra Southern, 2012**

Assistant Professor of Medical Laboratory Science  
AS, Southeast Community College  
BS (Medical Technology), Lincoln Memorial  
University  
MS (Medical Laboratory Science) University of  
North Dakota

**Angie Sowers, 2008**

Instructor of Nursing  
ASN (Nursing), Eastern Kentucky University  
BSN (Nursing), Eastern Kentucky University  
MSN (Nursing), Eastern Kentucky University  
EdS, Lincoln Memorial University

**Dawn Spangler, 2015**

Associate Professor of Shelter Medicine  
BA (Zoology), The Ohio State University  
DVM, The Ohio State University  
Graduate Certificate (Shelter Medicine), University  
of Florida – CVM

**Betsy Sparks, 2018**

Chair, Graduate Programs, Business  
Associate Professor of Business  
BSE (Engineering), University of Tennessee –  
Chattanooga  
MS (Mechanical Engineering), University of  
Tennessee – Chattanooga  
MBA, University of Tennessee – Chattanooga  
PhD (Business Management), Cappella University

**Mona Speak, 2018**

Assistant Professor of Nursing  
AAS (Nursing), Mountain Empire Community  
College  
BSN (Nursing), Jacksonville University  
MSN (Nursing), Frontier Nursing University  
DNP (Nursing), Frontier Nursing University

**Ashley Stanley, 2013**

Assistant Professor of Education  
BS (Interdisciplinary Studies), East Tennessee State  
University  
MEd (Educational Media & Educational  
Technology), East Tennessee State University  
EdD (Educational Leadership), East Tennessee State  
University

**Glenna Steelman, 2015**

Instructor of Nursing  
LPN (Nursing), Cumberland Valley Technical  
College  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), Eastern Kentucky University  
MSN (Nursing), Walden University

**Michael Stephens, 2016**

Assistant Professor of Physician Assistant Studies  
BS (Biology), Union College, KY  
MMS, Lincoln Memorial University

**Theresa Stevenson, 2012**

Assistant Professor of Education  
BA (Interdisciplinary Studies Elementary Education),  
Covenant College  
MA (Elementary Education), Tusculum College  
EdD (Curriculum and Instruction), University of  
Sarasota

**Jennifer Stewart-Glenn, 2013**

Associate Professor of Nursing  
ASN (Nursing), Mountain Empire Community  
College  
BSN (Nursing), Radford University  
MSN (Nursing), George Mason University  
PhD (Nursing), Frontier School of Midwifery and  
Family Nursing

**Rebecca Stoehr, 2016**

Instructor of Nursing  
Diploma (Nursing), St. Francis Hospital School of  
Practical Nursing  
ASN (Nursing), Excelsior College  
BSN (Nursing), Excelsior College  
MSN (Nursing Education), Walden University

**Michael Stonerook, 2015**

Attending Veterinarian  
Assistant Professor of Veterinary Medicine  
BS (Zoology), The Ohio State University  
MS (Environmental Biology), The Ohio State University  
MS (Physiology), The Ohio State University  
PhD (Physiology), The Ohio State University  
DVM (Veterinary Medicine), The Ohio State University

**Connie Theriot, 1998**

Professor of Education  
BA (Speech/Hearing Therapy), University of Southwestern Louisiana  
MS (Special Education), University of Tennessee-Knoxville  
MS (Administration and Supervision), University of New Orleans  
PhD (School Psychology), University of Tennessee-Knoxville

**Ashleigh Thomas, 2012**

Assistant Professor of Chemistry  
BS (Chemistry), West Virginia Wesleyan College  
PhD (Chemistry), University of Tennessee-Knoxville

**Brent Thompson, 2017**

Associate Professor of Anatomy  
BA (Biology and Chemistry) Minnesota State University-Moorhead  
PhD (Neuroscience) Vanderbilt University

**Elizabeth Burchette Thompson, 2009**

Dean, School of Allied Health Sciences  
Associate Professor of Veterinary Technology  
DVM (Veterinary Medicine), University of Tennessee-Knoxville  
EdD (Higher Education), Lincoln Memorial University

**Randall Thompson, 2016**

Medical Director of the DVTC  
Assistant Professor of Small Animal Surgery  
BSA (Animal Science), University of Georgia  
MSpVM-Small Animal Surgery, North Carolina State University  
DVM (Veterinary Medicine), University of Georgia

**MaryAnn Thrush, 2014**

Chair, Department of Social Sciences  
Associate Professor of Criminology & Criminal Justice  
BA (French), Purdue University  
MA (Clinical Social Work), University of Oklahoma  
PhD (Criminal Justice), University of Florida

**Mark Tichon, 2002**

Program Director, MEd Counseling and Guidance  
Assistant Professor of Education  
BA (History, Classical Archaeology), University of Michigan  
MS (Clinical Psychology), Georgia Southern University  
PhD (Counseling Psychology), University of Tennessee-Knoxville

**Michael Toomey, 2008**

Assistant Dean, School of Arts, Humanities, and Social Sciences  
Professor of History  
BA (History), University of Tennessee-Chattanooga  
MA (History), University of Tennessee-Knoxville  
PhD (History), University of Tennessee-Knoxville

**Kenneth Trzil, 2016**

Chair of Emergency Medicine  
Assistant Professor of Internal Medicine  
BS (Electrical Engineering), University of Memphis  
MD (Medicine), University of Tennessee center for the Health Sciences

**Agnes M. Vanderpool, 2003**

Associate Professor of Biology  
BS (Biological Science), Florida State University  
MS (Zoology), University of Maine  
PhD (Animal Science), University of Tennessee-Knoxville

**Benito J. Velasquez, 2016**

Associate Professor of Athletic Training  
Chair, Sport and Exercise Science Department  
Program Director of Athletic Training  
Assistant Athletic Trainer  
BS (Physical Education), University of Arizona  
M.Ed. (Secondary Education), University of Arizona  
DA (Physical Education and Higher Education)  
Middle Tennessee State University

**Ashutosh Verma, 2015**

Associate Professor of Microbiology, CVM  
BVSc. (Veterinary Science & Animal Husbandry), Chaudhary Charan Singh Haryana Agricultural University, Hisar  
MVS (Animal Biotechnology), Tamil Nadu Veterinary and Animal Sciences University, Chennai  
PhD (Veterinary Science), University of Kentucky

**Gary Verna, 2014**

Assistant Professor of Psychology  
BA (Psychology), California State University  
MA (Psychology), California State University



PhD (Child Behavior and Development), University of Iowa

**Michael Andrew Vice, 2017**

Assistant Professor of Health  
BS (Recreation Administration), Indiana University  
MEd (Special Education), the University of Southern Mississippi  
PhD (Health and Kinesiology), the University of Mississippi

**Richard Vogel, 2013**

Assistant Professor of Media Communications  
BA (Communications/Broadcast), State University of New York  
MA (Telecommunication), Southern Illinois University  
PhD (Communications/Broadcasting), University of Tennessee-Knoxville

**Gary Wade, 2015**

Vice President and Dean, Duncan School of Law  
Professor of Law  
BS (English & Psychology), University of Tennessee  
JD, University of Tennessee College of Law

**Rebecca Waggle, 2017**

Instructor of Nursing  
ASN (Nursing), Roane State Community College  
BSN (Nursing), King University  
MSN (Nursing Education), King University

**Susan Wagner, 2015**

Assistant Professor of Education  
BA (Child Development), Maryville College  
MS (Instructional Technology and Education Studies), University of Tennessee-Knoxville  
PhD (Literacy), University of Tennessee-Knoxville

**Jun Wang, 2017**

Assistant Professor of Pathology  
MD (Medical Doctor), Shanghai Medical University, Shanghai, China  
PhD (Anatomy), Wayne State University School of Medicine

**Tracy Washington, 2019**

Assistant Professor of Finance  
DBA (Finance), Walden University  
MBA (Finance), Walden University  
BS (Human Services), Springfield College

**John Weale, 2014**

Interim, Associate Dean of Clinical Relations and Outreach

Assistant Professor of Veterinary Medicine  
BS (Biomedical Engineering), Vanderbilt University  
MS (Biomedical Engineering), Vanderbilt University  
DVM (Veterinary Medicine), The Ohio State University

**Kali Weaver, 2014**

Assistant Professor of Pharmacology  
PharmD (Pharmacy), Samford University

**Sandra Weems, 2016**

Assistant Professor of English  
BA (English), University of Florida  
MA (English) University of Florida  
PhD (English) University of Florida

**William Weise, 2019**

Theriogenology Resident, LMU-CVM  
BS (Wildlife and Fisheries Science), Texas A&M University  
DVM (Veterinary Medicine), Texas A&M University

**Douglas Weston, 2014**

Chair of Osteopathic Manipulative Medicine  
Associate Professor of Osteopathic Manipulative Medicine  
DO, New York Institute of Technology College of Osteopathic Medicine

**Bianca White, 2019**

Student Services and Assessment Librarian  
BA (History), Freed-Hardeman University  
JD, University of Memphis College of Law  
MBA, Bryan College  
MSIS, University of Tennessee

**Michael Wieting, 2007**

Senior Associate Dean  
Professor of Osteopathic Manipulative Medicine  
BA (History), Centenary College of Louisiana  
Med (Professional Health Occupation), University of Central Oklahoma  
DO, Oklahoma State University Center for Health Science College of Osteopathic Medicine

**Duran Williams, 2017**

Program Director, MEd On-line  
BA (History and Secondary Education), Maryville College  
MEd (Educational Administration and Supervision), Lincoln Memorial University  
EdD (Educational Administration and Policy Studies), University of Tennessee

**John Williamson, 2007**

Chair of Obstetrics and Gynecology

Associate Professor of Obstetrics and Gynecology  
MD (Medicine), Indiana University School of  
Medicine

**Julie Williamson, 2014**

Director, Small Animal Clinical Skills  
Associate Professor of Veterinary Medicine  
BA (Biology), Alfred University, New York  
MS (Veterinary Medical Education), Ross  
University-West Indies  
DVM (Veterinary Medicine), Michigan State  
University

**Robert Wilmoth, 2010**

Chair of Surgery  
Associate Professor of General Surgery  
BS (Chemistry), Lincoln Memorial University  
MD (Medicine), University of Tennessee Health  
Science Center

**Robin Wilson, 1999**

Assistant Professor of Nursing  
AS (Nursing), Lincoln Memorial University  
BA (Business Administration), Lincoln Memorial  
University  
BSN (Nursing), University of Kentucky  
MSN (Nursing), Clarkson College  
EdS (Educational Administration and Supervision),  
Lincoln Memorial University  
EdD (Teaching and Learning), Liberty University

**Steven M. Wilson, 2002**

Assistant Director and Curator, The Abraham  
Lincoln Library and Museum  
Instructor of History  
BA (History), Lincoln Memorial University  
MA (History), University of Tennessee-Knoxville

**Paul Wood, 2011**

Professor of Pharmacology  
BSc (Biology), Trent University, Ontario, Canada  
PhD (Pharmacology), Queens University, Ontario,  
Canada

**Stephen Wright, 2015**

Chair of Graduate Programs  
Assistant Professor of Education  
BS (Communication), University of Tennessee-  
Knoxville  
MS (Education), University of Tennessee-Knoxville  
EdD (Educational Leadership), East Tennessee State  
University

**Travis Wright, 2014**

Vice President for Academic Services and  
Institutional Effectiveness

Instructor of Religion and Education  
BS (Chemistry), Gardner Webb University  
MDiv (Christian Education), New Orleans Baptist  
Theological Seminary  
THM (Theology), New Orleans Baptist Theological  
Seminary  
PhD (Christian Education), New Orleans Baptist  
Theological Seminary

**Elizabeth Yagodzinski, 2012**

Director of Online Learning  
Assistant Professor of Information Services  
BS (Computer Information Systems), Nova  
Southeastern University  
MS (Computing Technology in Education), Nova  
Southeastern University  
EdS (Computing Technology in Education), Nova  
Southeastern University  
PhD (Computing Technology in Education), Nova  
Southeastern University

**Christopher Yonts, 2009**

Chair of Family Medicine  
Associate Professor of Family Medicine  
BS (Biology), Lincoln Memorial University  
DO, Pikeville College School of Osteopathic  
Medicine

**Allison Yow, 2015**

Assistant Professor of Internal Medicine  
BS (Biology), Florida Southern College  
DO, Virginia College of Osteopathic Medicine

**Lillia Zellers, 2019**

Instructor of Nursing  
ASN (Nursing), Lincoln Memorial University  
BSN (Nursing), Kaplan University  
MSN (Nursing), King University

**Jan Zieren, 2010**

Associate Professor of Family Medicine  
BS (Biological Sciences), Indiana State University  
MPH (Health Administration), University of  
Oklahoma  
DO, Oklahoma State University Center for Health  
Sciences