University College

Rick Sluder, Dean
David Gotcher, Associate Dean
Peggy Carpenter, Assistant Dean

University College exists for the purpose of helping make student success possible for the traditional and nontraditional students it serves. The staff is organized within seven unique units to meet the specific needs of the community.

The **Distance Education and Nontraditional Programs** unit manages all distance programs, TN eCampus, and MTSU online courses. This group also assists faculty who would like to teach online through Distance Education Faculty Services and provides advising for all students who major in the degree programs awarded by the college.

The **Academic Outreach** unit oversees all off campus programs, including several remote teaching sites, the Middle Tennessee Education Center, and the Adult Degree Completion Program.

The **Summer Sessions** unit provides the administrative support necessary to operate the summer school program at MTSU. Students can make MTSU Summer sessions a part of their graduation strategy. Summer sessions can help a student stay on track or shorten the time to graduation, reduce the course load in other terms, or focus on courses that need full-time attention.

The **University Studies Department** provides a variety of support services to first-year and transfer students at MTSU. Their purpose is to provide academic placement support, transition support, and academic instruction and help where it is most appropriate for its target audience. The department offers the Bachelor of Science in Integrated Studies degree to students electing a broad-based educational experience.

Academic Advising provides academic advising services for University College students. In addition to course selection and registration, advisors provide specialized guidance and information to help undecided students select appropriate majors early in their academic careers.

The **Administrative and Finance** unit manages the human resource and administrative functions of the college. Additionally it houses the Professional Development office which manages hundreds of not-for-credit educational programs designed to meet specific needs of the public, corporations, state agencies, and other individuals and groups. It also manages the Public Services Grants and Awards programs as well as several contracts by which services are provided statewide to meet specific educational needs.

The **Dual Enrollment** unit works with high schools and high school students to offer MTSU courses that count both as high school and college credit.

The overriding mission in all departments is to provide programs that meet the ongoing educational and support needs of the adult nontraditional and traditional students they serve. A sense of customer service and student focus is pervasive throughout the culture of the college and its staff.

Credit Area

Distance Education and Nontraditional Programs

Distance Education Courses

Distance education courses, coordinated through the University College, include online and hybrid and TN eCampus online and synchronous online.

MTSU Online Courses

All instruction takes place through MTSU's learning management system. Students are expected to have access to a computer and the Internet for completion of course requirements. Professors may offer optional meetings but students cannot be penalized for non-attendance. Proctored exams may also be offered, and students who cannot attend the scheduled dates/times have the option of taking the exam at an approved off-campus site. Students who are most successful in online courses have excellent time management skills.

MTSU Hybrid Courses

A significant portion of instruction and activities in a hybrid class takes place in an online environment. Professors may require up to 15 hours of mandatory campus meetings (for an orientation, exams, presentations) per semester for hybrid courses. Students can be penalized for non-attendance at these scheduled events.

Additional information can be found on the Course Comparison Chart.

NOTE: MTSU online, hybrid, and TN eCampus courses may be used to satisfy some requirements for any degree offered at MTSU. Some degrees can be earned completely online.

MTSU Online and Hybrid Graduate and Undergraduate Degree Programs

Online Undergraduate Programs

- Criminal Justice Administration, B.S.
- Integrated Studies, B.S.
- B.A. in Communication
 - o Communication, Culture and Social Influence Concentration, B.A.
 - o Communication, Organizational Communication Concentration, B.A.
- B.S. in Communication
 - Communication, Culture and Social Influence Concentration, B.S.
 - Communication, Organizational Communication Concentration, B.S.
- B.S. in Professional Studies
 - Professional Studies, Healthcare Administration Concentration, B.S.
 - o Professional Studies, Information Technology Concentration, B.S.
 - Professional Studies, International Organizational Leadership Concentration, B.S.
 - Professional Studies, Organizational Leadership Concentration, B.S.
- Psychology, B.S.

Online Graduate Programs

- Aeronautical Science, M.S.
 - Aeronautical Science, Aviation Education Concentration, M.S.
 - o Aeronautical Science, Aviation Management Concentration, M.S.
 - Aeronautical Science, Aviation Safety and Security Management Concentration, M.S.
- Business Administration, M.B.A.
 - o Business Administration, M.B.A.
 - Business Administration, Concrete Industry Management Concentration, M.B.A.
 - o Business Administration, Health Care Management Concentration, M.B.A.
- Criminal Justice Administration, M.C.J.
- Curriculum and Instruction, English as a Second Language Concentration, M.Ed.
- Library Science, M.L.S
- Nursing, Advanced Practice: Family Nurse Practitioner Concentration, M.S.N..
- Professional Studies, M.P.S.
 - o Professional Studies, Human Resources Leadership Concentration, M.P.S.
 - Professional Studies, Strategic Leadership Concentration, M.P.S.
 - o Professional Studies, Training and Development Concentration, M.P.S.

Hybrid Undergraduate Programs

- Management, B.B.A.
- Marketing, B.B.A.
- Business Education, Teaching Licensure, B.S.
- Business Education, Non-teaching (Corporate Communication Technology Option), B.S.

Hybrid Graduate Programs

- Business Education, M.B.E.
- Social Work, Advanced Generalist Social Work Practice Concentration, M.S.W.

TN eCampus Online Courses

In 2015 the "Focus on College and University Success Act" proposed the creation of local boards for the six public universities outside the University of Tennessee system: Austin Peay State University, Middle Tennessee State University, Tennessee State University, Tennessee Tech University, East Tennessee State University, and the University of Memphis. Even though the public universities are no longer governed by the Tennessee Board of Regents, they continue to collaborate and participate in initiatives that benefit our state's students. One such initiative is the TN eCampus online program through which colleges and universities work cooperatively to allow students to earn college degrees entirely online.

The program currently offers the following undergraduate online degrees:

- B.S. in Professional Studies
 - Professional Studies, Information Technology Concentration, B.S.
 - o Professional Studies, International Organizational Leadership Concentration, B.S.
 - o Professional Studies, Organizational Leadership Concentration, B.S.
 - o Professional Studies, Healthcare Administration Concentration, B.S.

Students must

- earn a minimum of 120 hours;
- meet MTSU upper-division, residency, and senior hour requirements;
- meet MTSU General Education requirements;
- meet MTSU GPA requirements; and
- complete the courses outlined in the degree program.

The program currently offers the following graduate online degrees:

- Master of Professional Studies
 - o Professional Studies, Human Resources Leadership Concentration, M.P.S.
 - o Professional Studies, Strategic Leadership Concentration, M.P.S.
 - o Professional Studies, Training and Development Concentration, M.P.S.

Admissions, instruction, advising, library services, and other forms of student assistance are available online. The courses have been designed to be taught totally online in an interactive, asynchronous format. For questions, call 615-494-7714 or refer to www.mtsu.edu/university-college/advising/.

Synchronous Online Courses

Synchronous online courses are accessed over the Internet typically through MTSU's course management system. Synchronous online classes meet online at the time/days of the week specified in RaiderNet. A reliable computer with at minimum a DSL Internet (broadband) connection is needed to successfully access synchronous online course sessions. Hardware requirements include headphones, earbuds, speakers, and may include a microphone and/or web cam. During the class, students can hear and/or see the professor, and communication with the professor may take place through a microphone or text chat window. Only students with strong experience on the Internet should register for a synchronous online course. Courses may require proctored exams. Additional information may be obtained at Distance Course Definitions.

Accelerated Online Courses

Accelerated Online Courses are offered in two eight-week blocks each Fall and Spring semester. Students may take only up to 9 hours in each block (parts of term A1 and A2). Students may mix accelerated courses with full-term courses (not to exceed 18 hours total) and must register for A2 courses during regular registration. Special permission is required to add A2 part-of-term courses after late registration ends. Accelerated Online Courses may include optional orientations and proctored exams.

Academic Outreach

Adult Degree Completion Program

Some students may earn credits toward the B.S. in Integrated Studies or the B.S. in Professional Studies through a portfolio evaluation of prior learning. For more information, call (615) 494-7714 or visit www.mtsu.edu/adcp.

Off-campus Program

Credit courses are regularly scheduled at several off-campus locations in middle Tennessee, including Smyrna, Motlow, and Columbia State Community Colleges. These are scheduled as a result of requests made by business and industry, school systems, and agencies. For more information, contact (615) 898-2121 or visit www.mtsu.edu/university-college/outreach/off-campus.php.

Off-campus courses are also available at the Middle Tennessee Education Center (MTEC) located at 200 Dover Street, Suite J, in Shelbyville. For more information about MTEC and program and course offerings, call (931) 685-4444 or visit www.mteducationcenter.com.

Summer Sessions

University College directs MTSU Summer Sessions and is charged with the responsibility for providing a comprehensive and balanced selection of high quality summer academic course offerings to enable students to pursue undergraduate and graduate academic degree programs. Working in partnership with all academic departments and campus units, MTSU Summer Sessions is committed to offering outstanding learning opportunities that both complement and enhance the educational experiences offered during the other academic terms. More information is available by contacting the Summer Sessions Office at (615) 898-5783 or by visiting www.mtsu.edu/summer.

University Studies Department

The University Studies Department of the University College is committed to providing a firm foundation on which the student it serves can build a clear pathway leading to success within the university structure. The department helps students determine their ideal academic placement while providing an environment that helps them adapt and transition successfully to the university culture. Dedicated faculty and staff provide targeted instruction, support, and direction to entering students and those pursuing a Bachelor of Science degree. More information is available by visiting www.mtsu.edu/universitycollege/universitystudies/ or visiting University Studies. Students may also contact the University Studies Department at (615) 898.2568.

Experiential Learning Scholars Program (EXL)

The Experiential Learning Scholars Program formalizes and organizes several existing experiential learning activities such as study abroad and cooperative education and new experiential opportunities into a comprehensive program of study for students. Students formally admitted to the EXL Scholars Program must complete several activities: EXL coursework, an external service component, an MTSU internal service component, and assessment activities (including development of an e-portfolio). After their completion of EXL program requirements, students will receive an EXL Scholar designation on their transcripts and will wear special cords at commencement to signify their achievement. Some students may elect to take EXL courses, but may not complete all the requirements for the EXL Scholars Program transcript designation. More information can be found at www.mtsu.edu/exl/.

Professional Development

Professional Development Training offers a wide variety of programs and topics specializing programs to those interested in developing their professional expertise. We offer our programs in a variety of modes, helping people of all ages achieve CEU's and certificates, accomplish professional development goals, and pursue recreational and intellectual interests. Our diverse educational opportunities, quality programs, and dedicated service give lifelong learners access to the vast and valuable resources of our university. Hundreds of courses are available online or on demand covering topics as diverse as test preparation, software mastery, professional development, and personal enrichment. The department also offers and designs training programs for the State of Tennessee health and education departments. More information regarding this program can be found at www.advanceyourskills.com.

Emergency Medical Technician (EMT)

This office manages a state-certified program designed to meet the educational requirements of individuals who seek to become licensed Emergency Medical Technicians (EMT). The program is developed with two courses (1) Emergency Medical Technician (EMT) and (2) Advanced Medical Technician (AEMT). Students who successfully complete this course are eligible to take the National Registry of EMT's psychomotor and cognitive exams which lead to certification at the EMT level in Tennessee, as well as with the National Registry of EMTs. More information regarding this program can be found at www.mtsu.edu/university-college/training/emt.

Continuing Education Units

Professional Development also certifies, monitors, and tracks the issuance of continuing education units, continuing professional education units, and continuing legal education units for the University and various professional groups and organizations.

More Information

More information can be obtained by contacting the University College, (615) 494-7714. Additional information may be obtained by visiting www.mtsu.edu/universitycollege/.

University Studies

Marva Lucas, Chair

Alley, Boyle, Clark, Cobb, Duncan, Elliott, Fisher, Gray, Haber, Hatfield, Higgs, Johnson, Jones, Korstange, McCluney, McDaniel, Morris, Nelson, Olumoyin, Otts, Page, Raines, Rust, Schmidt, Stephens, Torku

The University Studies department of the University College is committed to serving first-year students, transfer students, and adult students admitted to MTSU. The department's objective is to work with students to determine their ideal academic placement, to assist them in their transition to the University, and to provide academic support and instruction where appropriate. The overarching mission of the University Studies department is to provide a firm and stable foundation enabling students to confidently and persistently work towards achieving their goals. The department is able to achieve this mission with the support of dedicated faculty and staff committed to empowering students to fulfill their academic ambitions.

In addition, the University Studies department works with students electing a broad-based educational experience rather than a program designed to meet specific vocational or professional job opportunities. The department offers the Bachelor of Science in Integrated Studies with an option for a concentration in Applied Leadership and the Bachelor of Science in Professional Studies with options for concentrations in Health Administration, Information Technology, International Organizational Leadership, or Organizational Leadership. The flexibility in course requirements for these programs of study may be particularly attractive to students who have earned numerous prior credits that can be applied to a four-year degree, have military or other significant training experiences that may qualify for prior learning assessment, and/or may need to study online.

Additional information about the Integrated Studies and Professional Studies majors may be obtained from University Studies or mtsu.edu/university-college/university-studies/index.php.

University Seminar (UNIV 1010)

UNIV 1010 is a visible demonstration of the University's commitment to the academic success of entering first-year students. Designed to equip students to move successfully from first-year status to graduating seniors, the course specifically provides information to ease the transition to the University during the first semester on campus and facilitates the development of strategies leading to a successful college career.

UNIV 1010 is a three-hour elective course. It focuses on helping students enhance academic skills to meet university expectations, clarify their career goals, develop time and financial management skills, develop critical thinking and communication skills through the discussion of relevant topics, and become aware of numerous campus resources devoted to student success. Course sections are capped at 25 students to promote a sense of community and to provide a "home base" for students during their first year. Honors sections of the course are also offered.

Successful Transitions (UNIV 2020)

UNIV 2020 is a one-hour elective course designed to assist new transfer students in transitioning to the MTSU campus environment and provide information that will maximize students' chances for success while minimizing the time required to achieve their educational goals. Learning modules are constructed around success strategies, the identification of campus resources, the development of a clear path toward the attainment of career goals, and the identification of ways to be involved on campus. Class sections are also kept small to promote a sense of community.

Academic Assessment Placement Testing

All entering degree-seeking students less than 21 years of age will be assessed initially for prescribed course placement according to valid ACT/SAT scores. Permissible scores are less than five years old. Students with ACT scores lower than 19 in reading or math or lower than 18 in English are required to register in prescribed courses. Students with SAT mathematics scores or critical reading scores less than 460 prior to March 18, 2016 and after March 18, 2016 less than 500 in mathematics or reading or less than 490 in English will have the same requirement. Although they are not required to take the Academic Assessment Placement test, students are invited to verify their placement by taking the test prior to registration.

Applicants who will be 21 years of age or older at the time of admission have the option to take an academic assessment placement test, provide ACT/SAT scores that have been taken within five years, or be placed in the first level of the appropriate required prescribed courses. For these purposes, academic assessment includes (1) a test in writing; (2) a test in reading comprehension; and (3) a test in mathematics covering algebra skills. The assessment exam is administered at MTSU or in select remote locations. All test scheduling is managed through the University Studies department. Additionally, transfer students who have not earned college-level, algebra-based mathematics, reading intensive credit, or English composition credits have the option to take the academic assessment test or be placed in the first level of the appropriate prescribed area.

Students admitted as Adult Special who have not completed the first college-level course in English composition, a reading intensive course, or algebra-based mathematics may elect to take the Academic Assessment Placement Test or be placed at the first level of the appropriate prescribed subject area. Adult Special students must also enroll in the prescribed courses prior to enrolling in any course that has the needed prescribed course as a prerequisite.

Below is a list of the required courses for students who either test into or are being placed according to ACT/SAT scores. Please note if you are required to take READ 1000K you will also be required to take HIST 2020L concurrently. The K sections of University seminar UNIV 1010 have a special focus on academic skills and are required of any student who initially places into two subject areas. Students are encouraged to discuss their test scores and prescribed course placement with their assigned advisors.

- ENGL 1010K Introduction to University Writing
- MATH 1000KC Essentials of Mathematics
- MATH 1010K Mathematics for General Studies
- MATH 1530K Applied Statistics
- MATH 1710K College Algebra
- READ 1000K Reading Skill Enrichment (paired with HIST 2020L, Survey U.S. History II)
- UNIV 1010K University Seminar

Academic Support

A number of support services provide tutoring to help students achieve the objectives in their courses. These are (1) the University Writing Center, (2) the Prescribed Course Reading Lab, and (3) the Prescribed Course Mathematics Lab. Free tutoring provided in the labs reinforces the curricula and objectives of the courses. In addition, advisors are available to assist students in all matters related to their academic standing. Each student is assigned an advisor who assists with scheduling and other concerns affecting academic success. Students should make appointments with their advisors before registration and should see their advisors at least twice during the semester.

Mandatory Enrollment

Students with prescribed course requirements must be continuously enrolled in the courses(s) until all have been successfully completed. Those failing a prescribed course must retake the course the next semester they enroll. They

may not drop a prescribed course without the approval of the chair of University Studies. Students are expected to attend all class sessions. Strict attendance policies are in place. A student may not take any course that requires skill in any area in which deficiency has been determined by the assessment tool.

Grades

To successfully complete some prescribed courses, students must earn a grade of C- or better. The grade of D is not assigned for those courses. Prescribed courses carry elective credit or satisfy General Education requirements and are also used to compute the overall GPA.

Integrated Studies, Applied Leadership, B.S.

University Studies 615-494-7714 Dianna Rust, program coordinator Dianna.Rust@mtsu.edu

The Bachelor of Science in Integrated Studies degree with a concentration in Applied Leadership is an interdisciplinary program and includes courses from the following departments: Communication Studies, Management, Military Science, Psychology, Sociology and Anthropology, and University Studies. The University works with corporate partners that make available to their employees this Applied Leadership focus on building greater depth in leadership.

The Applied Leadership concentration provides students with four undergraduate certificates of 10 credit hours each covering topics needed in today's business environment.

- Certificate in Leadership Theory
- Certificate in Communication and Problem-Solving
- Certificate in Leading Teams
- Certificate in Leading People and Managing Change

Each certificate consists of two seven-week online courses and a 40-hour onsite intensive training with additional online coursework. Completion of all four certificates will fulfill the major requirements of the Bachelor of Science (B.S.) in Integrated Studies, Applied Leadership concentration. Students must also meet all general education and other MTSU degree requirements. Elective course requirements for adult learners are often fulfilled through the Prior Learning Assessment (PLA) program, which evaluates college-level learning gained through work, training, certifications, licensure, military, and other programs. Details about the program should be discussed with student's advisor.

Academic Map

Following is a printable, suggested four-year schedule of courses:

Integrated Studies, Applied Leadership, B.S., Academic Map

Degree Requirements

General Education (41 hours)

General Education requirements (shown in curricular listings below) include courses in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences.

Major Requirements (40 hours)

Leadership Theory (10 hours)

- LEAD 3000 Leadership Tools and Self-Assessment 4 credit hours (intensive)
- MGMT 3940 Business Ethics 3 credit hours
- LEAD 3010 Leadership Theories and Practices 3 credit hours OR
- MGMT 4200 Leadership in Organizations 3 credit hours

Communication/Problem Solving (10 hours)

- COMM 3220 Small Group Communication 3 credit hours
- COMM 3500 Communication for Organizational Effectiveness 3 credit hours

Leading Teams (10 hours)

MS 4520 - Leading and Developing Teams 4 credit hours (intensive)

Choose two:

- MGMT 4680 Organization Behavior 3 credit hours
- PRST 4510 Using Teams to Facilitate Organizational Development 3 credit hours
- PSY 4810 Teams in Organizations 3 credit hours

Leading People/Managing Change (10 hours)

- MGMT 3800 Managing Change and Conflict in Organizations 3 credit hours
- SOC 3300 Diversity in the Workplace 3 credit hours
- MGMT 4600 Strategies for Collaboration in Diverse Organizations 4 credit hours OR
- SOC 4600 Strategies for Collaboration in Diverse Organizations 4 credit hours

Electives (39 hours)

- 4000-level electives 12 credit hours
- Unrestricted electives 27 credit hours

Total hours in program: 120

Curriculum: Integrated Studies, Applied Leadership

Curricular listings include General Education requirements in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences categories.

Freshman

- ENGL 1010 Expository Writing 3 credit hours (Comm)
- ENGL 1020 Research and Argumentative Writing 3 credit hours (Comm)
- Humanities and/or Fine Arts 3 credit hours
- Social/Behavioral Sciences 3 credit hours
- Mathematics 3 credit hours
- Natural Sciences 4 credit hours
- Electives 8 credit hours

- COMM 2200 Fundamentals of Communication 3 credit hours (Comm) OR
- SPCH 1010 Fundamentals of Speech Communication 3 credit hours (Comm)

Subtotal: 30 Hours

Sophomore

Choose 6 hours from:

- HIST 2010 Survey of United States History I 3 credit hours
- HIST 2020 Survey of United States History II 3 credit hours
- HIST 2030 Tennessee History 3 credit hours
- English literature **3 credit hours** (Hum/FA)
- Humanities and/or Fine Arts 3 credit hours
- Electives 9 credit hours
- Upper-division elective 2 credit hours
- Social/Behavioral Sciences 3 credit hours
- Natural Sciences 4 credit hours

Subtotal: 30 Hours

Junior

- LEAD 3000 Leadership Tools and Self-Assessment 4 credit hours
- COMM 3220 Small Group Communication 3 credit hours
- COMM 3500 Communication for Organizational Effectiveness 3 credit hours
- MGMT 3940 Business Ethics 3 credit hours
- Electives 10 credit hours
- LEAD 3010 Leadership Theories and Practices 3 credit hours OR
- MGMT 4200 Leadership in Organizations 3 credit hours

Subtotal: 30 Hours

Senior

- MS 4520 Leading and Developing Teams 4 credit hours
- MGMT 3800 Managing Change and Conflict in Organizations 3 credit hours
- SOC 3300 Diversity in the Workplace 3 credit hours
- Electives 8 credit hours
- Upper-division elective 2 credit hours
- MGMT 4600 Strategies for Collaboration in Diverse Organizations 4 credit hours OR
- SOC 4600 Strategies for Collaboration in Diverse Organizations 4 credit hours

Choose two:

- MGMT 4680 Organization Behavior **3 credit hours**
- PSY 4810 Teams in Organizations 3 credit hours
- PRST 4510 Using Teams to Facilitate Organizational Development **3 credit hours**

Integrated Studies, B.S.

University Studies 615-494-7714 Dianna Rust, program coordinator Dianna.Rust@mtsu.edu

The Bachelor of Science in Integrated Studies degree is an interdisciplinary degree program with instruction offered on the MTSU campus as well as online. This degree is extremely flexible and is an excellent option for students seeking a broad-based educational experience or wanting to custom-design a degree program. Those seeking this accelerated path to graduation choose two areas of emphasis (12 hours each) to meet personal and professional goals. Sample study subjects include child and family studies, communication studies, criminal justice, cultural studies, English or writing, health, human sciences, information technology, journalism or public relations, leadership studies, nutrition, office management, political science, psychology, sociology, teaching and learning, and women's studies.

Students who have accumulated a variety of course credits that are not easily applied to a particular degree program often find that they can be used in this program, allowing them to graduate earlier. **Elective course requirements** for adult learners are often fulfilled through the Prior Learning Assessment (PLA) program, which evaluates college-level learning gained through work, training, certifications, licensure, military, and other programs. Details about the program should be discussed with student's advisor.

Academic Map

Following is a printable, suggested four-year schedule of courses:

Integrated Studies, B.S., Academic Map

Degree Requirements

General Education (41 hours)

General Education requirements (shown in curricular listings below) include courses in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences.

Major Requirements (31 hours)

- PRST 3030 Senior Career Development Seminar 1 credit hour
- PRST 3995 Interdisciplinary Research and Problem Solving 3 credit hours
- PRST 4995 Culminating Project 3 credit hours
- First area of emphasis 12 credit hours
- Second area of emphasis 12 credit hours

Area of Support/Minor (18 hours)

Electives (30 hours)

- UNIV 1010 recommended 3 credit hours
- General electives 27 credit hours (discuss with advisor)

Total hours in program: 120

Curriculum: Integrated Studies

Curricular listings include General Education requirements in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences categories.

Freshman

- ENGL 1010 Expository Writing 3 credit hours (Comm)
- ENGL 1020 Research and Argumentative Writing 3 credit hours (Comm)
- COMM 2200 Fundamentals of Communication 3 credit hours (Comm)
- Humanities and/or Fine Arts 3 credit hours
- Social/Behavioral Sciences 3 credit hours
- Natural Sciences 4 credit hours
- Mathematics 3 credit hours
- Electives 6 credit hours (UNIV 1010 for freshmen or UNIV 2020 for transfer students recommended)
- Area of emphasis 3 credit hours

Subtotal: 31 Hours

Sophomore

- ENGL 2020 Themes in Literature and Culture 3 credit hours Hum/FA OR
- ENGL 2030 The Experience of Literature 3 credit hours Hum/FA OR
- HUM 2610 Foreign Literature in Translation 3 credit hours Hum/FA

Choose 6 hours from:

- HIST 2010 Survey of United States History I 3 credit hours
- HIST 2020 Survey of United States History II 3 credit hours
- HIST 2030 Tennessee History 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Social/Behavioral Sciences 3 credit hours
- Natural Sciences 4 credit hours
- Area of emphasis 3 credit hours
- Area of support/minor 3 credit hours
- Electives 6 credit hours

Subtotal: 31 Hours

Junior

- PRST 3030 Senior Career Development Seminar 1 credit hour
- PRST 3995 Interdisciplinary Research and Problem Solving 3 credit hours
- Area of emphasis 6 credit hours
- Area of emphasis (UD) 6 credit hours

- Area of support/minor 6 credit hours
- Upper-division electives 6 credit hours

Subtotal: 28 Hours

Senior

- PRST 4995 Culminating Project 3 credit hours
- Area of emphasis (UD) 6 credit hours
- Area of support/minor 9 credit hours
- Upper-division electives **9 credit hours**
- Elective 3 credit hours

Professional Studies, Healthcare Administration Concentration, B.S.

University Studies 615-494-7714 Dianna Rust, program coordinator Dianna.Rust@mtsu.edu

The Professional Studies program helps students prepare for management positions in the field of healthcare administration. The Professional Studies major consists of foundation courses in communications, statistics, supervision, organizational systems, organizational relations, and international context. The Healthcare Administration concentration focuses on classes in healthcare research, nursing leadership management, trends and issues in nursing healthcare, community health nursing, and international health.

NOTE: This major does not qualify you as an applicant for licensure consideration by the state of Tennessee. Many students who pursue this degree will be prepared for entry level healthcare administration positions. For information about the state of Tennessee's licensure requirements go to https://www.tn.gov/health/article/NHA-edu.

Academic Map

Following is a printable, suggested four-year schedule of courses:

Professional Studies, Healthcare Administration Concentration, B.S.

Degree Requirements

General Education (41 hours)

General Education requirements (shown in curricular listings below) include courses in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences.

Major Requirements (39 hours)

- Administration and Supervision 3 credit hours
- Organizational Systems 3 credit hours
- Team and Organizational Relations 3 credit hours
- Statistical Methods 3 credit hours
- Written Communication 6 credit hours
- International Context 3 credit hours
- Healthcare Research 3 credit hours
- Nursing Leadership and Management 3 credit hours
- Trends and Issues in Nursing 3 credit hours
- Community Health Nursing 3 credit hours
- International Health 3 credit hours
- Culminating Project 3 credit hours (PRST 3995 prerequisite for PRST 4995)

Electives (40 hours)

- UNIV 1010/UNIV 2020 recommended
- PRST 3995 required prerequisite for PRST 4995

Total hours in program: 120

Curriculum: Professional Studies, Healthcare Administration

Curricular listings include General Education requirements in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences categories.

Freshman

- ENGL 1010 Expository Writing 3 credit hours (Comm)
- ENGL 1020 Research and Argumentative Writing 3 credit hours (Comm)
- Social/Behavioral Sciences 3 credit hours
- Mathematics (MATH 1530 recommended) 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Natural Sciences 4 credit hours
- Electives (UNIV 1010 recommended) 8 credit hours
- COMM 2200 Fundamentals of Communication 3 credit hours OR (Comm)
- SPCH 1010 Fundamentals of Speech Communication (Comm) 3 credit hours

Subtotal: 30 Hours

Sophomore

Choose 6 hours from:

- HIST 2010 Survey of United States History I 3 credit hours
- HIST 2020 Survey of United States History II 3 credit hours
- HIST 2030 Tennessee History 3 credit hours
- English Literature (Hum/FA) 3 credit hours
- Social/Behavioral Sciences 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Natural Sciences 4 credit hours
- Electives 11 hours

Subtotal: 30 Hours

Junior

- Administration/Supervision 3 credit hours
- Team and Organizational Relations 3 credit hours
- Organizational Systems 3 credit hours

- International Context 3 credit hours
- HETH 4213 3 credit hours
- HETH 4210 3 credit hours
- COBH 4707 3 credit hours
- Electives 6 credit hours
- Upper-division elective 3 credit hours

Subtotal: 30 Hours

Senior

- PRST 4995 Culminating Project **3 credit hours** OR
- UNIV 4995 Culminating Project 3 credit hours
- Written Communication 6 credit hours
- Statistical Methods (all have prerequisites) 3 credit hours
- HETH 4211 3 credit hours
- HETH 4212 3 credit hours
- Electives (PRST 3995 prerequisite for PRST 4995) **12 credit hours**

Professional Studies, Information Technology Concentration, B.S.

University Studies 615-494-7714 Dianna Rust, program coordinator Dianna.Rust@mtsu.edu

The Professional Studies program helps students prepare for management positions in the field of information technology. The Professional Studies major consists of foundation courses in communications, statistics, supervision, organizational systems, organizational relations, and international context. The Information Technology concentration centers on software analysis, database management, data communications, and operating systems.

Academic Map

Following is a printable, suggested four-year schedule of courses:

Professional Studies, Information Technology Concentration, B.S.

Degree Requirements

General Education (41 hours)

General Education requirements (shown in curricular listings below) include courses in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences.

Major Requirements (39 hours)

- Administration and Supervision 3 credit hours
- Organizational Systems 3 credit hours
- Team and Organizational Relations 3 credit hours
- Statistical Methods 3 credit hours
- Written Communication 6 credit hours
- International Context 3 credit hours
- Management Information Systems Overview 3 credit hours
- Software 3 credit hours
- Files and Operating Systems 3 credit hours
- Database Management 3 credit hours
- Networks 3 credit hours
- Culminating Special Project (PRST/UNIV 4995) 3 credit hours (PRST 3995 prerequisite for PRST 4995)

Electives (40 hours)

- UNIV 1010/UNIV 2020 recommended
- PRST 3995 required prerequisite for PRST 4995

Total hours in program: 120

Curriculum: Professional Studies, Information Technology

Curricular listings include General Education requirements in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences categories.

Freshman

- ENGL 1010 Expository Writing 3 credit hours (Comm)
- ENGL 1020 Research and Argumentative Writing 3 credit hours (Comm)
- Social/Behavioral Sciences 3 credit hours
- Mathematics 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Natural Sciences 4 credit hours
- Electives (UNIV 1010/UNIV 2020 recommended) 8 credit hours
- COMM 2200 Fundamentals of Communication 3 credit hours (Comm) OR
- SPCH 1010 Fundamentals of Speech Communication 3 credit hours (Comm)

Subtotal: 30 Hours

Sophomore

Choose 6 hours from:

- HIST 2010 Survey of United States History I 3 credit hours
- HIST 2020 Survey of United States History II 3 credit hours
- HIST 2030 Tennessee History 3 credit hours
- English Literature (Hum/FA) 3 credit hours
- Social/Behavioral Sciences 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Natural Sciences 4 credit hours
- Electives 11 hours

Subtotal: 30 Hours

Junior

- Administration/Supervision 3 credit hours
- Team and Organizational Relations 3 credit hours
- Organizational Systems 3 credit hours
- International Context 3 credit hours
- Written Communication 3 credit hours
- UNIV 4706 3 credit hours
- PTMA 3020 or MGMT 3220 3 credit hours
- Electives 6 credit hours
- Upper-division electives 3 credit hours

Subtotal: 30 Hours

Senior

- PRST 4995 Culminating Project 3 credit hours OR
- UNIV 4995 Culminating Project 3 credit hours
- Written Communication 3 credit hours
- Statistical Methods (all have prerequisites) 3 credit hours
- CSCI 3222 3 credit hours
- INFS 3700 3 credit hours
- INFS 4900 3 credit hours
- Electives (PRST 3995 prerequisite for PRST 4995) 12 credit hours

Professional Studies, International Organizational Leadership Concentration, B.S.

University Studies 615-494-7714 Dianna Rust, program coordinator Dianna.Rust@mtsu.edu

The Professional Studies program helps students prepare for management positions in organizational leadership with a focus on international management. The Professional Studies major consists of foundation courses in communications, statistics, supervision, organizational systems, organizational relations, and international context. The International Organizational Leadership concentration teaches about international management, international law, political economy, intercultural communication, and international relations.

Academic Map

Following is a printable, suggested four-year schedule of courses:

Professional Studies, International Organizational Leadership Concentration, B.S.

Degree Requirements

General Education (41 hours)

General Education requirements (shown in curricular listings below) include courses in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences.

Major Requirements (39 hours)

- Administration and Supervision 3 credit hours
- Organizational Systems 3 credit hours
- Team and Organizational Relations 3 credit hours
- Statistical Methods 3 credit hours
- Written Communication 6 credit hours
- International Context 3 credit hours
- International Management 3 credit hours
- International Law 3 credit hours
- International Political Economy 3 credit hours
- International Communication 3 credit hours
- Theories and Concepts in International Relations 3 credit hours
- Culminating Special Project (PRST/UNIV 4995) 3 credit hours (PRST 3995 prerequisite)

Electives (40 hours)

- UNIV 1010/UNIV 2020 recommended
- PRST 3995 required prerequisite for PRST 4995

Total hours in program: 120

Curriculum: Professional Studies, International Organizational Leadership

Curricular listings include General Education requirements in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences categories.

Freshman

- ENGL 1010 Expository Writing 3 credit hours (Comm)
- ENGL 1020 Research and Argumentative Writing 3 credit hours (Comm)
- Social/Behavioral Sciences 3 credit hours
- Mathematics 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Natural Sciences 4 credit hours
- Electives (UNIV 1010/UNIV 2020 recommended) 8 credit hours
- COMM 2200 Fundamentals of Communication 3 credit hours (Comm) OR
- SPCH 1010 Fundamentals of Speech Communication 3 credit hours (Comm)

Subtotal: 30 Hours

Sophomore

Choose 6 hours from:

- HIST 2010 Survey of United States History I 3 credit hours
- HIST 2020 Survey of United States History II 3 credit hours
- HIST 2030 Tennessee History 3 credit hours
- English Literature (Hum/FA) 3 credit hours
- Social/Behavioral Sciences 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Natural Sciences 4 credit hours
- Electives 11 hours

Subtotal: 30 Hours

Junior

- Administration/Supervision 3 credit hours
- Team and Organizational Relations 3 credit hours
- Organizational Systems 3 credit hours
- International Context 3 credit hours
- Written Communication 3 credit hours
- BMGT 3600 3 credit hours
- POLI 4350 3 credit hours
- Electives 6 credit hours
- Upper-division elective 3 credit hours

Subtotal: 30 Hours

Senior

- PRST 4995 Culminating Project 3 credit hours OR
- UNIV 4995 Culminating Project 3 credit hours
- Written Communication 3 credit hours
- Statistical Methods (all have prerequisites) 3 credit hours
- PS 3510 3 credit hours
- COMM 3560 3 credit hours
- POLS 4508 3 credit hours
- Electives (PRST 3995 prerequisite for PRST 4995) 12 credit hours

Professional Studies, Organizational Leadership Concentration, B.S.

University Studies 615-494-7714 Dianna Rust, program coordinator Dianna.Rust@mtsu.edu

The Professional Studies program helps students prepare for management positions in the field of organizational leadership. The Professional Studies major consists of foundation courses in communications, statistics, supervision, organizational systems, organizational relations, and international context. The Organizational Leadership concentration courses concentrate on public relations, psychology, business etiquette, human resources, and cultural diversity.

Academic Map

Following is a printable, suggested four-year schedule of courses:

Professional Studies, Organizational Leadership Concentration, B.S.

Degree Requirements

General Education (41 hours)

General Education requirements (shown in curricular listings below) include courses in Communication, History, Humanities and/or Fine Arts, Mathematics, Natural Sciences, and Social/Behavioral Sciences.

Major Requirements (39 hours)

- Administration and Supervision 3 credit hours
- Organizational Systems 3 credit hours
- Team and Organizational Relations 3 credit hours
- Statistical Methods 3 credit hours
- Written Communication 6 credit hours
- International Context 3 credit hours
- Organizational Leadership Concentration 15 credit hours
- Culminating Special Project (PRST/UNIV 4995) 3 credit hours (PRST 3995 required for PRST 4995)

Electives (40 hours)

- UNIV 1010/UNIV 2020 recommended
- PRST 3995 required prerequisite for PRST 4995

Total hours in program: 120

Curriculum: Professional Studies, Organizational Leadership

Freshman

- ENGL 1010 Expository Writing 3 credit hours (Comm)
- ENGL 1020 Research and Argumentative Writing 3 credit hours (Comm)
- Social/Behavioral Sciences 3 credit hours
- Mathematics 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Natural Sciences 4 credit hours
- Electives (UNIV 1010/UNIV 2020 recommended) 8 credit hours
- COMM 2200 Fundamentals of Communication 3 credit hours (Comm) OR
- SPCH 1010 Fundamentals of Speech Communication 3 credit hours (Comm)

Subtotal: 30 Hours

Sophomore

Choose 6 hours from:

- HIST 2010 Survey of United States History I 3 credit hours
- HIST 2020 Survey of United States History II 3 credit hours
- HIST 2030 Tennessee History 3 credit hours
- English Literature (Hum/FA) 3 credit hours
- Social/Behavioral Sciences 3 credit hours
- Humanities and/or Fine Arts 3 credit hours
- Natural Sciences 4 credit hours
- Electives 11 credit hours

Subtotal: 30 Hours

Junior

- Administration/Supervision 3 credit hours
- Team and Organizational Relations 3 credit hours
- Organizational Systems 3 credit hours
- International Context 3 credit hours
- Statistical Methods 3 credit hours
- Organizational Communication concentration 9 credit hours
- Elective 3 credit hours
- Upper-division elective 3 credit hours

Senior

- PRST 4995 Culminating Project 3 credit hours OR
- UNIV 4995 Culminating Experience 3 credit hours
- Written Communication 6 credit hours
- Organizational Leadership concentration 6 credit hours
- Electives (PRST 3995 prerequisite for PRST 4995) **15 credit hours**

Academic Success Program

ACA 3000 - Theory and Practice of College Peer Tutoring

1 credit hour Prerequisite: Consent of department. Provides training in the knowledge and fundamental skills useful to tutors in various academic disciplines. Pass/Fail.

Cooperative Education

COED 2930 - Cooperative Education

3 credit hours Experiential learning that occurs in real employment situations. Must be taken in sequence or approved by the director of Cooperative Education. Graded on a pass/fail basis.

COED 2940 - Cooperative Education

3 credit hours Experiential learning that occurs in real employment situations. Must be taken in sequence or approved by the director of Cooperative Education. Graded on a pass/fail basis.

COED 3970 - Cooperative Education

3 credit hours Experiential learning that occurs in real employment situations. Must be taken in sequence or approved by the director of Cooperative Education. Graded on a pass/fail basis.

COED 3980 - Cooperative Education

3 credit hours Experiential learning that occurs in real employment situations. Must be taken in sequence or approved by the director of Cooperative Education. Graded on a pass/fail basis.

Developmental Studies Math

DSPM 0700 - Basic Mathematics

3 credit hours Prerequisite: Placement pretesting. Intensive study of all mathematical operations with whole numbers, decimals and fractions, percent and equivalency, units of measure, word problems, geometry, graphs, elementary probability, and statistics. (All DSP 0700 courses are taught by Motlow State Community College faculty on the MTSU campus.)

Developmental Studies Reading

DSPR 0700 - Basic Reading

3 credit hours Prerequisite: Placement pretesting. Intensive practice in identifying main ideas, sequencing, locating facts, using contextual clues,

drawing conclusions, and making inferences. (All DSP 0700 courses are taught by Motlow State Community College faculty on the MTSU campus.)

Developmental Studies Writing

DSPW 0700 - Basic Writing

3 credit hours Prerequisite: Placement pretesting. Intensive practice in paragraph and sentence construction; intensive review of basics of spelling, grammar, and punctuation. Skills refined through individualized laboratory work. (All DSP 0700 courses are taught by Motlow State Community College faculty on the MTSU campus.)

Experiential and Service Learning

EXL 2010 - Service Learning Practicum

1 credit hour Prerequisite: Permission of instructor. Opportunity to take part in service-learning projects with community partners. Pass/Fail. (May be repeated for a total of two credits.)

EXL 2020 - Leadership Studies Practicum

1 credit hour Prerequisite: Permission of instructor. Opportunity to enhance personal leadership development and understanding through campus- or community-based projects. Pass/Fail. (May be repeated for a total of two credits.)

EXL 2030 - Civic Engagement Practicum

1 credit hour Prerequisite: Permission of instructor. Opportunity to take part in civic engagement projects with community partners. Pass/Fail. May be repeated for a total of two credits.)

EXL 3010 - Service Learning Practicum

1 to 3 credit hours Prerequisite: Permission of instructor. Opportunity to take part in service-learning projects with community partners. Pass/Fail. (May be repeated for a total of up to six credits.)

EXL 3020 - Leadership Studies Practicum

1 to 3 credit hours Prerequisite: Permission of instructor. Opportunity to enhance personal leadership development and understanding through campus- or community-based projects. Pass/Fail. (May be repeated for a total of up to six credits.)

EXL 3030 - Civic Engagement Practicum

1 to 3 credit hours Prerequisite: Permission of instructor. Opportunity to take part in civic engagement projects with community partners.

Pass/Fail. (May be repeated for a total of up to six credits.)

EXL 4000 - Experiential Learning Seminar

1 credit hour Prerequisites: Senior standing, EXL Scholars Program participant. Culminating experience for students in the EXL Scholars Program. Students will develop an e-portfolio of experiential and service-learning experiences and will participate in discussions of their EXL experiences.

Liberal Studies

LIST 3980 - Cooperative Education 3 credit hours

Professional Studies

PRST 3010 - Prior Learning Assessment

3 credit hours Prerequisites: ENGL 1010 and ENGL 1020 or equivalent; permission of instructor. Students will be required to prepare a portfolio of their college-level experiential learning for credit assessment; participate in a formal assessment process, and pass course PRST 3010. Students should consult their advisors to determine if experiential learning credit might be an option for them. Prior-Learning Assessed credit may be applied to the B.S. in Integrated Studies, Professional Studies, and Liberal Studies. PLA credit may also be applied to other degree programs. Check with your college advisor.

PRST 3030 - Senior Career Development Seminar 1 credit hour Prerequisites: LEAD 3010 and junior or senior standing. Requires writing for the employment acquisition process including resumes, cover letters, business letters, and employment philosophy statements. Emphasis placed on effective written and verbal communications and media presentations. Explores the career acquisition and development process. Includes networking, effective listening, and business etiquette.

PRST 3995 - Interdisciplinary Research and Problem Solving

3 credit hours Prerequisites: Junior standing; B.S. in Integrated Studies, Professional Studies, Liberal Studies majors only. Offers preparation for the culminating project (PRST 4995) course or senior capstone (PRST 4010). Explores and applies interdisciplinary research theory and processes. Emphasis on identifying interdisciplinary research problems, determining relevant disciplines,

conducting a literature search, evaluating research, properly citing sources in writing, integrating disciplinary insights, and developing research proposal.

PRST 4010 - Senior Capstone

3 credit hours Prerequisites: LEAD 3010, PRST 3030, and senior standing. Coalesces the knowledge and skill sets developed in LEAD 3010, and PRST 3030 with the student's academic content areas of emphasis. Culminates in the creation of a capstone reflective electronic portfolio that demonstrates competencies and skills gained throughout the academic program of study.

PRST 4110 - Internship for Liberal Studies, Professional Studies, and Integrated Studies Majors

Prerequisite: Permission of internship coordinator; for juniors and seniors who are Liberal Studies, Professional Studies, and Integrated Studies majors. Provides students with practical experience in applying coursework to actual situations and projects in organizations, both on and off campus, in a supervised internship program. Students will also produce a final report reflecting on how their coursework integrates into the internship experience. Includes a field aspect and online assignments.

PRST 4510 - Using Teams to Facilitate Organizational Development

3 credit hours Studies organizations as systems and how teams can help facilitate change in organizations.

PRST 4520 - Leading and Developing Teams 4 credit hours (Same as MS 4520.) Introduces students to the military definition of leadership and provides knowledge on how to design and implement training strategies to continuously improve their team's performance.

PRST 4995 - Culminating Project

3 credit hours Prerequisites: PRST 3995; senior standing. A capstone course in which students demonstrate skills and knowledge from the program of study. The culminating project takes the form of an academic research paper which should demonstrate synthesis of a student's coursework.

Reading

READ 1010 - Reading Lab

1 credit hour Prerequisite: Must be corequisite with a lower-division course. Enables students to integrate discipline-specific reading and study skills necessary

to be successful in a linked lower-division University course. Combines directed projects, small and large group discussion, and assignments tailored to the course with which it is linked.

University Seminar

UNIV 1000 - English Language Seminar

1 credit hour Reserved for participants in the English Language School and not for degree-seeking students. Credits not applicable to a degree program; elective credit only. May repeat up to 6 hours. Pass/Fail.

UNIV 1010 - University Seminar

3 credit hours Provides information to ease the transition to college during the first semester on campus. Helps student develop strategies for a successful college career.

UNIV 2020 - Successful Transitions

1 credit hour A seminar for transfer students. Facilitates successful transition to the University through group interaction and collaboration, goal setting, self-management, and accessing campus resources.

UNIV 3000 - MT Engage Practicum

1 to 3 credit hours Prerequisites: Completion of a minimum of 3 hours of an MT Engage coursework (AMTE attribute); junior standing. Refines integrative thinking/reflection, presentation and interpersonal skills, and technical knowledge of ePortfolios. Focuses on best practices for ePortfolios and gains exposure to research and literature on integrative thinking/reflection. Students will answer one-on-one technical and non-technical questions about integrative thinking and ePortfolio development for MT Engage students; present group workshops; and speak to classes and student organizations about MT Engage.

UNIV 4010 - MTSU Institute of Leadership Excellence

3 credit hours Prerequisites: Permission of instructor; 3.0 cumulative GPA; must have completed 60 credit hours by start of course. An intensive learning experience in leadership excellence. Involves significantly more clock hours than the typical three-credit-hour course but offers a remarkably unique experience. The institute has three primary objectives: academic study of leadership theory and practice, with an emphasis on application; extensive exposure to accomplished leaders; and completion of a substantial student project, a part of which will be a personal action plan for leadership growth. Participants must be prepared to attend morning, afternoon, and evening sessions for three weeks during S1-May Term.