Catalog Home

Office of the Registrar

Indiana University-Purdue University Fort Wayne
2101 E. Coliseum Blvd.
Fort Wayne, IN 46805-1499

Your Graduate University

Office of the Graduate Studies | Kettler Hall, Room 176 | 260-481-6795

About this Bulletin

The *Bulletin* provides information about the graduate programs, rules, courses, and faculty of Indiana University-Purdue University Fort Wayne (IPFW). Information about IPFW's undergraduate programs appears in a separate publication, the *IPFW Undergraduate Bulletin*.

Information in the *Bulletin* will help students make important choices about their education, and it will familiarize them with the many important services IPFW provides. Since the *Bulletin* is a primary resource for making decisions about an IPFW education, it is important for students to refer to it throughout their tenure at the university.

Changes occur as needs arise. Changes in rules and procedures generally become effective at the time they are published. Also, new or changed academic program requirements may provide you with additional options. Because of this, you should review statements on IPFW services, policies, programs, and courses in each new edition of the *Bulletin* published while you are a student. When you enter a degree or certificate program, you will be required to fulfill the requirements published in the *Bulletin* (or its supplement or departmental regulation) current at the time of your most recent entry or re-entry into that program at IPFW. Only with the written acknowledgment of your academic advisor can you elect to fulfill the requirements in any subsequent *Bulletin* or supplement. Your academic advisor can assist you with this choice and ensure that such changes are officially recorded.

Note: The information in this *Bulletin* is subject to change without notice. Actions by accrediting agencies, federal and state governments, and the boards of trustees, administration, and faculty of the universities may produce such changes.

Welcome to IPFW

Welcome to IPFW,

Thank you for selecting Indiana University–Purdue University Fort Wayne for your graduate studies. If you earned an undergraduate degree here, we're glad to have you back. If you are new, we hope you will soon feel at home on campus.

Our graduate curricula are of the highest quality. Our graduate faculty members are dedicated teachers, as well as nationally and internationally known scholars and researchers. The professional accreditations maintained by specific degree programs are further assurance that IPFW degrees adhere to recognized national standards.

IPFW graduate programs were created to meet the specific educational needs of individuals and businesses in northeast Indiana. The programs are designed to prepare leaders for our increasingly diverse society and sophisticated workplace. Many graduate programs offer unique theoretical and practical learning experiences that draw on community resources. Small class sizes give you and the faculty the opportunity for in-depth exploration of complex subjects.

Please remember that university services and support programs are for all students. The recreational facilities of Gates Sports Center, resources of Helmke Library, musical performances at The John and Ruth Rhinehart Music Center, plays at Williams Theatre, and job placement services through Career Services are just a few of the opportunities available to you.

Best wishes for achieving your personal and career goals through graduate studies at IPFW.

Sincerely,

Michael A.Wartell
Chancellor

Part 1 — General Information

Click on a link to be taken to the entry below.

- Office of Graduate Studies
- From the Director's Desk
- Graduation Degree and Certificate Programs
- Graduate Admission at IPFW
- Academic Calendar
  - Academic Calendar 2010 – 11
  - Academic Calendar 2011 – 12

Welcome to graduate studies at Indiana University–Purdue University Fort Wayne. You have chosen to attend the premier center for academic excellence in northeast Indiana. IPFW offers more academic and extracurricular opportunities than any other higher education institution in the region. A joint campus of two internationally recognized Big Ten schools, IPFW grants both Indiana University and Purdue University degrees.

IPFW offers several challenging and exciting graduate programs for those seeking to further their education. The IU and Purdue commitments to excellence in teaching, research, and service are reflected in all of our graduate programs. The university takes advantage of the latest technologies in order to enhance information exchange, classroom instruction, research, and communications. Indiana University and Purdue University carry traditions of distinction in the humanities, fine arts, health sciences, social sciences, business, education, engineering, technology, and computer science.

IPFW provides access to an excellent education through academic diversity, flexibility, and affordability. IPFW students have access to superior research, academic, and extracurricular pursuits. IPFW is committed to the continued educational, economic, and cultural development of its 11-county service area.

More than 13,000 students are enrolled in more than 200 academic programs. The university offers undergraduate and graduate degrees as well as certificate options. Some 19,000 additional students pursue noncredit continuing education courses. While the diverse student body continues to grow, the average class size remains 22.

IPFW's graduate programs and courses are delivered through nine colleges, schools, or divisions:

College of Arts and Sciences *www.ipfw.edu/as*

Doermer School of Business and Management Sciences *www.ipfw.edu/bms*

School of Education *www.ipfw.edu/educ*

College of Engineering, Technology, and Computer Science *www.etcs.ipfw.edu*

College of Health and Human Services *www.ipfw.edu/hsc*

College of Visual and Performing Arts *www.ipfw.edu/vpa*

Division of Continuing Studies *www.ipfw.edu/dcs*

Division of Labor Studies *www.labor.iu.edu*

Division of Public and Environmental Affairs *www.ipfw.edu/spea*

The university is accredited by The Higher Learning Commission of the North Central Association of Colleges and Schools. Various colleges, schools, divisions, and programs have earned additional accreditation through professional societies.

IPFW is a member of the Council of Graduate Schools and the Midwestern Association of Graduate Schools.

Office of Graduate Studies

Mission. The mission of the IPFW Office of Graduate Studies is to facilitate offering a range of distinctive graduate programs, especially targeted professional master's degree programs, important to the social, economic, cultural, and intellectual life of northeast Indiana.

Vision. IPFW will fulfill its roles as a comprehensive, public university and the largest provider of higher education in northeast Indiana through strategic visioning and accountability for graduate education services. Through collaborations with other campuses and organizations, including civic and corporate, IPFW will assess and respond to the graduate education needs of vital social, economic, cultural, and intellectual institutions and communities throughout the region.

Its programs will be of demonstrated quality and recognized nationally for the marriage of practical and liberal education, especially education that develops professional expertise based upon the cultivation of the skills of discovery and synthesis that support problem solving and innovation. To achieve this status, graduate programs at IPFW will be known for challenging, active-learning curricula that are based in research and field experience; a community of creative, motivated students and faculty; student and faculty involvement in research supported by grants and contracts; and rigorous program evaluation that includes professional placement and success of graduates.

Graduates will be prepared to fulfill individual and collective responsibilities and goals and will model advancements in production, services, and professional practice in the industrial, corporate, social service, civic, education, and other sectors of society.

Contact:
Douglas W. Townsend
Director of Graduate Studies
Kettler Hall, Room 176
260-481-6795
Fax: 260-481-5773

From the Director's Desk

The Office of Graduate Studies at IPFW provides an ever-growing array of programs ideally suited to serve the educational needs of northeast Indiana. Graduate education serves three vital functions for our community. First, graduate education is an important component of workforce development, providing the high-level skills and abilities required in the marketplace. Secondly, graduate education supports the development of the education infrastructure, providing teachers, professors, and administrators with the knowledge and skills they require to shape the future of education in the region and the country. And finally, graduate education offers the opportunity for discovery and re-discovery, creating new knowledge to help us understand our rapidly changing world.

Through the Office of Graduate Studies, IPFW addresses all of these vital functions. The MBA provides the advanced study required in the corporate community, while our programs in education serve teachers, administrators, and professional staff in K-12 schools across the region. The public affairs and public management programs and the nursing programs prepare graduates to work in the public and health sectors, while professional communication graduates work as communication specialists in both public and private organizations. Advanced scientific and technical education is available in biology, computer science, engineering, technology, and mathematical sciences.

Furthermore, professionally oriented programs are also available in English and sociological practice, and the Master of Liberal Studies program offers a flexible liberal arts curriculum. The program in Organizational Leadership and Supervision offers specialties in leadership and human resources. Advanced certificate programs are available in a number of areas including statistics, public management, teaching English as a second language, nursing, and organizational leadership and supervision. Additional programs are always under development to meet the ever-growing and ever-changing needs of the community.

The IPFW Office of Graduate Studies is here to serve its students and its community. Please let us know how we can help.

Best wishes,

Douglas W. Townsend
Director of Graduate Studies

Graduation Degree and Certificate Programs

Graduate degree and certificate programs you can complete at IPFW appear below and are fully described in Part 2. Additional programs are under development. Contact the Office of Graduate Studies for the most recent information.

Program	University	Degree/Certificate
Applied Computer Science	Purdue	Master of Science
Applied Statistics	Purdue	Certificate in Applied Statistics
Biology	Purdue	Master of Science

Business	Indiana	Master of Business Administration
Education	Indiana	Master of Science in Education
		Counseling *Educational Leadership* *Elementary Education* *Secondary Education* *Special Education*
Engineering	Purdue	Master of Science in Engineering
		Computer Engineering *Electrical Engineering* *Mechanical Engineering* *Systems Engineering*
English	Indiana	Master of Arts
		Master of Arts for Teachers
		Graduate Certificate in Teaching English as a New Language
Liberal Studies	Indiana	Master of Liberal Studies
Mathematical Sciences	Purdue	Master of Science
		Certificate in Applied Statistics
		Master of Arts in Teaching
Nursing	Purdue	Master of Science
		Nurse Executive *Family Nurse Practitioner** *Adult Health Clinical* *Nurse Specialist** *Critical Care Clinical*
		Certificate in Nursing Administration
Organizational Leadership and Supervision	Purdue	Master of Science
		Human Resources *Leadership*
Professional Communication	Purdue	Master of Arts
		Master of Science

Public Affairs	Indiana	Master of Public Affairs

Criminal Justice
Health Systems Administration
Public Management

Public Management	Indiana	Master of Public Management

Certificate in Public Management

Sociological Practice	Indiana	Master of Arts
Speech-Language Pathology	Purdue	Master of Arts

(pending approval)

Technology	Purdue	Master of Science

Information Technology
Industrial Technology
Facilities/Construction Management

* In cooperation with Purdue University Calumet

Accreditation. IPFW is accredited by The Higher Learning Commission of the North Central Association of Colleges and Schools. Information about North Central accreditation is available from the vice chancellor for academic affairs (KT 170, 260- 481-6805). You may also contact the North Central Association directly by writing to 39 N. LaSalle St., Suite 2400, Chicago, IL 60602-2504; or by phone at 800-621-7440. Professional accreditation by specific programs is shown in Part 2.

Graduation and persistence rates. Graduation and persistence rate information for IPFW is available in Admissions and the registrar's office.

Affiliation with Indiana University or Purdue University. IPFW is a campus of both Indiana University and Purdue University. If you are enrolled at IPFW as an Indiana University student and transfer to another campus of Indiana University, all credits and grades you have earned will be retained on your academic record. The same is true if you are enrolled at IPFW as a Purdue University student and transfer to another campus of Purdue University. However, if you change your university affiliation when transferring from IPFW to another campus, courses completed at IPFW will be treated as transfer credit. Similarly, if you have taken courses at another Indiana University or Purdue University campus, those prior credits will be included on your record if you enroll in the same university's program at IPFW. Your unit will decide how prior credits will apply to your program.

Graduate Admission at IPFW

You must be formally accepted as a graduate student at IPFW before you are eligible to register for graduate classes. For admission to programs offered through Purdue University, you should apply online at www.purdue.edu/gradschool/admissions/admissions.html. Indiana University admission applications may be obtained from the IPFW graduate admissions clerk, KT 108A, 260-481-6812 (TTY 260-481-6820), or from the IPFW college, school, division, or department that offers the program you wish to enter.

Classification of applicants. Applicants for admission to most IPFW graduate programs are classified as 1) regular (degree-seeking), 2) nondegree (temporary, nondegree-seeking), 3) visiting, or 4) re-entry.

Regular admission. You are classified as an applicant for regular admission if you are seeking admission into an IPFW graduate degree program.

Successful candidates for regular graduate admission include promising applicants who: 1) have earned baccalaureate degrees from colleges or universities of recognized standing; 2) have completed studies equivalent to those required of Indiana University or Purdue University baccalaureate recipients; and 3) have earned a B or better average in their undergraduate major. Regular admission, with specific conditions, may be available if you do not meet the above criteria. Some graduate programs at IPFW may impose higher or more specific criteria and may require you to provide additional evidence of previous academic performance (see Part 2).

After you furnish all required information and related documents, your application will be considered by the academic unit that offers the program you seek. For some graduate programs at IPFW, your application will also be considered by the Purdue University Graduate School, the Indiana University Graduate School, or another office responsible for admission to the program you have selected.

Completed applications for regular admission and all required supporting materials have deadlines that vary. Contact your program office for deadline information.

You must reapply for admission if you do not enroll within two years of your admission semester/session.

Graduate Record Examination. As a degree-seeking applicant, you should take the Graduate Record Examination (GRE) if you: (1) are seeking admission to a program that requires it (see Part 2); (2) wish to be considered for certain fellowship opportunities; (3) believe your previous academic record does not adequately reflect your abilities; (4) received a baccalaureate degree from a nonaccredited institution; or (5) elect to use the GRE Aptitude Test as a means to document proficiency in English.

English language proficiency. The language of instruction at IPFW is English. Therefore, proficiency in reading, writing, speaking, and understanding English is vital to your academic success. If your native language is not English, you must provide evidence of your English language ability at the time you apply for admission. Normally this is done by taking the Test of English as a Foreign Language (TOEFL) and submitting the results as part of your admission application. Additional requirements for demonstrating English language proficiency after you are admitted are stated in Part 5 of this *Graduate Bulletin* ("Academic Regulations for Graduate Students").

Non-degree admission. You are considered an applicant for non-degree (temporary) admission if you: 1) have earned a baccalaureate or advanced degree; 2) do not intend to pursue another degree; and 3) are seeking only personal or professional enrichment. You must be prepared to demonstrate that you have the necessary preparation for any course(s) in which you wish to enroll and may be required to obtain approval from the course instructors.

You may later seek regular admission and request that courses you completed while in non-degree admission status be considered for application toward a degree. The applicability of these courses will be determined by the college, school, division, or department that offers the program you are seeking, and typically no more than 12 credits will be considered.

Visiting students. If you are a graduate student in good standing at another accredited graduate school, you may apply for one semester's admission as a visiting non-degree student. Graduate students from institutional members of the CIC consortium may be visiting students for up to one year. Under the above circumstances, the IPFW Graduate Admissions office will assist with your application.

Re-entry. You are considered an applicant for re-entry if: 1) you previously were regularly admitted to an IPFW graduate program, have not registered for classes at IPFW for more than one year (or at any other Indiana University or Purdue University campus for more than one semester), and wish to resume your studies in the program in which you were last enrolled; or 2) you previously were admitted to an IPFW graduate program in a non-degree classification,

have not attended IPFW for more than one year, still meet the criteria for non-degree graduate admission status, and wish to resume your studies under this classification.

You must file a re-entry application at the IPFW Graduate Admissions office. Since your re-entry application will be subject to approval under applicable admission and academic policies of the IPFW graduate program in which you were last enrolled, you must allow ample time for processing.

Academic Calendar

Academic Calendar 2010–11

Fall Semester 2010

Classes begin	Monday, Aug. 23, 2010
Labor Day Holiday begins 4:30 p.m.	Friday, Sept. 3, 2010
Classes resume	Tuesday, Sept. 7, 2010
Fall break	Monday-Tuesday, Oct. 11–12, 2010
Thanksgiving recess begins after last class	Tuesday, Nov. 23, 2010
Classes resume	Monday, Nov. 29, 2010
Last week of classes/final exams	Monday-Sunday, Dec. 13–19, 2010
Classes and exams end	Sunday, Dec. 19, 2010

Spring Semester 2011 begins
Monday, Dec. 20, 2010

Winter Intersession

Classes begin	Monday, Dec. 20, 2010
Holiday recess begins	Friday, Dec. 24, 2010
Classes resume	Monday, Dec. 27, 2010
Holiday recess begins	Friday, Dec. 31, 2010
Classes resume	Monday, Jan. 3, 2011
Classes and exams end	Sunday, Jan. 9, 2011

Spring Session

Classes begin	Monday, Jan. 10, 2011
Martin Luther King Jr. Day Holiday	Monday, Jan. 17, 2011
Spring break begins	Monday, March 7, 2011
Classes resume	Monday, March 14, 2011
Classes suspended 4:30 p.m.	Friday, April 22, 2011
Classes resume	Monday, April 25, 2011
Last week of classes/final exams	Monday-Sunday, May 2–8, 2011
Classes and exams end	Sunday, May 8, 2011

Summer Semester 2011 begins   Monday, May 9, 2011

Summer Session I

Classes begin   Monday, May 16, 2011
Memorial Day Holiday begins 4:30 p.m.   Friday, May 27, 2011
Classes resume   Tuesday, May 31, 2011
Classes end 4:30 p.m.   Friday, June 24, 2011

Summer Session II

Classes begin   Monday, June 27, 2011
Independence Day Holiday begins 4:30 p.m.   Friday, July 1, 2011
Classes resume   Tuesday, July 5, 2011
Classes end 4:30 p.m.   Friday, Aug. 5, 2011

Summer Semester ends   Sunday, Aug. 21, 2011

Academic Calendar 2011–12

Fall Semester 2011

Classes begin   Monday, Aug. 22, 2011
Classes suspended 4:30 p.m.   Friday, Sept. 2, 2011
Classes resume   Tuesday, Sept. 6, 2011
Fall break   Monday-Tuesday, Oct. 10–11, 2011
Thanksgiving recess begins after last class   Tuesday, Nov. 22, 2011
Classes resume   Monday, Nov. 28, 2011
Last week of classes/final exams   Monday-Sunday, Dec. 12–18, 2011
Classes and exams end   Sunday, Dec. 18, 2011

Spring Semester 2011 begins   Monday, Dec. 19, 2011

Winter Intersession

Classes begin   Monday, Dec. 19, 2011
Holiday recess begins   Friday, Dec. 23, 2011

Classes resume	Monday, Dec. 26, 2011
Holiday recess begins	Friday, Dec. 30, 2011
Classes resume	Monday, Jan. 2, 2012
Classes and exams end	Sunday, Jan. 8, 2012

Spring Session

Classes begin	Monday, Jan. 9, 2012
Martin Luther King Jr. Day Holiday	Monday, Jan. 16, 2012
Spring break begins	Monday, March 5, 2012
Classes resume	Monday, March 12, 2012
Classes suspended 4:30 p.m.	Friday, April 6, 2012
Classes resume	Monday, April 9, 2012
Last week of classes/final exams	Monday-Sunday, April 30–May 6, 2012
Classes and exams end	Sunday, May 6, 2012

Summer Semester 2012 begins   Monday, May 7, 2012

Summer Session I

Classes begin	Monday, May 14, 2012
Memorial Day Holiday begins 4:30 p.m.	Friday, May 25, 2012
Classes resume	Tuesday, May 29, 2012
Classes end 4:30 p.m.	Friday, June 22, 2012

Summer Session II

Classes begin	Monday, June 25, 2012
Independence Day Holiday begins 4:30 p.m.	Friday, July 3, 2012
Classes resume	Thursday, July 5, 2012
Classes end 4:30 p.m.	Friday, Aug. 3, 2012

Summer Semester ends   Sunday, Aug. 19, 2012

Part 2 — Colleges, Schools & Departments

Indiana University–Purdue University Fort Wayne

College of Arts and Sciences

Communication Sciences and Disorders

Communication   Sciences   and   Disorders
College   of   Arts   and   Sciences
Lucille   Hess,   Chair
260-481-6411   ~   www.ipfw.edu/csd   ~   Neff   Hall   279

An M.A. in speech-language pathology is pending approval. Contact the Communication Sciences and Disorders Department for more information.

The M.A. in speech-language pathology is the professional degree necessary to practice speech-language pathology in any setting. Graduate training in speech-language pathology prepares individuals to provide speech-, language-, and communication-competence training to persons who are developmentally delayed or who have acquired speech-language problems   due   to   disease   or   accident.

Graduates of the program will be prepared to provide services in a wide variety of settings, including schools, hospitals, extended-care facilities, universities, clinics, private practice groups, and early intervention programs.

Biology

Department of Biology
College of Arts and Sciences
Bruce A. Kingsbury, Chair
George S. Mourad, Graduate Program Director
260-481-6305 ~ www.ipfw.edu/bio ~ Science Building 330

Special Resources

The department has 15 full-time faculty members, several associate faculty, and two technicians. Faculty members at the Indiana University School of Medicine–Fort Wayne are also available to direct graduate research. Fourteen research laboratories are available in the Science Building. A 9,000-square-foot animal care facility provides housing for different species of experimental animals and also contains an animal surgical suite and five research laboratories. A 1,500-square-foot greenhouse with a head house is attached to the Science Building. Environmental plant growth chambers are also available. Faculty research laboratories are equipped with up-to-date equipment and facilities.

Biology's Crooked Lake Field Station is about 30 miles northwest of Fort Wayne, on the shores of Crooked Lake. Among the most oligotrophic lakes in Indiana, Crooked Lake is approximately one mile long and more than 100 feet deep in some areas. The main laboratory building has research space for independent investigators and facilities to accommodate small groups of students.

Admission

In addition to fulfilling the Purdue University Graduate School requirements, you must submit Graduate Record Examination (GRE) aptitude scores for the quantitative, analytical, and verbal aptitude tests.

Graduate Assistantships

The department offers a limited number of graduate teaching assistantships to qualified students in the thesis option. These assistantships are available on a competitive basis and provide tuition reduction and a stipend. Students receiving a teaching assistantship are expected to teach an average of 6 contact hours and must register for a minimum of 3 credit hours of graduate-level course and/or research work each semester of the appointment period. Graduate staff on appointment during the summer must register for a minimum of 3 graduate hours during at least one of the summer sessions. With satisfactory performance, a student awarded a teaching assistantship will normally be supported for four semesters (two academic years). Further support must be explicitly agreed upon by the Graduate Director. A limited number of research assistantships are also available from faculty receiving external support. Students should contact individual faculty members regarding the availability of research assistantships.

Academic Regulations

The following academic regulations supplement those that apply to all Purdue University graduate students:

Course Load In order to be considered a full-time graduate student, one must take at least 8 credit hours per semester during the fall and spring. Students must be registered in at least 6 credit hours to be considered full time in the summer. Half-time graduate student enrollment status requires 4-7 credit hours in the fall or spring semester and 3-5 credit hours in the summer session.

Grades and Index Requirement Grades for courses used to satisfy a plan of study requirement must be C or better. A cumulative GPA of 3.0 on a scale of 4.0 (a B average) is expected. Students in the thesis option are expected to earn S (satisfactory) grades in BIOL 698 Research M.S. Thesis.

Time Limitation Full-time graduate students should complete the program within six semesters (three years) of admission. Part-time students should complete their degree in no more than 10 semesters (five years). Course and research credits greater than five years old will be dropped from the student's plan of study. Similarly, course and research credits earned by a student whose enrollment has been inactive for five years cannot be used on a new plan of study.

Communication

Department of Communication
College of Arts and Sciences
Marcia D. Dixson, Chair
Steven A. Carr, Graduate Program Director
260-481-6825 ~ www.ipfw.edu/comm/grad ~ Neff Hall 230

The master's program in professional communication serves students seeking career management and staff positions as communication specialists in industrial, service, governmental, and media-related sectors of the economy. The curriculum may also be used as preparation for doctoral programs.

Students prepare plans of study in one of two broad areas: communication management or media specialist. Students who pursue this program benefit from four distinctive features: (1) the curricular fusion of two respected academic traditions: rhetorical and communication theory; (2) a functionally proportioned study of rhetorical and communication theory and practice; (3) the complementary relation of the required core, which provides a coherent theoretical base, and the selections offered by the applied specialization and cognate options, which facilitate development of a plan of

study tailored to personal career goals; and (4) the scheduling of offerings to accommodate part-time students, including employed professionals, and to expedite completion of the program in as little as two academic years.

Degree Requirements

The curriculum consists of 33 credits in approved courses, a synthesis paper, and a written comprehensive examination. Comprehensive examinations will be routine. Under exceptional circumstances, you may be exempted from taking your comprehensive examination by the advising committee. The circumstances will include: (1) achieving A's in all graduate courses (if you meet the following two criteria regarding synthesis paper and conference paper/publication and have all A's in courses up to your last semester, you are exempt from comprehensive exams even if you are taking courses that semester); (2) having the synthesis paper approved by the deadline for that semester; and (3) either having a single-authored competitive paper presented at a regional or national scholarly meeting or having a single-authored competitive paper published in a regional or national scholarly journal.

Teaching Assistantships

A limited number of teaching assistantships are available and provide tuition reduction and a stipend. The assistantship normally requires teaching two Fundamentals of Speech Communication courses or other duties as assigned; they receive a tuition reduction and a stipend. All recipients must be enrolled in two graduate courses during each of the regular semesters of the academic year. See www.ipfw.edu/comm/grad for details.

English and Linguistics

Department of English and Linguistics
College of Arts and Sciences
Hardin Aasand, Chair
Michael S. Stapleton, Graduate Program Director
260-481-6841 ~ Fax: 260-481-6985
www.ipfw.edu/engl ~ Liberal Arts Building 145

The graduate programs of the Department of English and Linguistics help you prepare to teach, write professionally, or enter a doctoral program in English. They help in-service teachers enhance their understanding of British and American literature, the English language, and the teaching of writing. They provide a structured curriculum for students pursuing humanistic studies beyond the baccalaureate degree.

Admission

To be regularly admitted to a master's program in English, you must have completed an undergraduate major or minor in English with a cumulative GPA of at least 3.0 (4.0=A) or better and a GPA of at least 3.0 or better in all English courses. In addition, you must earn a satisfactory score on the general aptitude section of the GRE. If you do not meet these requirements, you may be admitted conditionally. Conditions might, for example, require you to complete prerequisite courses without credit toward the graduate degree, or to maintain a given GPA during your first 6–12 credits in the program.

To receive the M.A.T., you must have at least provisional public-school certification in English. If you lack such certification when you enter the program, you must fulfill certification requirements while you complete the M.A.T. requirements.

Degree Requirements

Separate requirements apply to the M.A. and the M.A.T. degrees. You must complete all degree requirements within five years of your admission to the program.

Liberal Studies

Liberal Studies Program
College of Arts and Sciences
Michael E. Kaufmann, Graduate Program Director
260-481-6760 ~ www.ipfw.edu/libstudies ~ Liberal Arts Building 127

The Master of Liberal Studies program enables you to study the liberal arts beyond the baccalaureate degree. If your undergraduate education was primarily professional, you can broaden your general education by building upon your life experience and skills. If you regard the liberal arts as subjects for lifetime learning, the M.L.S. provides a coherent, challenging program of graduate study. The program is not intended as preparation for doctoral study.

If you are accepted into the M.L.S. program, the program director will assist you in developing a course of study appropriate to your needs and interests. You may enroll in graduate courses offered by any department in the College of Arts and Sciences for which you have appropriate background or prerequisites. You may also enroll in courses with the LBST prefix, intended specifically for students in the M.L.S. program. These multidisciplinary courses focus on major issues in the natural sciences, social sciences, and humanities.

Admission

For regular admission, you must have completed an undergraduate degree with a cumulative GPA of 3.0 or better (4.0=A). You may qualify for provisional admission if you do not meet these requirements. However, you may be required to complete prerequisite courses without credit toward the graduate degree.

Academic Regulation

In addition to fulfilling the academic regulations that apply to all Indiana University graduate students, you must earn a grade of B or better in each course applied toward the degree.

Mathematical Sciences

Department of Mathematical Sciences
College of Arts and Sciences
David A. Legg, Chair
W. Douglas Weakley, Graduate Program Director
260-481-6233 ~ www.ipfw.edu/math ~ Kettler Hall 200

Two M.S. programs are offered-one with a major in mathematics, one with a major in mathematics and an option in applied mathematics/operations research. More than one year of study will be required to complete either program. All courses are offered in the evening.

The M.S. with a major in mathematics is the appropriate program if you have an interest in a traditional mathematics program or if you are a secondary school mathematics teacher or a prospective Ph.D. student. To qualify for admission, you should have a strong undergraduate background in mathematics, including as much work as possible in abstract algebra, linear algebra, advanced calculus, analysis, and differential equations.

The M.S. with a major in mathematics and an option in applied mathematics/operations research is the appropriate program if you are, or plan to be, employed in a position in business or industry that requires significant proficiency in

mathematics. To qualify for admission, you should have a background in mathematics that includes ordinary differential equations, advanced calculus, linear algebra, and proficiency in a computer programming language.

Degree Requirements

The programs have separate sets of degree requirements.

Sociology

Department of Sociology
College of Arts and Sciences
Augusto De Vananzi, Graduate Program Director
260-481-6669 ~ 260-481-0474
www.ipfw.edu/soca/soc ~ Liberal Arts Building 241

The M.A. in sociological practice at IPFW prepares you to be a skilled practitioner of sociology. As a discipline, sociology examines the structures and dynamics of human life in groups. The goal of the program is to have students apply the sociological perspective to research, analysis, and intervention in the function of social institutions, organizations, and groups.

Successful completion of the M.A. in sociological practice program will enable you to:

- Acquire an advanced understanding of sociological practice including history, theory, professionalism, and ethics.
- Develop skills in the design, implementation, and analysis of social research and in the interpretation of social science research data for a nonacademic audience.
- Develop skills to design and implement flexible, creative, research-based interventions to affect change in groups, organizations, and societies.

Admission

To be considered for regular admission, you must have a baccalaureate degree including a major in sociology or a related discipline with a GPA of B or better (3.0 on a 4.0 scale). GRE scores are optional. Your application for admission must include an essay that will demonstrate that your writing skills and career objectives are in line with the program. An interview is recommended.

If you have not completed an undergraduate degree in sociology, you may be admitted contingently if you have completed the following core undergraduate sociology courses or their approved equivalent with a grade of B or better in each course: sociological theory, sociological methods, and statistics. If you do not have one or all of these core undergraduate classes, you may be admitted with the contingency that you will need to complete these undergraduate courses or their approved equivalent before you are allowed to enroll in the parallel graduate courses.

Academic Regulations

In addition to fulfilling the academic regulations that apply to all Indiana University graduate students, you must earn a grade of B or better in each course applied toward the degree.

Financial Aid

To be considered a full-time student and qualify for financial aid, graduate students must be enrolled for at least 9 credits per semester. Sources of financial aid for graduate students include, but are not limited to, Subsidized Federal Stafford Loans, Unsubsidized Federal Stafford Loans, Perkins Loans, and Federal Work Study. You may qualify for appointment as a teaching or research aide. Such appointments carry a stipend as well as partial remission of fees.

College of Engineering, Technology, and Computer Science

Computer Science

Department of Computer Science
College of Engineering, Technology, and Computer Science
Peter A. Ng, Chair
David Q. Liu, Graduate Program Director
260-481-0182 ~ www.ipfw.edu/academics/programs/graduate/applied
Engineering, Technology, and Computer Science Building 125

The Master of Science with a major in applied computer science (ACS) is designed to meet the objectives of students with a professional interest in computer-related fields and to help meet the computing expertise needs of their employers. As the name implies, the philosophy of the program is applied. Courses of the program stress a hands-on approach, applying theory to the practical problems of developing engineering and information systems with large software content. To meet the needs of working professionals, courses are primarily offered in the evening.

Graduates of the program will be in a position to assume leadership roles to:

- Providing technological and managerial perspectives on information management and the development of information systems;
- Formulating and assessing requirements for complex software-based systems;
- Using the principles of systems analysis and software engineering to design, implement, and test complex software-based systems; and
- Keeping abreast of the content and implications of technological advancements in applied computer sciences

Financial Aid

There are a limited number of graduate teaching assistantships available that include a stipend and substantial fee remission. Generally these are not available to first-term students.

Engineering

Department of Engineering
College of Engineering, Technology, and Computer Science
Donald W. Muller Jr., Chair
260-481-6362 ~ www.engr.ipfw.edu/graduate/default.shtml
Engineering, Technology, and Computer Science Building 327

The Master of Science in Engineering (M.S.E.) is designed to meet the needs of students and motivated professionals seeking to deepen their knowledge of the principles and practice of engineering. The curriculum and course offerings will prepare graduates for leadership positions in their field. The program will offer four areas of specialization:

- Computer Engineering
- Electrical Engineering
- Mechanical Engineering
- Systems Engineering

Course offerings will be flexible to meet the needs of both full-time students and working adults.

Organizational Leadership and Supervision

Division of Organizational Leadership and Supervision
College of Engineering, Technology, and Computer Science
Kimberly McDonald, Chair
Linda Hite, Graduate Program Director
260-481-6420 ~ www.ipfw.edu/ols ~ Neff Hall 288

Graduate study in Organizational Leadership provides a theoretical foundation to connect key concepts in leadership and human resources research with best practice. The master's and graduate certificate programs offer in-depth learning and career-oriented study with comprehensive and professionally relevant course work.

The M.S. in Organizational Leadership and Supervision offers students a foundation in the key principles of organizational leadership through core courses and the opportunity to choose a concentration, in either leadership or human resource management, that will provide in-depth knowledge and skills. OLS programs focus on understanding and working with people within organizations and the practical application of leadership concepts and theories. Graduates of the program will be prepared for leadership or human resources roles in a wide variety of **settings** including industrial, medical, service, and other profit and nonprofit organizations. The Graduate Certificate in Organizational Leadership is based on the core of the Organizational Leadership and Supervision master's degree program. The courses combine theory and practice to yield a combination that is immediately applicable to the work **place and builds** a foundation for more specialized study for those interested in advanced work.

Admission

The OLS graduate committee considers several factors to be important for academic success at the graduate level and uses a balanced perspective in evaluating candidates based on those factors. Candidates for the OLS master's degree are required to have earned an undergraduate degree from an appropriately accredited institution, preferably with a B or better average. In addition, candidates are expected to show leadership potential through strong interpersonal, analytical, and communication skills, as well as a high standard of equitable and ethical behavior.

The admissions process will require: (1) completion of an application including an essay that demonstrates writing skills, ability to articulate a leadership perspective, and clarity of career objectives; (2) official transcripts of all previous college and university work; (3) a recent resume; and (4) two recent letters of recommendation that reflect on professional and/or academic skills. If applicants are within five years of completing academic work, at least one of the letters should be from a former faculty member.

Applicants with undergraduate GPAs below 3.0 (4.0 scale) must present recent scores from either the GRE or the GMAT. Applicants for whom English is not a native language must present evidence of their proficiency in English by presenting appropriate TOEFL scores or equivalent results on a similar instrument (for example, the Michigan Test of English Language Proficiency).

Degree Requirements

The M.S. in OLS is a 36-credit-hour program composed of 18 credit hours of core and applied research requirements, and 18 credit hours in either the leadership or the human resources options.

Transfer Credit

No more than 6 graduate transfer credits earned at other accredited institutions may be considered for application to the plan of study. Requests for transferring credits into the program must be approved by the graduate admissions committee. No more than 12 graduate credits earned in non-degree status will be counted toward the degree.

Academic Requirements

A cumulative GPA of 3.0 (4.0 scale) or better is required through completion of the program. Students must earn a C (2.0) or better in all OLS courses applied to the degree. Any course grade below C (2.0) is not counted towards degree requirements, although all grades are used in computing the cumulative GPA.

Technology

College of Engineering, Technology, and Computer Science
Gerald Voland, Dean
Matthew Kubik, Graduate Program Director
260-481-6385 ~ www.ipfw.edu/academics/programs/graduate/technology
Engineering, Technology, and Computer Science Building 229

The Master of Science in Technology prepares qualified students and working professionals to assume leadership positions facing the challenges of global technical competition. Faculty mentored creative projects are developed specifically to apply to individual career needs. A selection of graduate electives allows for the choice of additional degree specialization in:

- Information Technology/Advanced Computer Applications
- Industrial Technology/Manufacturing
- Facilities/Construction Management

The graduate will have advanced knowledge and skills that are required to function effectively in a modern, international, technical environment and to accept increasing responsibility in industrial and business positions. Elective choices will enable students to increase their technical knowledge within a chosen area of modern technology, as well as their knowledge in a related area such as leadership or communication.

Admission Requirements

Applicants may have technical or non-technical backgrounds with a four-year undergraduate degree required from a recognized institution. Candidates are sought with creative abilities, leadership, interpersonal skills, and personal motivation indicating strong potential to advance in a technology-related career. For regular admission, a cumulative GPA of 3.0 or better is required; however, the Graduate Committee evaluates candidates for admission based upon a number of characteristics essential for success in the program. These characteristics include the candidate's intellectual capacity and individual factors such as motivation, leadership, communication, and interpersonal skills.

Teaching Assistantships

The Master of Science in Technology program may have graduate teaching assistantships available in one or more academic program areas. Teaching assistantships usually include a stipend and substantial tuition reduction. Teaching assistants typically teach one or two undergraduate introductory-level courses. Generally these are not available to first-term students. Check with the program director for availability.

College of Health and Human Services

Nursing

Department of Nursing
College of Health and Human Services

Department of Nursing
Carol Sternberger, Chair
Susan L. Ahrens, Graduate Program Director
260-481-6284 ~ www.ipfw.edu/nursing ~ Neff Hall B50

Concentrations:

Nurse Executive
Nursing Education
Adult Nurse Practitioner
Women's Health Nurse Practitioner
Graduate Certificate Nursing Administration

Advisory Committee

Each candidate for a master's degree is assigned an advisory committee consisting of three members. The director of the graduate program serves as chair of the nursing advisory committee and assigns the major advisor according to the candidate's area of concentration. Other committee members include those with graduate faculty status. This committee prepares and approves the plan of study (described below), advises, and assists in thesis development when applicable.

Plan of Study

Students pursuing a master's degree should meet with the graduate director and have a preliminary plan of study on file prior to the initial registration. The plan of study identifies a primary area that lists specific courses and all other requirements of the degree. The formal plan of study is approved by the advisory committee, including the chair of the Department of Nursing, and must be submitted to the Graduate School before the final semester of enrollment.

Transfer Credit

Up to 49 percent of required credits for this degree may be accepted in transfer if not already applied toward another degree. No more than 12 graduate credits earned in a non-degree status will be counted toward the degree. At least 50 percent of the required credits for the degree must be earned at IPFW.

Grades

A cumulative GPA of 3.0 or better on a 4.0 scale is required through completion of the program.

Time Limitations

Special permission is required for students to continue in the program beyond five consecutive years.

Official graduate application deadlines:

- November 15 for spring enrollment
- February 15 for summer enrollment
- May 15 for fall enrollment

Complete application online at www.gradschool.purdue.edu/admissions

Admission Requirements

- Baccalaureate degree with a major in nursing;
- Degree must be from a school/department/college of nursing that is accredited by the NLN or CCNE;
- Undergraduate GPA of 3.0 or better on a 4.0 scale;
- Registered Nurse Licensure and eligibility for Indiana State licensure;
- Test of English as a Foreign Language (TOEFL) examination required for students whose native language is not English with a minimum score of 550 or 213 on computer-based exam; and
- Undergraduate research and statistics within the last 5 years.
- Complete application online at www.gradschool.purdue.edu/admissions

Note:

If applicants have less than a 3.0 GPA, they may be required to take the GRE for the quantitative, analytical, and verbal aptitude tests.

Division of Public and Environmental Affairs

Public and Environmental Affairs

Division of Public and Environmental Affairs
Jane A. Grant, Chair
Geralyn M. Miller, Graduate Program Director
260-481-6351 ~ www.ipfw.edu/spea ~ Neff Hall 260

The Division of Public and Environmental Affairs (DPEA) is a multidisciplinary division of the Indiana University School of Public and Environmental Affairs (SPEA). Organized as a professional school, DPEA is dedicated to applied, interdisciplinary learning in the study of public affairs and is committed to teaching, research, and service. The interests of the faculty and professional staff typically fall into one or more of the following areas: policy and administration; finance and economics; urban affairs; environmental science and policy; criminal justice, law, and public safety; and health science administration and policy. The division's faculty, staff, and students work individually and jointly to solve problems that require DPEA's unique combination of in-depth knowledge in the natural, behavioral, social, and administrative sciences.

The DPEA faculty at IPFW come from a variety of backgrounds, including criminal justice, political science, business, economics, health, public policy, and sociology. In addition, DPEA is able to call upon experienced government managers, healthcare administrators, law enforcement officials, practicing attorneys, and judges to teach specialized topics from its curriculum. The organizational design of the division reinforces a wide network of continuing relations with a large number of public agencies at all levels of government.

Admission to DPEA Graduate Programs

Regular admission to the M.P.A. or the M.P.M. program requires a bachelor's degree from an accredited institution, with an undergraduate GPA of 3.0 or better. Any major is acceptable. Applications to either program must include official transcripts of all college and university work, references from three people familiar with your academic or professional abilities or potential, scores on the GRE general test or the GMAT and a nonrefundable university application fee.

Provisional admission may be granted if you are nearing completion of an undergraduate degree or if you fail to meet some criteria for regular admission.

Non-degree admission may be granted to visiting students who wish to take classes for one semester without being formally admitted to the M.P.A. or M.P.M. program.

Accelerated Master's Program

Undergraduate DPEA students with a GPA of 3.5 or above may apply for admission to the AMP program as early as their junior year. If admitted, they are eligible to apply up to 24 approved graduate credits to the M.P.A., or up to 18 approved graduate credits to the M.P.M. that have been earned toward the undergraduate degree during their senior year.

Prior to starting the program you must have satisfied all general education and core requirements, and must have completed a minimum of 96 credit hours toward the bachelor's degree prior to starting the program.

Doermer School of Business and Management Sciences

Business

Richard T. Doermer School of Business and Management Sciences
Otto Chang, Dean
Joseph N. Khamalah, MBA Program Director
260-481-6498 ~ Fax: 260-481-6879
www.ipfw.edu/bms/mba ~ Neff Hall 366
e-mail: mba@ipfw.edu

Admission

The Doermer School of Business and Management Sciences seeks candidates whose analytical abilities, leadership, interpersonal skills, and personal motivation indicate a strong potential to excel in a business career. Candidates are required to hold a four-year undergraduate degree in any discipline from a recognized institution.

The MBA Policy Committee considers a number of characteristics essential for success in the program and evaluates a candidate for admission based on these characteristics. An ability to excel in the MBA program is indicated by a high GMAT score, past academic achievements (undergraduate GPA), and recommendations that speak to the candidate's intellectual capacity. In addition, the committee considers several individual factors to be of equal importance. Motivation and leadership, as well as excellent communication and interpersonal skills, are highly valued in a professional manager. Successful candidates have these proven characteristics, which are revealed in past work

experience, a self-evaluation essay, and recommendation letters. The committee carefully weighs all of these factors in making an admission recommendation to the Doermer School of Business and Management Sciences.

Admission decisions are valid for 12 months from the semester of acceptance indicated in the applicant's admission letter. Successful applicants who have not completed any degree-applicable courses within that period must reapply for admission.

Educational Objective Statement (Essay)

Applicants must provide an essay of 300 – 400 words indicating your experiences and achievements that reflect maturity, initiative, and administrative skills. In addition, specify your educational objectives as you contemplate beginning studies for the MBA program.

Transcripts

Applicants must have official transcripts sent directly to the MBA office from every college or university they have attended. Unofficial records or transcripts that have been issued to applicants cannot be accepted.

Recommendations

Applicants are required to submit two letters of recommendation; recommendation forms are included in the application packet. Recommendations should be obtained only from individuals qualified to evaluate an applicant's academic or on-the-job performance and attest to his or her ability to pursue a graduate degree. Suggested recommenders are employee supervisors or college professors.

Language Competency

Applicants whose native language is not English must take the Test of English as a Foreign Language (TOEFL) and submit the results with their admission application. A minimum score of 250 on the computer-based test or 600 on the paper-based test is required. As an alternative to the TOEFL, the school will consider a minimum score of 80 earned on the Michigan Test of English Language Proficiency. Either test may be waived if the applicant has satisfactorily completed at least one year of full-time college-level work at a recognized college or university in the United States.

Conditional Admission

Applicants may be granted conditional admission at the discretion of the director and/or MBA Policy Committee. Specific requirements of conditional admission will be addressed in the applicant's letter of admission.

Deadlines

Applicants may apply for admission for fall or spring semesters, or for summer sessions. Completed applications and all required supporting materials should be received by the following dates to assure timely admission decisions.

	Fall	*Spring*
Application Deadline	July 15	Nov. 15
International Student Deadline	May 1	Oct. 1

School of Education

School of Education
Barry Kanpol, Dean
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

Academic Regulations
The following academic regulations supplement those that apply to all Indiana University graduate students.

Second Master's Degree Credits applied to one master's degree may not be applied toward another.

Pass/Not-Pass Option You may use this option for up to four elective courses applied toward your degree. You may not choose this option for courses in your major or minor, or for required courses in an area in which you seek teacher certification.

Transfer Credit
Different rules apply prior to and after admission to the program:

Before You Are Admitted to a Graduate Program The school will determine whether credits earned at other institutions will apply toward your degree.

After You Have Been Admitted to a Graduate Program Pending their availability, it is expected that professional education courses required for your degree or certification in an endorsement area will be completed at IPFW. Applicability of credit for a course taken elsewhere should be confirmed by the school prior to your enrollment in that course. "Transfer Credit Request" forms are available in the school office.

Generally, up to 6 credits may be accepted for transfer by the school if: (1) the credits were earned from an accredited institution; (2) the courses taken are appropriate to your degree objective; (3) your post-baccalaureate cumulative GPA and transfer credits GPA are both 3.0 or better; and (4) the courses you have taken are eligible for graduate credit. To receive transfer credit, you must provide the School of Education with an official transcript and institutional certification that the courses were taken for graduate credit.

Up to 15 credits from Ball State, Indiana State, and Purdue universities may be accepted for transfer by the school, subject to the general transfer credit provisions listed above.

Correspondence and Activity Credits Correspondence or activity course credits are not applicable toward your degree.

Workshop and Conference Credits You may apply up to 6 workshop and/or conference credits toward your degree. A course that is not scheduled for 16 weeks during the fall or spring semester, or 6 weeks during the summer semester, may be defined as a workshop or conference course.

Distance Education The application of distance education courses to a graduate degree program are subject to approval of faculty of the program providing the degree.

Resident Credits You must complete at least 21 credits at IPFW.

Retention You must maintain a GPA of 3.0 (4.0=A) or better for all work (including undergraduate courses) taken after completing your bachelor's degree. If your GPA falls below 3.0, you must raise the GPA to at least 3.0 within the next 9 credits of graduate course work. Failure to do so will result in your dismissal from the program.

If you have been dismissed from the program, you may seek readmission by petitioning the chair of the school's student affairs committee. The committee will consider your petition and report its findings to the dean for action.

Time Limit You must fulfill all degree requirements within six years and one semester from the date on which you receive a grade for the first credits (including transfer credits) that apply to your degree.

Graduation Requirements You must have satisfied any conditions on your admission to the graduate education program before you will be considered as a candidate for graduation. In addition, you must have: (1) earned a minimum of 36 credits (including at least 30 at the graduate level); (2) earned a cumulative GPA of 3.0 or better in courses applicable to the degree, and; (3) fulfilled all additional degree requirements and complied with all academic regulations.

Application for Degree You must complete an application for your degree.

Education

School of Education
Barry Kanpol, Dean
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

Graduate programs in education are designed to prepare candidates to be master teachers, administrative leaders, or professional counselors. Graduate endorsements provide an opportunity for those pursuing a master's degree to enrich their ability to respond to the needs of a diverse school population.

Major Areas of Study

Counseling
Educational Leadership
Elementary Education
Secondary Education
Special Education

Graduate Options

Graduate Certificate in Teaching English as a New Language
Gifted and Talented (K–12) Endorsement
Mild Intervention
Reading Endorsement
Transition to Teaching - *A graduate-level program designed for career professionals interested in becoming certified teachers.* (Contact the Licensing and Advising Center, Neff 243, 260-481-4146, for more details.)

> Elementary Education
> Secondary Education

Graduate programs offered by the IPFW School of Education have earned professional accreditation from the Indiana Department of Education and the National Council for Accreditation of Teacher Education (NCATE)

IPFW School of Education Conceptual Framework

(A learning and leadership model) We in the School of Education are committed to the following conceptual framework for our programs:

1. **Democracy and Community** Effective educators*, such as teachers, counselors, and administrators need to be part of a dynamic educational community as a model for the climate of community they hope to create. To do this, these educators need an understanding of the moral, cultural, social, political, and economic foundations of our society. Consequently, the SOE should foster a democratic, just, inclusive learning community among its students, faculty, and staff, and with all other stakeholders in the educational enterprise.
2. **Habits of Mind** Effective educators realize that knowledge alone is not sufficient. They practice critical reflection in all endeavors. Within the context of a compassionate, caring community, educators foster habits of mind necessary to engage learners, such as investigating, inquiring, challenging, critiquing, questioning, and evaluating. Consequently, the SOE must integrate critical habits of mind in all aspects of the teaching/learning process.
3. **Pedagogy** Effective educators need to understand multiple approaches to pedagogy as well as the multiple roles of the teacher, such as facilitator, guide, role model, scholar, and motivator. Educators appreciate and are receptive to the diverse perspectives, modes of understanding, and social circumstances that they and their students bring to the educational setting. Consequently, the SOE needs to prepare educators to understand and use pedagogy creatively and thereby ensure active learning, conceptual understanding, and meaningful growth.
4. **Knowledge** Effective educators need to be well-grounded in the content that they expect to teach. Educators need to understand how knowledge is constructed, how the processes of inquiry are applied, how domains of knowledge are established, and how disciplines can be integrated and most effectively communicated to their students. Educators also need understanding of themselves, of communities in which they intend to teach, and of students. Consequently, the SOE should immerse educators in nurturing learning communities that deepen knowledge and encourage ongoing intellectual, emotional, and personal growth.
5. **Experience** Effective educators learn their craft through experiences in actual educational settings. Through on-site campus activities and field-based experiences, students will observe and emulate exemplary teaching and learning. These educators will practice, collaborate, and interact with practitioners and their students. Consequently, the SOE must integrate field and/or clinical experiences that reflect the diversity of educators, students, and schools into all aspects of the curriculum, and help educators to assess and reflect on those experiences.
6. **Leadership** Effective educators are leaders. They have developed educational and social visions informed by historical and cultural perspectives. They strive to set the highest goals for themselves and inspire students to do likewise. Educators are enriched by the convergence of knowledge, theory, and practice as they optimistically face the educational challenges of the 21st century. Consequently, the SOE must provide opportunities for educators to develop as leaders in their profession and in their communities.

*Educator is broadly defined as pre-service and in-service teachers, administrators, and counselors.

Admission

Applications are available from the School of Education. Your application must be accompanied by (1) official transcripts of all previous college and university work; (2) three professional reference letters; (3) copies of teaching certificates you have earned; (4) a nonrefundable $30 application fee; and (5) a current résumé/current vitae. See the M.S.Ed. and counseling sections (below) for additional requirements. You may be admitted unconditionally or conditionally.

Temporary Graduate Admission

Students wishing to take graduate courses but not (initially) planning to complete degree or certification requirements may choose to enroll as a temporary graduate student. Temporary graduate students may complete no more than 6 credits every five years.

Master of Science in Education (M.S.Ed.)

Unconditional Admission You may be admitted unconditionally if you (1) have earned a bachelor's degree, representing the equivalent of not less than four years of undergraduate work from an institution having regional or national accreditation, and (2) have earned a cumulative GPA of 2.5 or better (4.0=A) with all undergraduate courses taken before you received the bachelor's degree.

Conditional Admission You will be considered for conditional admission if you meet either of the following criteria:

1. You hold a bachelor's degree from an institution that is accredited at the state level but at neither regional or national levels.
2. Your undergraduate record does not qualify you for unconditional admission. If you earned less than a C grade in any undergraduate professional education course, you will be required to repeat that course and earn a grade of C or better to be considered for unconditional admission. If your cumulative undergraduate GPA is less than 2.5 (4.0=A), you may be admitted on the condition that your first 9 to 15 credits be completed with an average of 3.0 or better.

If you are granted conditional admission status, the school will advise you as to the criteria for achieving regular admission status.

Degree Requirements You must satisfactorily complete a minimum of 36 post-baccalaureate credits to earn the master's degree in educational leadership, elementary education, secondary education and special education. The degree in counseling requires 51 or 54 credits. To earn the M.S.Ed., you must fulfill one of the following sets of requirements for counseling, elementary education, educational leadership, or secondary education.

Part 3 — Program Descriptions

Indiana University–Purdue University Fort Wayne

College of Arts and Sciences

Communication Sciences and Disorders

Communication   Sciences   and   Disorders
College   of   Arts   and   Sciences
Lucille   Hess,   Chair
260-481-6411   ~   www.ipfw.edu/csd   ~   Neff   Hall   279

An M.A. in speech-language pathology is pending approval. Contact the Communication Sciences and Disorders Department for more information.

The M.A. in speech-language pathology is the professional degree necessary to practice speech-language pathology in any setting. Graduate training in speech-language pathology prepares individuals to provide speech-, language-, and communication-competence training to persons who are developmentally delayed or who have acquired speech-language problems   due   to   disease   or   accident.

Graduates of the program will be prepared to provide services in a wide variety of settings, including schools, hospitals, extended-care facilities, universities, clinics, private practice groups, and early intervention programs.

Graduate

Speech-Language Pathology (M.A.) (pending approval)

Purdue University
Master of Arts (M.A.) (pending approval)

Communication Sciences and Disorders
College of Arts and Sciences
Lucille Hess, Chair
260-481-6411 ~ www.ipfw.edu/csd ~ Neff Hall 279

An M.A. in speech-language pathology is pending approval. Contact the Communication Sciences and Disorders Department for more information.

The M.A. in speech-language pathology is the professional degree necessary to practice speech-language pathology in any setting. Graduate training in speech-language pathology prepares individuals to provide speech-, language-, and communication-competence training to persons who are developmentally delayed or who have acquired speech-language problems due to disease or accident.

Graduates of the program will be prepared to provide services in a wide variety of settings, including schools, hospitals, extended-care facilities, universities, clinics, private practice groups, and early intervention programs.

Biology

Department of Biology
College of Arts and Sciences
Bruce A. Kingsbury, Chair
George S. Mourad, Graduate Program Director
260-481-6305 ~ www.ipfw.edu/bio ~ Science Building 330

Special Resources

The department has 15 full-time faculty members, several associate faculty, and two technicians. Faculty members at the Indiana University School of Medicine–Fort Wayne are also available to direct graduate research. Fourteen research laboratories are available in the Science Building. A 9,000-square-foot animal care facility provides housing for different species of experimental animals and also contains an animal surgical suite and five research laboratories. A 1,500-square-foot greenhouse with a head house is attached to the Science Building. Environmental plant growth chambers are also available. Faculty research laboratories are equipped with up-to-date equipment and facilities.

Biology's Crooked Lake Field Station is about 30 miles northwest of Fort Wayne, on the shores of Crooked Lake. Among the most oligotrophic lakes in Indiana, Crooked Lake is approximately one mile long and more than 100 feet deep in some areas. The main laboratory building has research space for independent investigators and facilities to accommodate small groups of students.

Admission

In addition to fulfilling the Purdue University Graduate School requirements, you must submit Graduate Record Examination (GRE) aptitude scores for the quantitative, analytical, and verbal aptitude tests.

Graduate Assistantships

The department offers a limited number of graduate teaching assistantships to qualified students in the thesis option. These assistantships are available on a competitive basis and provide tuition reduction and a stipend. Students receiving a teaching assistantship are expected to teach an average of 6 contact hours and must register for a minimum of 3 credit hours of graduate-level course and/or research work each semester of the appointment period. Graduate staff on appointment during the summer must register for a minimum of 3 graduate hours during at least one of the summer sessions. With satisfactory performance, a student awarded a teaching assistantship will normally be supported for four semesters (two academic years). Further support must be explicitly agreed upon by the Graduate Director. A limited number of research assistantships are also available from faculty receiving external support. Students should contact individual faculty members regarding the availability of research assistantships.

Academic Regulations

The following academic regulations supplement those that apply to all Purdue University graduate students:

Course Load In order to be considered a full-time graduate student, one must take at least 8 credit hours per semester during the fall and spring. Students must be registered in at least 6 credit hours to be considered full time in the summer. Half-time graduate student enrollment status requires 4-7 credit hours in the fall or spring semester and 3-5 credit hours in the summer session.

Grades and Index Requirement Grades for courses used to satisfy a plan of study requirement must be C or better. A cumulative GPA of 3.0 on a scale of 4.0 (a B average) is expected. Students in the thesis option are expected to earn S (satisfactory) grades in BIOL 698 Research M.S. Thesis.

Time Limitation Full-time graduate students should complete the program within six semesters (three years) of admission. Part-time students should complete their degree in no more than 10 semesters (five years). Course and research credits greater than five years old will be dropped from the student's plan of study. Similarly, course and research credits earned by a student whose enrollment has been inactive for five years cannot be used on a new plan of study.

Graduate

Biology (M.S.)

Purdue University
Master of Science (M.S.)

Department of Biology
College of Arts and Sciences
Bruce A. Kingsbury, Chair
George S. Mourad, Graduate Program Director
260-481-6305 ~ www.ipfw.edu/bio ~ Science Building 330

The graduate program in biology helps you prepare to become a research scientist in academia, industry, or government, to obtain advanced education as a high-school teacher, or to pursue further study in a professional or Ph.D. program.

Courses and faculty research cover a wide range of specific disciplines within biology: behavior, cancer biology, developmental biology, ecology, forestry, genetics, herpetology, immunology, microbiology, molecular biology, physiology, toxicology, and virology.

Degree Requirements

The program includes nonthesis and thesis degree options. Each option is described below.

Nonthesis Option

If you select this option, at least 30 credit hours of graduate course work are required. Fifteen of the credit hours must be at the 500 level within the Department of Biology. The remaining 15 hours can be fulfilled by some combination of the following: additional BIOL courses at the 500 – level; up to 9 credit hours of BIOL 595 Special Assignments; up to 6 credit hours of undergraduate courses at the 300– or 400–level taken from other departments (students must earn a grade of no lower than B); or up to 15 credits of 500 – level courses in other departments. Students also must satisfactorily complete a written examination prepared by each committee member during the student's last semester. A passing grade of B must be earned on the final exam. Students will have two attempts to pass the exam.

Thesis Option

This option requires a minimum of 30 credit hours of formal course work and research credits combined. A minimum of 18 credit hours of formal course work approved by the student's committee is required. The remaining 12 credits can be exclusively BIOL 698 Research M.S. Thesis or a combination of no less than 9 credits BIOL 698 and a maximum of 3 credits of BIOL 595 Special Assignments. BIOL 595 credits cannot be included in the 18 hours of formal course work. Students must present their research to the department in a seminar and pass a final oral defense of their thesis work after they have submitted their thesis to the examining committee.

Description of Graduate Courses

The courses are grouped in the following three categories according to their content.

Population and Community Biology

Covering related topics presented in:

- BIOL 50100 - Field Botany Cr. 4.
- BIOL 50200 - Conservation Biology Cr. 3.
- BIOL 50500 - Biology of Invertebrate Animals Cr. 3.
- BIOL 52000 - Contemporary Parasitology Cr. 3.
- BIOL 54300 - Population Ecology Cr. 4.
- BIOL 58000 - Evolution Cr. 3.
- BIOL 58200 - Ecotoxicology Cr. 3.
- BIOL 58600 - Topics in Behavior and Ecology Cr. 3.
- BIOL 59200 - The Evolution of Behavior Cr. 3.
- BIOL 59500 - Special Assignments Cr. 1-4.
- BIOL 59800 - Biology of Fish Cr. 4.
- FNR 50500 - Molecular Ecology and Evolution Cr. 3

Organismal Biology

Covering related topics presented in:

- BIOL 50100 - Field Botany Cr. 4.
- BIOL 50500 - Biology of Invertebrate Animals Cr. 3.
- BIOL 52000 - Contemporary Parasitology Cr. 3.
- BIOL 53300 - Medical Microbiology Cr. 3.
- BIOL 53700 - Immunobiology Cr. 3.
- BIOL 54400 - Principles of Virology Cr. 3.
- BIOL 55600 - Physiology I Cr. 3.
- BIOL 55900 - Endocrinology Cr. 3.
- BIOL 56500 - Immunobiology Laboratory Cr. 1.
- BIOL 56600 - Developmental Biology Cr. 3.
- BIOL 56700 - Laboratory in Developmental Biology Cr. 1.
- BIOL 57900 - Fate of Chemicals in the Environment Cr. 4.
- BIOL 58000 - Evolution Cr. 3.
- BIOL 58600 - Topics in Behavior and Ecology Cr. 3.
- BIOL 59200 - The Evolution of Behavior Cr. 3.
- BIOL 59500 - Special Assignments Cr. 1-4.
- FNR 50500 - Molecular Ecology and Evolution Cr. 3
- FNR 52300 - Aquaculture Cr. 3

Genetics, Cellular and Molecular Biology

Covering related topics presented in:

- BIOL 50600 - Human Molecular Genetics Cr. 3.
- BIOL 50900 - Molecular Biology and Applications Cr. 3.
- BIOL 51500 - Molecular Genetics Cr. 3.
- BIOL 51600 - Molecular Biology of Cancer Cr. 3.
- BIOL 53300 - Medical Microbiology Cr. 3.
- BIOL 53700 - Immunobiology Cr. 3.
- BIOL 54000 - Biotechnology Cr. 3.
- BIOL 54300 - Population Ecology Cr. 4.
- BIOL 54400 - Principles of Virology Cr. 3.
- BIOL 55600 - Physiology I Cr. 3.
- BIOL 55900 - Endocrinology Cr. 3.
- BIOL 56500 - Immunobiology Laboratory Cr. 1.
- BIOL 56600 - Developmental Biology Cr. 3.
- BIOL 56700 - Laboratory in Developmental Biology Cr. 1.
- BIOL 58000 - Evolution Cr. 3.
- BIOL 58400 - Molecular Biology and Applications Laboratory Cr. 1.
- BIOL 59500 - Special Assignments Cr. 1-4.
- FNR 50500 - Molecular Ecology and Evolution Cr. 3

Communication

Department of Communication
College of Arts and Sciences
Marcia D. Dixson, Chair
Steven A. Carr, Graduate Program Director
260-481-6825 ~ www.ipfw.edu/comm/grad ~ Neff Hall 230

The master's program in professional communication serves students seeking career management and staff positions as communication specialists in industrial, service, governmental, and media-related sectors of the economy. The curriculum may also be used as preparation for doctoral programs.

Students prepare plans of study in one of two broad areas: communication management or media specialist. Students who pursue this program benefit from four distinctive features: (1) the curricular fusion of two respected academic traditions: rhetorical and communication theory; (2) a functionally proportioned study of rhetorical and communication theory and practice; (3) the complementary relation of the required core, which provides a coherent theoretical base, and the selections offered by the applied specialization and cognate options, which facilitate development of a plan of study tailored to personal career goals; and (4) the scheduling of offerings to accommodate part-time students, including employed professionals, and to expedite completion of the program in as little as two academic years.

Degree Requirements

The curriculum consists of 33 credits in approved courses, a synthesis paper, and a written comprehensive examination. Comprehensive examinations will be routine. Under exceptional circumstances, you may be exempted from taking your comprehensive examination by the advising committee. The circumstances will include: (1) achieving A's in all graduate courses (if you meet the following two criteria regarding synthesis paper and conference paper/publication and have all A's in courses up to your last semester, you are exempt from comprehensive exams even if you are taking courses that semester); (2) having the synthesis paper approved by the deadline for that semester; and (3) either having a single-authored competitive paper presented at a regional or national scholarly meeting or having a single-authored competitive paper published in a regional or national scholarly journal.

Teaching Assistantships

A limited number of teaching assistantships are available and provide tuition reduction and a stipend. The assistantship normally requires teaching two Fundamentals of Speech Communication courses or other duties as assigned; they receive a tuition reduction and a stipend. All recipients must be enrolled in two graduate courses during each of the regular semesters of the academic year. See www.ipfw.edu/comm/grad for details.

Graduate

Professional Communication (M.A.)

Purdue University
Master of Arts (M.A.)

Department of Communication
College of Arts and Sciences
Marcia D. Dixson, Chair
Steven A. Carr, Graduate Program Director
260-481-6825 ~ www.ipfw.edu/comm/grad ~ Neff Hall 230

The master's program in professional communication serves students seeking to advance their education beyond an undergraduate degree. Whether you are looking to enhance your career in broadcasting, business, education, new media, or social services; or if you are preparing to enter a Ph.D. program, the master's program can help you achieve your goals.

Our program emphasizes three areas of specialization:

- Interpersonal and Organizational Communication Theory
- Media Criticism, History, and Theory
- Rhetorical Criticism and Theory

The program meets the needs of students who work full time. During fall and spring, most graduate courses are scheduled once a week in the evening. During summer, an additional course is offered. Students can take one class a semester, or go full time and complete the program in less than two years.

Degree Requirements

The curriculum consists of 33 credits in approved courses, a synthesis paper, and a written comprehensive examination. Students who maintain a 4.0 GPA and who have an academic paper competitively accepted either for publication or for presentation at an academic conference may be exempted from taking the comprehensive examination. An advising committee will consider an exemption when a student: (1) has achieved A's in all graduate courses; (2) has the synthesis paper approved by the deadline for that semester; and (3) either has a single-authored competitive paper presented at a regional or national scholarly meeting, or a single-authored competitive paper published in a regional ornational scholarly journal.

Communication Methods Courses (3 credits)

At least one of the following: (3 credits)

- COM 58200 - Descriptive/Experimental Research in Communication Cr. 3.
- COM 58400 - Historical/Critical Research in Communication Cr. 3.

At least three of the following: (9 credits)

- COM 51200 - Theories of Interpersonal Communication Cr. 3.
- COM 51800 - Theories of Persuasion Cr. 3.
- COM 52000 - Small Group Communication Cr. 3.
- COM 52100 - Theories of Rhetoric Cr. 3.
- COM 52700 - Introduction to Cultural Studies Cr. 3.
- COM 55900 - Current Trends in Mass Communication Research Cr. 3.
- COM 57400 - Organizational Communication Cr. 3.

Specialization Courses (up to 21 credits)

- COM 50200 - Classroom Communication Cr. 3.
- COM 50700 - Introduction to Semiotics Cr. 3.
- COM 50800 - Nonverbal Communication in Human Interaction Cr. 3.
- COM 51500 - Persuasion in Social Movements Cr. 3.
- COM 51600 - Analysis of Persuasive Messages Cr. 3.

- COM 51700 - Communication in Politics Cr. 3.
- COM 52200 - History and Criticism of Public Communication Cr. 3.
- COM 52300 - Communication in Personal Relationships Cr. 3.
- COM 52500 - Advanced Interviewing Cr. 3.
- COM 53100 - Special Topics in Mass Communication Cr. 3.
- COM 53400 - Comparative Telecommunication Systems Cr. 3.
- COM 53700 - Educational/Instructional Television Cr. 3.
- COM 55700 - Legal Dimensions of Communication Cr. 3.
- COM 56000 - Rhetorical Dimensions of Mass Media Cr. 3.
- COM 56300 - Public Policy in Telecommunication Cr. 3.
- COM 57600 - Health Communication Cr. 3.
- COM 59000 - Directed Study of Special Problems Cr. 1-3.
- COM 59700 - Special Topics in Communication Cr. 3.

Cognate Studies

Credits selected, with the approval of your advisor or advising committee, from upper division or graduate courses in communication or other disciplines.

Total (33 Credits)

Professional Communication (M.S.)

Purdue University
Master of Science (M.S.)

Department of Communication
College of Arts and Sciences
Marcia D. Dixson, Chair
Steven A. Carr, Graduate Program Director
260-481-6825 ~ www.ipfw.edu/comm/grad ~ Neff Hall 230

The master's program in professional communication serve students seeking career management and staff positions as communication specialists in industrial, service, governmental, and media-related sectors of the economy. The curriculum may also be used as preparation for doctoral programs.

Students prepare plans of study in one of two broad areas: communication management or media specialist. Students who pursue this program benefit from four distinctive features: (1) the curricular fusion of two respected academic traditions: rhetorical and communication theory; (2) a functionally proportioned study of rhetorical and communication theory and practice; (3) the complementary relation of the required core, which provides a coherent theoretical base, and the selections offered by the applied specialization and cognate options, which facilitate development of a plan of study tailored to personal career goals; and (4) the scheduling of offerings to accommodate part-time students, including employed professionals, and to expedite completion of the program in as little as two academic years.

Degree Requirements

The curriculum consists of 33 credits in approved courses, a synthesis paper, and a written comprehensive examination. Comprehensive examinations will be routine. Under exceptional circumstances, you may be exempted from taking

your comprehensive examination by the advising committee. The circumstances will include (1) achieving A's in all graduate courses (if you meet the following two criteria regarding synthesis paper and conference paper/publication and have all A's in courses up to your last semester, you are exempt from comprehensive exams even if you are taking courses that semester); (2) having the synthesis paper approved by the deadline for that semester; and (3) either having a single-authored competitive paper presented at a regional or national scholarly meeting or having a single-authored competitive paper published in a regional or national scholarly journal.

Teaching Assistantships

A limited number of teaching assistantships are available and provide tuition reduction and a stipend. The assistantship normally requires teaching two Fundamentals of Speech Communication courses or other duties as assigned. All recipients must be enrolled in two graduate courses during each of the regular semesters of the academic year. See www.ipfw.edu/comm/grad for details.

Communication Theory Core (12 credits)

At least one of the following: (3 credits)

- COM 58200 - Descriptive/Experimental Research in Communication Cr. 3.
- COM 58400 - Historical/Critical Research in Communication Cr. 3.

At least three of the following: (9 credits)

- COM 51200 - Theories of Interpersonal Communication Cr. 3.
- COM 51800 - Theories of Persuasion Cr. 3.
- COM 52000 - Small Group Communication Cr. 3.
- COM 52100 - Theories of Rhetoric Cr. 3.
- COM 52700 - Introduction to Cultural Studies Cr. 3.
- COM 55900 - Current Trends in Mass Communication Research Cr. 3.
- COM 57400 - Organizational Communication Cr. 3.

Specialization Courses (up to 21 credits)

- COM 50200 - Classroom Communication Cr. 3.
- COM 50700 - Introduction to Semiotics Cr. 3.
- COM 50800 - Nonverbal Communication in Human Interaction Cr. 3.
- COM 51500 - Persuasion in Social Movements Cr. 3.
- COM 51600 - Analysis of Persuasive Messages Cr. 3.
- COM 51700 - Communication in Politics Cr. 3.
- COM 52200 - History and Criticism of Public Communication Cr. 3.
- COM 52300 - Communication in Personal Relationships Cr. 3.
- COM 52500 - Advanced Interviewing Cr. 3.
- COM 53100 - Special Topics in Mass Communication Cr. 3.
- COM 53400 - Comparative Telecommunication Systems Cr. 3.
- COM 53700 - Educational/Instructional Television Cr. 3.
- COM 55700 - Legal Dimensions of Communication Cr. 3.
- COM 56000 - Rhetorical Dimensions of Mass Media Cr. 3.

- COM 56300 - Public Policy in Telecommunication Cr. 3.
- COM 57600 - Health Communication Cr. 3.
- COM 59000 - Directed Study of Special Problems Cr. 1-3.
- COM 59700 - Special Topics in Communication Cr. 3.

Cognate Studies

Credits selected, with the approval of your advisor or advising committee, from upper division or graduate courses in communication or other disciplines.

Total (33 Credits)

English and Linguistics

Department of English and Linguistics
College of Arts and Sciences
Hardin Aasand, Chair
Michael S. Stapleton, Graduate Program Director
260-481-6841 ~ Fax: 260-481-6985
www.ipfw.edu/engl ~ Liberal Arts Building 145

The graduate programs of the Department of English and Linguistics help you prepare to teach, write professionally, or enter a doctoral program in English. They help in-service teachers enhance their understanding of British and American literature, the English language, and the teaching of writing. They provide a structured curriculum for students pursuing humanistic studies beyond the baccalaureate degree.

Admission

To be regularly admitted to a master's program in English, you must have completed an undergraduate major or minor in English with a cumulative GPA of at least 3.0 (4.0=A) or better and a GPA of at least 3.0 or better in all English courses. In addition, you must earn a satisfactory score on the general aptitude section of the GRE. If you do not meet these requirements, you may be admitted conditionally. Conditions might, for example, require you to complete prerequisite courses without credit toward the graduate degree, or to maintain a given GPA during your first 6–12 credits in the program.

To receive the M.A.T., you must have at least provisional public-school certification in English. If you lack such certification when you enter the program, you must fulfill certification requirements while you complete the M.A.T. requirements.

Degree Requirements

Separate requirements apply to the M.A. and the M.A.T. degrees. You must complete all degree requirements within five years of your admission to the program.

Graduate

English (M.A.)

Indiana University
Master of Arts (M.A.)

Department of English and Linguistics
College of Arts and Sciences
Hardin Aasand, Chair
M. L. Stapleton, Graduate Program Director
260-481-6841 Fax: 260-481-6985
www.ipfw.edu/engl ~ Liberal Arts Building 145

To earn this degree, you must complete at least 36 credits in courses administered by the department (courses are generally 3 credits each). You must maintain a GPA of at least 3.0 or better in courses taken to fulfill degree requirements; no course with a grade below B will count toward the degree.

Your program must include three courses in professional scholarship, one course in critical theory, and two 700-level seminars offered by the Department of English. Courses in Liberal Studies will not fulfill this requirement. It must include at least four courses in one of five available concentrations: (1) British literature before 1700; (2) British literature after 1700; (3) American literature; (4) English language and linguistics, and (5) Writing Studies.

You may, with your advisor's approval, apply courses that satisfy core requirements to your concentration requirements. If you do, you must still complete enough approved elective courses to meet the required minimum of 36 credits.

You must complete all M. A. degree requirements within five years of your admission to the program.

Teaching Assistantships

Students may qualify for appointment as a teaching aide. An interview with the Director of Writing and a course in composition theory and practice are required. Such appointments (with the title graduate aide) carry a stipend as well as partial remission of fees. Aides typically teach one or two sections of freshman or developmental composition.

Master of Arts in English Requirements

- At least 6 hours of the concentration or Electives must be 700 – level seminars offered by the Department of English. Courses in Liberal Studies will not fulfill this requirement.

- It is recommended that a student who plans to pursue a doctorate in literary study demonstrate reading proficiency in an approved foreign language under the auspices of the Department of International Language and Culture Studies by passing:
  - A 300-level literature course in a foreign language with a grade of A or B, or
  - A written examination that demonstrates a student's proficiency in reading and translating a foreign language.

- It is also recommended that a student who plans to pursue a doctorate in literary study elect to write a Master's Thesis (3–6 Credit Hours).

Core (12 credits)

- ENG B501 - Professional Scholarship in Literature Cr. 3.
- ENG C517 - Professional Scholarship in Writing Studies Cr. 3.

- LING L505 - Professional Scholarship in Language Study and Linguistics Cr. 3.
- ENG B605 - Critical Theory Cr. 3.

Concentration (12 credits)

Four courses from one of the following:

(1) British literature before 1700
(2) British literature after 1700
(3) American literature
(4) Language and Linguistics
(5) Writing Studies

Electives (12 Credit Hours)

Enough courses applicable to the degree to bring the program to at least of at least 36 credit hours.

Total Minimum: 36 Credit Hours

English Teaching (M.A.T.)

Indiana University
Master of Arts for Teachers (M.A.T.)

Department of English and Linguistics
College of Arts and Sciences
Hardin Aasand, Chair
M. L. Stapleton, Graduate Program Director
260-481-6841   Fax: 260-481-6985
www.ipfw.edu/engl ~ Liberal Arts Building 145

To earn this degree, you must complete at least 36 credits (courses are generally 3 credits each). You must maintain a GPA of at least 3.0 or better in courses taken to fulfill degree requirements; no course with a grade below B will count toward the degree.

At least eight of your courses (normally 24 credits) must be graduate-level courses administered by the Department of English and Linguistics. These must include: (1) a course in the English language or linguistics; (2) a course in rhetorical or composition theory, and; (3) a course in ethnic or minority literature. At least five more courses must be elected from among the graduate offerings of the Department of English and Linguistics. Up to 12 of the 36 required credits may be elected from courses approved by the director of graduate studies, but administered by a department other than English and Linguistics. For example, if you are working toward certification, you may be able to count some of your education courses as electives for the M.A.T.

You may elect to write a master's thesis (3 − 6 credits). If you do not write a thesis, you must complete a 700-level seminar offered by the Department of English. Courses in Liberal Studies will not fulfill this requirement. The M.A.T. program does not require you to demonstrate foreign language proficiency or to sit for a comprehensive examination.

In addition to completing these requirements, you must hold at least provisional public-school certification in English, and provide a copy of your Indiana State Teacher's License. You must complete all M.A.T. degree requirements within five years of your admission to the program.

Teaching Assistantships

Students in the M.A.T. program may qualify for appointment as teaching aides. Such appointments (with the title graduate aide) carry a stipend as well as partial remission of fees. Aides typically teach one or two sections of freshman or developmental composition.

Program Requirements

Core (9 credits)

- A course in the English language or linguistics
- A course in rhetorical or composition theory
- A course in ethnic or minority literature

Electives administered by the Department of English and Linguistics (15–27 credits)

Approved electives from appropriate departments (0–12 credits)

Minimum (36 credits)

Certificate

Teaching English as a New Language, Graduate Level Certificate

Indiana University
Graduate Certificate in Teaching English as a New Language

Department of English and Linguistics
College of Arts and Sciences
Hardin Aasand, Chair
Michael Stapleton, Graduate Program Director
Hao Sun, TENL Program Coordinator
260-481-6841   Fax: 260-481-6985
ww.ipfw.edu/engl - Liberal Arts Building 145

The graduate certificate in Teaching English as a New Language (TENL) prepares students for teaching English to speakers of other languages in a variety of learning venues world-wide.It is intended for students who are working toward a graduate degree in English as well as for practicing teachers who wish to meet state professional requirements for teaching English as a new language. Other potential audiences include individuals who plan to live and teach abroad, and wish to work obtain professional training. The obtained certificate will significantly enhance one's career opportunities overseas for English language teaching.

Our TENL program matches most other such academic programs nationwide.The required courses will familiarize students with the major theoretical perspectives, pedagogies and resources of English language teaching. The capstone Practicum provides students with real-world experience through teaching English language learners in classroom

settings. The TENL certificate can stand alone as a separate credential or be integrated with the requirements of the M.A. or M.A.T. program in English.

In addition, **licensure endorsement** is available to TENL Certificate students who are licensed teachers, candidates who are already licensed in specific content area(s) at specific grade levels, or prospective teachers who are in the process of obtaining such a license. Please see the special requirements below for the licensure endorsement.

Certificate Requirements

The TENL certificate will require satisfactory completion of eighteen credit hours of course work in the areas of ENL pedagogy and materials preparation, second language acquisition theories, sociolinguistics and cultural issues, English grammar, and practical classroom experiences.

No course with a grade below 3.0 may be applied toward the certificate. Students must maintain a minimum overall 3.0 GPA or better in all graduate courses. Failure to do so will result in automatic dismissal from the program.

Transfer of credit hours from other accredited institutions may be considered based on evaluations of materials presented by students including transcripts, course syllabi and completed assignments.

Courses Required for the Graduate Certificate in TENL

(LING L103 or equivalent is a prerequisite for all TENL courses, 500-level or higher.)

Grammar (3 credits)

- ENG G500 - Introduction to the English Language Cr. 3-4.

Methods (6 credits)

- LING P511 - Methods and Materials for TESOL 1 Cr. 3.
- LING P512 - Methods and Materials for TESOL 2 Cr. 3.

Language Acquisition (3 credits)

- LING L532 - Second Language Acquisition Cr. 3.

Sociolinguistics (3 credits)

- LING L619 - Language and Society Cr. 3.

Practicum (3 credits)

- LING L535 - TESOL Practicum Cr. 3.

Applications and Admission

To be eligible for admission to the graduate certificate in TENL, you must have completed:

- A Bachelor's degree, from an accredited college or university, with at least a 2.5 of 4.0 GPA.
- At least 3 credit hours of coursework in linguistics, with at least a 3.0 of 4.0 GPA (e.g. LING L103, LING L303 or other approved courses).
- At least 3 credit hours of coursework in college-level writing (or the equivalent), with at least a 3.0 of 4.0 GPA.

Students who do not meet these requirements may be admitted conditionally.

Students who seek to integrate the graduate TENL Certificate Program with an M.A. or M.A.T. in English must have completed the following to meet the program requirements in addition to the TENL requirements:

- A Bachelor's degree, from an accredited college or university, with at least a 3.0 of 4.0 GPA.
- A satisfactory score on the general aptitude section of the GRE (Graduate Record Examination).
- To receive the M.A.T., students must have at least provisional public school certification in English by the time they graduate.

Students who do not meet these requirements may be admitted conditionally to the M.A. or M.A.T. Program in English.

Note: Admission to the TENL Program does not guarantee admission to the master's program in English & Linguistics. Students who wish to pursue a master's will be asked to submit a separate application. If admitted to the master's degree program in English and Linguistics, you will be able to apply all 18 credits of this license to the degree provided that the degree is completed within 5 years of your admission to the program.

Licensure Endorsement

The Department of English and Linguistics, in conjunction with the School of Education (SOE), offers an endorsement in Teaching English as a new Language to licensed teachers, candidates who are already licensed in specific content area(s) at specific grad levels,or prospective teachers who are in the process of obtaining such a license.

Licensure Endorsement Requirements

The licensure endorsement will require satisfactory completion of eighteen credit hours of course work in the areas of ENL pedagogy and materials preparation, second language acquisition theories, sociolinguistics and cultural issues, English grammar and practical classroom experiences.

In addition to the requirements listed above for the TENL Certificate, applicants will be required to submit a copy of their teaching license.No course with a grade below 3.0 will count toward the ENL Licensure Endorsement. Students must maintain a minimum overall 3.0 GPA or better in all graduate courses. Failure to do so will result in automatic dismissal from the program.

After completion of all coursework in the TENL Certificate program, those seeking the licensure endorsement must apply to the state of Indiana to have the endorsement applied to their license. Students will be assisted with applications through the Department of English and the School of Education.

Liberal Studies

Liberal Studies Program
College of Arts and Sciences
Michael E. Kaufmann, Graduate Program Director
260-481-6760 ~ www.ipfw.edu/libstudies ~ Liberal Arts Building 127

The Master of Liberal Studies program enables you to study the liberal arts beyond the baccalaureate degree. If your undergraduate education was primarily professional, you can broaden your general education by building upon your life experience and skills. If you regard the liberal arts as subjects for lifetime learning, the M.L.S. provides a coherent, challenging program of graduate study. The program is not intended as preparation for doctoral study.

If you are accepted into the M.L.S. program, the program director will assist you in developing a course of study appropriate to your needs and interests. You may enroll in graduate courses offered by any department in the College of Arts and Sciences for which you have appropriate background or prerequisites. You may also enroll in courses with the LBST prefix, intended specifically for students in the M.L.S. program. These multidisciplinary courses focus on major issues in the natural sciences, social sciences, and humanities.

Admission

For regular admission, you must have completed an undergraduate degree with a cumulative GPA of 3.0 or better (4.0=A). You may qualify for provisional admission if you do not meet these requirements. However, you may be required to complete prerequisite courses without credit toward the graduate degree.

Academic Regulation

In addition to fulfilling the academic regulations that apply to all Indiana University graduate students, you must earn a grade of B or better in each course applied toward the degree.

Graduate

Liberal Studies (M.L.S.)

Indiana University
Master of Liberal Studies (M.L.S.)

Liberal Studies Program
College of Arts and Sciences
Michael E. Kaufmann, Graduate Program Director
260-481-6760 ~ www.ipfw.edu/libstudies ~ Liberal Arts Building 127

The Master of Liberal Studies program enables you to study the liberal arts beyond the baccalaureate degree. If your undergraduate education was primarily professional, you can broaden your general education by building upon your life experience and skills. If you regard the liberal arts as subjects for lifetime learning, the M.L.S. provides a coherent, challenging program of graduate study. The program is not intended as preparation for doctoral study.

Recently, the program created a Fine Arts track to complement the Liberal Arts track. The two tracks are roughly similar and both require the three core seminars. However, the Fine Arts track includes fine arts studio courses, and requires the LBST D500 Graduate project (it is an option-with LBST D700-or those students on the Liberal Arts track). For those on the Fine Arts track, the studio courses bring the total hours for the degree to 33 credit hours.

If you are accepted into the M.L.S. program, the program director will assist you in developing a course of study appropriate to your needs and interests. You may enroll in graduate courses offered by any department in the College of Arts and Sciences for which you have appropriate background or prerequisites. You may also enroll in courses with the LBST prefix, intended specifically for students in the M.L.S. program. These multidisciplinary courses focus on major issues in the natural sciences, social sciences, and humanities.

Admission

For regular admission, you must have completed an undergraduate degree with a cumulative GPA of 3.0 or better (4.0=A). You may qualify for provisional admission if you do not meet these requirements. However, you may be required to complete prerequisite courses without credit toward the graduate degree.

Academic Regulation

In addition to fulfilling the academic regulations that apply to all Indiana University graduate students, you must earn a grade of B or better in each course applied toward the degree.

Degree Requirements

To earn the M.L.S., you must complete one of the two following requirements for either the Liberal Studies or Fine Arts track:

Liberal Arts Track

- LBST D501 - Humanities Seminar Cr. 3.
- LBST D502 - Social Science Seminar Cr. 3.
- LBST D503 - Science Seminar Cr. 3.

One of the following (3 Credits)

- LBST D500 - Graduate Project Cr. 3-6.
- LBST D700 - Topics in Liberal Studies Cr. 3.

Additional Credits: 18

- Credits in other graduate-credit courses, including no more than 12 credits in English and no more than 9 credits in any other discipline.

Liberal Arts Track Total: 30

Fine Arts Track

- LBST D500 - Graduate Project Cr. 3-6.
- LBST D501 - Humanities Seminar Cr. 3.
- LBST D502 - Social Science Seminar Cr. 3.
- LBST D503 - Science Seminar Cr. 3.

Additional Credits: 18

- Fine Arts/Visual Communication and Design Studio Cr. 6.
- Arts and Sciences Graduate courses Cr. 12.

Fine Arts Track Total: 33

Mathematical Sciences

Department of Mathematical Sciences
College of Arts and Sciences
David A. Legg, Chair
W. Douglas Weakley, Graduate Program Director
260-481-6233 ~ www.ipfw.edu/math ~ Kettler Hall 200

Two M.S. programs are offered-one with a major in mathematics, one with a major in mathematics and an option in applied mathematics/operations research. More than one year of study will be required to complete either program. All courses are offered in the evening.

The M.S. with a major in mathematics is the appropriate program if you have an interest in a traditional mathematics program or if you are a secondary school mathematics teacher or a prospective Ph.D. student. To qualify for admission, you should have a strong undergraduate background in mathematics, including as much work as possible in abstract algebra, linear algebra, advanced calculus, analysis, and differential equations.

The M.S. with a major in mathematics and an option in applied mathematics/operations research is the appropriate program if you are, or plan to be, employed in a position in business or industry that requires significant proficiency in mathematics. To qualify for admission, you should have a background in mathematics that includes ordinary differential equations, advanced calculus, linear algebra, and proficiency in a computer programming language.

Degree Requirements

The programs have separate sets of degree requirements.

Graduate

Mathematics (M.S.)

Purdue University
Master of Science (M.S.)

Department of Mathematical Sciences
College of Arts and Sciences
David A. Legg, Chair
W. Douglas Weakley, Graduate Program Director
260-481-6233 ~ www.ipfw.edu/math ~ Kettler Hall 200

The M.S. with a major in mathematics is the appropriate program if you have an interest in a traditional mathematics program or if you are a secondary school mathematics teacher or a prospective Ph.D. student. To qualify for admission, you should have a strong undergraduate background in mathematics, including as much work as possible in abstract algebra, linear algebra, advanced calculus, analysis, and differential equations.

Academic Regulations

In addition to satisfying regulations that apply to all Purdue University graduate students, you must earn at least a grade of B in each course used to satisfy degree requirements. However, your advisory committee may agree to accept up to two courses in which you earn grades of C.

Teaching Assistantships

A limited number of half-time teaching assistantships (with the title graduate aide) are available. and provide tuition reduction and a stipend Contact the department chair for details.

Program Requirements

Your plan of study must contain at least 30 credits, and normally will include the following courses:

- 3 Credits in another mathematics or statistics course.
- 6 Credits in additional courses approved by your advisory committee. The courses may be in mathematical sciences. If you take courses outside mathematical sciences, you must select two from the same discipline.
- MA 57100 - Elementary Topology Cr. 3.
- STAT 51900 - Introduction to Probability Cr. 3.

Four courses in algebra and analysis selected from the following: (12 credits)

- MA 52500 - Introduction to Complex Analysis Cr. 3.
- MA 54000 - Analysis I Cr. 3.
- MA 54100 - Analysis II Cr. 3.
- MA 55300 - Introduction to Abstract Algebra Cr. 3.
- MA 55400 - Linear Algebra Cr. 3.

One of the following: (3 Credits)

- MA 56000 - Fundamental Concepts of Geometry Cr. 3.
- MA 57500 - Graph Theory Cr. 3.

Total (30 Credits)

Mathematics and Option in Applied Mathematics/Operations Research (M.S.)

Purdue University
Master of Science (M.S.)

Department of Mathematical Sciences
College of Arts and Sciences
David A. Legg, Chair

The M.S. with a major in mathematics and an option in applied mathematics/operations research is the appropriate program if you are, or plan to be, employed in a position in business or industry that requires significant proficiency in mathematics. To qualify for admission, you should have a background in mathematics that includes ordinary differential equations, advanced calculus, linear algebra, and proficiency in a computer programming language.

Academic Regulations

In addition to satisfying regulations that apply to all Purdue University graduate students, you must earn at least a grade of B in each course used to satisfy degree requirements. However, your advisory committee may agree to accept up to two courses in which you earn grades of C.

Teaching Assistantships

A limited number of half-time teaching assistantships (with the title graduate aide) are available, and provide tuition reduction and a stipend. Contact the department chair for details.

Program Requirements

Your plan of study must contain at least 30 credits, and normally will include the following courses:

- CS 52000 - Computational Methods in Analysis Cr. 3.
- MA 51100 - Linear Algebra with Applications Cr. 3.
- MA 52100 - Introduction to Optimization Problems Cr. 3.
- MA 52500 - Introduction to Complex Analysis Cr. 3.
- MA 54000 - Analysis I Cr. 3.
- STAT 51900 - Introduction to Probability Cr. 3.
- STAT 52800 - Introduction to Mathematical Statistics Cr. 3.

Additional Courses: (9 Credits)

Credits in additional courses approved by your advisory committee. The courses are to be selected from graduate-level courses appropriate for your emphasis and may include courses from physics, engineering, business, statistics, mathematics, and computer science. Suggested courses include:

- CS 51400 - Numerical Analysis Cr. 3.
- CS 54300 - Introduction to Simulation and Modeling of Computer Systems Cr. 3.
- CS 58000 - Algorithm Design Analysis and Implementation Cr. 3.
- MA 57500 - Graph Theory Cr. 3.
- STAT 51200 - Applied Regression Analysis Cr. 3.
- STAT 51400 - Design of Experiments Cr. 3.

Total (30 Credits)

Mathematics Teaching (M.A.T.)

Purdue University
Master of Arts for Teachers (M.A.T.)

Department of Mathematical Sciences
College of Arts and Sciences
David A. Legg, Chair
W. Douglas Weakley, Graduate Program Director
260-481-6233 ~ www.ipfw.edu/math ~ Kettler Hall 200

The master's program in mathematics education is a 33 credit hour cohort program, carefully designed to provide professional growth for middle and secondary school mathematics teachers by scaffolding and intertwining theory and practice in mathematics education across four academic-year semesters and two summer sessions. The cohort begins in the spring semester (January of each academic year) and concludes formal course work in the summer session, three semesters later. For example, a program beginning in January 2009 would conclude formal classroom sessions in Summer 2010. During the fourth semester, Fall 2010 in this example, students will complete an original research project and write a final report with the timeline for completion determined by their work and their advisors' approval.

Applicants must hold a 5-year proficient practitioner's license beyond the 2-year initial practitioner's license. Please include a copy (not the original) of the license with your application packet.

Academic Regulations

In addition to satisfying regulations that apply to all Purdue University graduate students, you must earn at least a grade of B in each course used to satisfy degree requirements. However, your advisory committee may agree to accept up to two courses in which you earn grades of C.

Teaching Assistantships

A limited number of half-time teaching assistantships (with the title graduate aide) are available. and provide tuition reduction and a stipend Contact the department chair for details.

Program Requirements

Your plan of study must contain at least 33 credits, and normally will include the following courses:

- MA 57500 - Graph Theory Cr. 3.
- MA 59800 - Topics in Mathematics Cr. 1-5.
- EDUA M550 - Practicum: Junior High/Middle School Cr. 1-8.
  Nine weeks in the first summer.
- EDUC H538 - Critical Thinking and Education Cr. 3.
  Nine weeks in the first summer.
- MA 55600 - Introduction to the Theory of Numbers Cr. 3.
  Summer Session II.
- STAT 51600 - Basic Probability and Applications Cr. 3.
- EDUC P503 - Introduction to Research Cr. 3.
- EDUC N517 - Advanced Study in the Teaching of Secondary School Mathematics Cr. 3.
- MA 56000 - Fundamental Concepts of Geometry Cr. 3.
- EDUC S590 - Research in Secondary Education Cr. 1-3.
  Nine weeks in the second summer.
- MA 58000 - History of Mathematics Cr. 3.

Summer Session II.

Original Research Project

Students conduct and write a final report of an original research project in their fourth semester.

Total (33 Credits)

Certificate

Applied Statistics, Graduate Level Certificate in

Purdue University
Graduate-Level Certificate in Applied Statistics

Department of Mathematical Sciences
College of Arts and Sciences
David A. Legg, Chair
W. Douglas Weakley, Graduate Program Director
260-481-6233 ~ www.ipfw.edu/math ~ Kettler Hall 200

The Graduate Certificate in Applied Statistics is designed to give engineers and technical managers the statistical knowledge and experience needed for good planning and quality control.

Admission

You must have completed a calculus and a statistics course to be admitted. To apply, visit the Web site www.gradschool.purdue.edu/admissions. If you have questions, please call Doug Weakley at 260-481-6233 or e-mail weakley@ipfw.edu.

Program Restrictions

All of the courses are offered starting at 4:30 p.m. or later, two days a week; the certificate requires a grade of B or better in each course. At most, one course may be transferred from another institution. Courses applied toward the certificate may also be applied toward either of IPFW's master's programs in mathematics.

Certificate Requirements (12 credit hours)

- STAT 51200 - Applied Regression Analysis Cr. 3.
- STAT 51400 - Design of Experiments Cr. 3.
- STAT 51900 - Introduction to Probability Cr. 3.
- STAT 52800 - Introduction to Mathematical Statistics Cr. 3.

Sociology

Department of Sociology
College of Arts and Sciences
Augusto De Vananzi, Graduate Program Director
260-481-6669 ~ 260-481-0474
www.ipfw.edu/soca/soc ~ Liberal Arts Building 241

The M.A. in sociological practice at IPFW prepares you to be a skilled practitioner of sociology. As a discipline, sociology examines the structures and dynamics of human life in groups. The goal of the program is to have students apply the sociological perspective to research, analysis, and intervention in the function of social institutions, organizations, and groups.

Successful completion of the M.A. in sociological practice program will enable you to:

- Acquire an advanced understanding of sociological practice including history, theory, professionalism, and ethics.
- Develop skills in the design, implementation, and analysis of social research and in the interpretation of social science research data for a nonacademic audience.
- Develop skills to design and implement flexible, creative, research-based interventions to affect change in groups, organizations, and societies.

Admission

To be considered for regular admission, you must have a baccalaureate degree including a major in sociology or a related discipline with a GPA of B or better (3.0 on a 4.0 scale). GRE scores are optional. Your application for admission must include an essay that will demonstrate that your writing skills and career objectives are in line with the program. An interview is recommended.

If you have not completed an undergraduate degree in sociology, you may be admitted contingently if you have completed the following core undergraduate sociology courses or their approved equivalent with a grade of B or better in each course: sociological theory, sociological methods, and statistics. If you do not have one or all of these core undergraduate classes, you may be admitted with the contingency that you will need to complete these undergraduate courses or their approved equivalent before you are allowed to enroll in the parallel graduate courses.

Academic Regulations

In addition to fulfilling the academic regulations that apply to all Indiana University graduate students, you must earn a grade of B or better in each course applied toward the degree.

Financial Aid

To be considered a full-time student and qualify for financial aid, graduate students must be enrolled for at least 9 credits per semester. Sources of financial aid for graduate students include, but are not limited to, Subsidized Federal Stafford Loans, Unsubsidized Federal Stafford Loans, Perkins Loans, and Federal Work Study. You may qualify for appointment as a teaching or research aide. Such appointments carry a stipend as well as partial remission of fees.

Graduate

Sociological Practice (M.A.)

Indiana University
Master of Arts (M.A.)

Department of Sociology
College of Arts and Sciences
Augusto De Vananzi, Graduate Program Director
260-481-6669 ~ 260-481-0474 ~ www.ipfw.edu/soca/soc ~ Liberal Arts Building 241

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If you have not completed an undergraduate degree in sociology, you may be admitted contingently if you have completed the following core undergraduate sociology courses or their approved equivalent with a grade of B or better in each course: sociological theory, sociological methods, and statistics. If you do not have one or all of these core undergraduate classes, you may be admitted with the contingency that you will need to complete these undergraduate courses or their approved equivalent before you are allowed to enroll in the parallel graduate courses.

Academic Regulations

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Degree Requirements

The M.A. in sociological practice is a 33 credit program composed of the core and applied research elective components.

Core Component (18 credits)

The core component is designed to provide you, through a series of foundation seminars, with a general level of graduate training in the intellectual tools of sociology. Included are theory, methods, statistics, and professional development.

Elective Component (15 credits)

The elective component provides an opportunity to develop a curriculum emphasizing the applied research component of sociological practice. After successfully completing the core component (except for the practicum or thesis), you will meet with your mentor to design a program selecting electives in applied sociology or other approved graduate courses.

Practicum Option (6 credits)

The practicum option gives you hands-on professional practice experience. It is generally divided during a two-semester sequence. During the first semester, you will develop a practicum proposal intended to outline the expectations and anticipated outcomes of the practicum experience. The proposal must be approved by the practicum committee before you can register for the final semester of the sequence. While developing the proposal, carrying out the practicum, or writing the report, students may enroll for additional credits of SOC P698 as needed, but only 6 credits of the course will count toward meeting the degree requirements. The practicum will serve as a capstone experience in which you integrate and apply what has been learned in formal course work. The final report (40–100 pages) must incorporate policy recommendations for resolving a problem or improving the functioning of the organization or situation in which you were involved.

Thesis Option (6 credits)

The thesis option prepares students for professional practice through a more traditional applied research project. The thesis should exhibit advanced theoretical and methodological knowledge, as well as demonstrate independent thinking and evaluation of the quality of a potentially publishable professional journal article.

Upon approval of the thesis committee, you will enroll in the first semester of SOC P699 and develop a thesis proposal. The proposal is intended to outline the problem addressed along with the theory and methods to be used. The proposal must be approved by the thesis committee before the student can register for the final semester of SOC P699. While developing the proposal or writing the thesis, students may enroll for additional credits of SOC P699 as needed, but only 6 credits of the course will count toward meeting the requirements.

College of Engineering, Technology, and Computer Science

Graduate

Technology (M.S.)

Purdue University
Master of Science (M.S.)

College of Engineering, Technology, and Computer Science
Gerald Voland, Dean
Paul I. Lin, Interim Graduate Program Director
260-481-4127 ~ http://www.etcs.ipfw.edu/mstech/index.shtml
Engineering, Technology, and Computer Science Building 221

The Master of Science in Technology prepares qualified students and working professionals to assume leadership positions facing the challenges of global technical competition. Faculty mentored creative projects are developed specifically to apply to individual career needs. A selection of graduate electives allows for the choice of additional degree specialization in:

- Information Technology/Advanced Computer Applications
- Industrial Technology/Manufacturing

The graduate will have advanced knowledge and skills that are required to function effectively in a modern, international, technical environment and to accept increasing responsibility in industrial and business positions. Elective choices will enable students to increase their technical knowledge within a chosen area of modern technology, as well as their knowledge in a related area such as leadership or communication.

Admission Requirements

Applicants may have technical or non-technical backgrounds with a four-year undergraduate degree required from a recognized institution. Candidates are sought with creative abilities, leadership, interpersonal skills, and personal motivation indicating strong potential to advance in a technology-related career. For regular admission, a cumulative GPA of 3.0 or better is required; however, the Graduate Committee evaluates candidates for admission based upon a number of characteristics essential for success in the program. These characteristics include the candidate's intellectual capacity and individual factors such as motivation, leadership, communication, and interpersonal skills.

Special Requirements: Applicants for the Information/Technology/Advanced Computer Applications technical specialization should have a minimum of 15-18 undergraduate credits of computing and network course work or equivalent experience or credentials.

Teaching Assistantships

The Master of Science in Technology program may have graduate teaching assistantships available in one or more academic program areas. Teaching assistantships usually include a stipend and substantial fee remission. Teaching assistants typically teach one or two undergraduate introductory-level courses. Generally these are not available to first-term students. Check with the program director for availability.

Degree Requirements

Technology Core (9 credits)

- IT 50700 - Measurement and Evaluation in Industry and Technology Cr. 3.
- IT 50800 - Quality and Productivity in Industry and Technology Cr. 3.
- TECH 64600 - Analysis of Research in Industry and Technology Cr. 3.

Technology Specialization (12 credits) Choose one specialization area:

Information Technology/Advanced Computer Applications

- CPET 54500 - Service-Oriented Architecture and Enterprise Applications Cr. 3.
- CPET 56500 - Mobile Computing Systems Cr. 3.
- CPET 57500 - Management of Technology Cr. 3.
- CPET 58100 - Workshop In Computer Engineering Technology Cr. 3.
- CPT 55500 - Advanced Network Security Cr. 3.
- ECET 58100 - Workshop in Electrical and Computer Engineering Technology Cr. 0-8.
- CPET 59000 - Special Problems in IT and Advanced Computer Applications Cr. 1-6.
- ECET 59000 - Special Problems in Electrical and Computer Engineering Technology Cr. 1-6.
- TECH 56100 - Industrial Projects Management and Control Cr. 3.

Industrial Technology/Manufacturing

- TECH 54000 - Reliability and Maintenance Cr. 3.
- TECH 55700 - Tolerancing Techniques Cr. 3.
- TECH 56100 - Industrial Projects Management and Control Cr. 3.
- TECH 59500 - Workshop in Advanced Technology Cr. 0-8.
  See advisor for additional requirements.
- IT 59000 - Special Problems in Industrial Technology Cr. 1-6.
- CPET 57500 - Management of Technology Cr. 3.

Technical/Leadership Electives (9 credits)

Choose courses with advice from your faculty mentor in order to create an individual plan of study.

Directed Project (3 credits)

- CPET 59800 - Directed MS Project Cr. 1-3.
- ECET 59800 - Directed MS Project Cr. 1-3.
- IT 59800 - Directed MS Project Cr. 1-3.

Total (33 Credits)

Computer Science

Department of Computer Science
College of Engineering, Technology, and Computer Science
Peter A. Ng, Chair
David Q. Liu, Graduate Program Director

The Master of Science with a major in applied computer science (ACS) is designed to meet the objectives of students with a professional interest in computer-related fields and to help meet the computing expertise needs of their employers. As the name implies, the philosophy of the program is applied. Courses of the program stress a hands-on approach, applying theory to the practical problems of developing engineering and information systems with large software content. To meet the needs of working professionals, courses are primarily offered in the evening.

Graduates of the program will be in a position to assume leadership roles to:

- Providing technological and managerial perspectives on information management and the development of information systems;
- Formulating and assessing requirements for complex software-based systems;
- Using the principles of systems analysis and software engineering to design, implement, and test complex software-based systems; and
- Keeping abreast of the content and implications of technological advancements in applied computer sciences

Financial Aid

There are a limited number of graduate teaching assistantships available that include a stipend and substantial fee remission. Generally these are not available to first-term students.

Graduate

Applied Computer Science (M.S.)

Purdue University
Master of Science (M.S.)

Department of Computer Science
College of Engineering, Technology, and Computer Science
Peter A. Ng, Chair

David Q. Liu, Graduate Program Director
260-481-0182
Engineering, Technology, and Computer Science Building 125

The Master of Science with a major in applied computer science (ACS) is designed to meet the objectives of students with a professional interest in computer-related fields and to help meet the computing expertise needs of their employers. As the name implies, the philosophy of the program is applied. Courses of the program stress a hands-on approach, applying theory to the practical problems of developing engineering and information systems with large software content. To meet the needs of working professionals, courses are primarily offered in the evening.

Graduates of the program will be in a position to assume leadership roles in:

- Providing technological and managerial perspectives on information management and the development of information systems;
- Formulating and assessing requirements for complex software-based systems;

- Using the principles of systems analysis and software engineering to design, implement, and test complex software-based systems; and
- Keeping abreast of the content and implications of technological advancements in applied computer sciences.

Financial Aid

There are a limited number of graduate teaching assistantships available that include a stipend and substantial fee remission. Generally these are not available to first-term students.

Admission Requirements

Applicants to the program should have an undergraduate degree in engineering, business, mathematics, computer science, or another undergraduate degree and significant experience in professional computer practice. Program entrance requirements include a bachelor's degree with a cumulative GPA of 3.0 or better, proficiency in a high-level computer language equivalent to a two-semester college course, a course in data structures, a course in statistics or probability based on two semesters of calculus, and a course in finite or discrete mathematics.

The admission process is selective and meeting the above minimum admission requirements does not guarantee admission into the program. Applicants to the ACS program are expected to submit scores from the Graduate Record Exam (GRE): the quantitative, analytic, and verbal aptitude components.

These requirements are in addition to the standard admission requirements of the Purdue Graduate School.

As an example, the following IPFW courses satisfy the admissions requirements for the applied computer science program:

- CS 26000 - Data Structures Cr. 3.
- CS 36000 - Software Engineering Cr. 3.
- MA 17500 - Discrete Mathematics Cr. 3.
- STAT 51100 - Statistical Methods Cr. 3.

Course Prerequisites

In addition to the program prerequisites, students must meet the course prerequisites for each course taken. This may mean the need to take additional undergraduate courses if a student's undergraduate or professional preparation is not in computer science.

Degree Requirements

Curriculum Requirements

The curriculum requires 30 credit hours of approved graduate credit chosen with the guidance of a graduate advisor. The program will be configured to each individual's needs. Six of the 30 credit hours will consist of these core courses:

- ACS 56000 - Software Engineering Cr. 3.
- ACS 56200 - Systems Analysis and Design Cr. 3.

Remaining Requirements

- Non-thesis Option
  The remaining 24 credit hour minimum will be chosen from the ACS and CS courses listed in the Graduate Bulletin. All of these courses have CS 260 and STAT 511 or equivalents as prerequisites unless stated otherwise. Many have additional undergraduate prerequisites. A limited number of other graduate courses in mathematics, engineering, and occasionally business may be approved on an individual basis.

- Thesis Option
  A minimum of 18 credit hours will be chosen from the ACS and CS courses listed in the Graduate Bulletin. All of these courses have CS 260 and STAT 511 or equivalents as prerequisites unless stated otherwise. Many have additional undergraduate prerequisites. A limited number of other graduate courses in mathematics, engineering, and occasionally business may be approved on an individual basis. Please see the IPFW Graduate Bulletin from 2010-2011 for all current CS and ACS courses, except the ACS 698 being requested. Appendix B contains a sample plan of study for which the student would take the thesis option.

- ACS 69800 - Research M.S. Thesis Cr. 1-18.
  Minimum of 6 Credits; this could be more, depending on the research topic.

Engineering

Department of Engineering
College of Engineering, Technology, and Computer Science
Donald W. Muller Jr., Chair
260-481-6362 ~ www.engr.ipfw.edu/graduate/default.shtml
Engineering, Technology, and Computer Science Building 327

The Master of Science in Engineering (M.S.E.) is designed to meet the needs of students and motivated professionals seeking to deepen their knowledge of the principles and practice of engineering. The curriculum and course offerings will prepare graduates for leadership positions in their field. The program will offer four areas of specialization:

- Computer Engineering
- Electrical Engineering
- Mechanical Engineering
- Systems Engineering

Course offerings will be flexible to meet the needs of both full-time students and working adults.

Graduate

Engineering (M.S.E.)

Purdue University
Master of Science in Engineering (M.S.E.)

Department   of   Engineering
College   of   Engineering,   Technology,   and   Computer   Science
Donald   W.   Mueller   Jr.,   Chair
260-481-6362   ~   www.engr.ipfw.edu/graduate/default.shtml
Engineering,   Technology,   and   Computer   Science   Building   327

The Master of Science in Engineering (M.S.E.) is designed to meet the needs of students and motivated professionals

seeking to deepen their knowledge of the principles and practice of engineering. The program allows students to tailor their plans of study to take advantage of courses in computer science, mathematics, business, and management positioning them for advancement into senior engineering and/or engineering management positions. The program offers four areas of specialization:

- Computer Engineering
- Electrical Engineering
- Mechanical Engineering
- Systems Engineering

Most course are offered in the evening to meet the needs of both full-time students and working adults.

Admissions

Applicants are expected to hold baccalaureate degrees from an approved, accredited engineering program. Graduates with Bachelor of Science degrees in the physical sciences, computer science, mathematics or technology will also be considered for admission.

Applicants for the M.S.E. program should have achieved an undergraduate GPA of 3.0 or have other academic indices indicating the potential for superior performance.

Candidates to the M.S.E. program are required to have completed an undergraduate engineering mathematics and physics sequence. The minimum math requirement consists of three semesters of calculus and analytical geometry, plus courses in linear algebra and differential equations. The physics prerequisite is at least two semesters of calculus-based physics. Candidates should have also completed appropriate undergraduate engineering course work needed to be successful in graduate-level courses within their area of specialization.

These requirements are in addition to the standard admission requirements of the Purdue Graduate School.

Transfer Credits

No more than 12 credit hours can be transferred to IPFW from the following:

- Credits earned at another university;
- Credits earned as undergraduate excess;
- Credits earned as a post-baccalaureate student;
- Credits earned for a graduate certificate.

Teaching Assistantships

A limited number of graduate teaching assistantships are available to qualified students. Teaching assistantships usually include a stipend and substantial fee remission. Teaching assistants typically teach one or two undergraduate courses. Check with the program director for availability.

Degree Requirements

Students are required to complete 30 credits of course work to earn an M.S.E. Course requirements are flexible allowing students to tailor their program to specific career goals. The students must complete a plan of study during their first semester to document their intended curriculum.

Engineering Core Courses (12 credits)

Twelve credits of course work are required in the chosen area of specialization.

Computer Engineering

- ECE 54700 - Introduction to Computer Communication Networks Cr. 3.
- ECE 56500 - Computer Architecture Cr. 3.
- ACS 56000 - Software Engineering Cr. 3.
- ECE 533 - Linear Control Systems Cr. 3. is also required; course is awaiting approval to be taught at IPFW.

Electrical Engineering

- ECE 54700 - Introduction to Computer Communication Networks Cr. 3.
- ECE 56500 - Computer Architecture Cr. 3.
- ECE 533 - Linear Control Systems Cr. 3. is also required; course is awaiting approval to be taught at IPFW.
- ECE 538 - Digital Signal Processing Cr. 3. is also required; course is awaiting approval to be taught at IPFW.

Mechanical Engineering

- ME 50500 - Intermediate Heat Transfer Cr. 3.
- ME 50900 - Intermediate Fluid Mechanics Cr. 3.
- ME 56200 - Advanced Dynamics Cr. 3.
- CE 57000 - Advanced Structural Mechanics Cr. 3.

Systems Engineering

- SE 51000 - Systems Engineering Cr. 3.
- SE 52000 - Engineering Economics Cr. 3.
- SE 53000 - Systems Engineering Management Cr. 3.
- SE 54000 - Systems Architecture Cr. 3.

Engineering Electives (6 credits)

Student must take six credits of engineering courses that are consistent with their educational objectives.

Math, Statistics or Computer Science Electives (6 credits)

Students are required to take six credits of course work in mathematics, statistics or computer science that are consistent with their educational objectives. (Some statistics courses are not appropriate for some of the specialization areas. Please check with your advisor before enrolling in a statistics course.)

General Graduate Electives (6 credits)

Choose six credits of graduate courses in consultation with your advisor. Appropriate areas for course work include engineering, physics, math, computer science, business and organization, leadership and supervision.

Thesis Option (6-9 credits)

A student can opt to replace 6-9 elective credits with thesis research. To take advantage of this options the student must prepare a thesis proposal and gain departmental approval prior to signing up for thesis credits.

- ENGR 69800 - Master of Science in Enginering (M.S.E.) Thesis Research Cr. 1-18.

Other Programs

Systems Engineering, Graduate-Level Certificate

Purdue University
Graduate-Level Certificate in Systems Engineering

Department of Engineering
College of Engineering, Technology, and Computer Science
Donald W. Mueller Jr., Chair
260-481-6362 ~ www.engr.ipfw.edu/graduate/default.shtml
Engineering, Technology, and Computer Science Building 327

The Certificate in Systems Engineering is designed to recognize students who have completed a four-course sequence in systems engineering. The curriculum provides students with a background in system engineering fundamentals, system architecture, economics and engineering management. The systems engineering body of knowledge prescribes techniques and "best practices" for developing complex or interdisciplinary products. Professional engineers may find the program beneficial in helping them understand modern product development principles and best practices.

Application and Admission

Admission to the certificate program requires that students meet the requirements of the Purdue University Graduate School. Applicants should apply on-line at http://www.gradschool.purdue.edu/admissions.

It is expected that candidates to this graduate certificate program have earned a bachelors degree in an engineering discipline. Graduates with a Bachelors of Science in physical sciences,computer science, mathematics or technology will also be considered for admission. Applicants should have achieved an undergraduate grade point average of 3.0 or have demonstrated an appropriate level of preparation for the certificate program.

Certificate Requirements (12 credit hours)

Students are required to earn a grade of "B" or better in the required courses.

- SE 51000 - Systems Engineering Cr. 3.
- SE 52000 - Engineering Economics Cr. 3.
- SE 53000 - Systems Engineering Management Cr. 3.
- SE 54000 - Systems Architecture Cr. 3.

Organizational Leadership and Supervision

Division of Organizational Leadership and Supervision
College of Engineering, Technology, and Computer Science
Kimberly McDonald, Chair

Linda Hite, Graduate Program Director
260-481-6420 ~ www.ipfw.edu/ols ~ Neff Hall 288

Graduate study in Organizational Leadership provides a theoretical foundation to connect key concepts in leadership and human resources research with best practice. The master's and graduate certificate programs offer in-depth learning and career-oriented study with comprehensive and professionally relevant course work.

The M.S. in Organizational Leadership and Supervision offers students a foundation in the key principles of organizational leadership through core courses and the opportunity to choose a concentration, in either leadership or human resource management, that will provide in-depth knowledge and skills. OLS programs focus on understanding and working with people within organizations and the practical application of leadership concepts and theories. Graduates of the program will be prepared for leadership or human resources roles in a wide variety of **settings** including industrial, medical, service, and other profit and nonprofit organizations. The Graduate Certificate in Organizational Leadership is based on the core of the Organizational Leadership and Supervision master's degree program. The courses combine theory and practice to yield a combination that is immediately applicable to the work **place and builds** a foundation for more specialized study for those interested in advanced work.

Admission

The OLS graduate committee considers several factors to be important for academic success at the graduate level and uses a balanced perspective in evaluating candidates based on those factors. Candidates for the OLS master's degree are required to have earned an undergraduate degree from an appropriately accredited institution, preferably with a B or better average. In addition, candidates are expected to show leadership potential through strong interpersonal, analytical, and communication skills, as well as a high standard of equitable and ethical behavior.

The admissions process will require: (1) completion of an application including an essay that demonstrates writing skills, ability to articulate a leadership perspective, and clarity of career objectives; (2) official transcripts of all previous college and university work; (3) a recent resume; and (4) two recent letters of recommendation that reflect on professional and/or academic skills. If applicants are within five years of completing academic work, at least one of the letters should be from a former faculty member.

Applicants with undergraduate GPAs below 3.0 (4.0 scale) must present recent scores from either the GRE or the GMAT. Applicants for whom English is not a native language must present evidence of their proficiency in English by presenting appropriate TOEFL scores or equivalent results on a similar instrument (for example, the Michigan Test of English Language Proficiency).

Degree Requirements

The M.S. in OLS is a 36-credit-hour program composed of 18 credit hours of core and applied research requirements, and 18 credit hours in either the leadership or the human resources options.

Transfer Credit

No more than 6 graduate transfer credits earned at other accredited institutions may be considered for application to the plan of study. Requests for transferring credits into the program must be approved by the graduate admissions committee. No more than 12 graduate credits earned in non-degree status will be counted toward the degree.

Academic Requirements

A cumulative GPA of 3.0 (4.0 scale) or better is required through completion of the program. Students must earn a C (2.0) or better in all OLS courses applied to the degree. Any course grade below C (2.0) is not counted towards degree requirements, although all grades are used in computing the cumulative GPA.

Graduate

Organizational Leadership and Supervision (M.S.)

Purdue University
Master of Science (M.S.)

Graduate-Level Certificate in Organizational Leadership

Division of Organizational Leadership and Supervision
College of Engineering, Technology, and Computer Science
Kimberly S. McDonald, Chair
Linda Hite, Graduate Program Director
260-481-6420 ~ www.ipfw.edu/ols ~ Neff Hall 288

Graduate study in Organizational Leadership provides a theoretical foundation to connect key concepts in leadership and human resources research with best practice. The master's and graduate certificate programs offer in-depth learning and career-oriented study with comprehensive and professionally relevant course work.

The M.S. in Organizational Leadership and Supervision offers students a foundation in the key principles of organizational leadership through core courses and the opportunity to choose a concentration, in either leadership or human resource management, that will provide in-depth knowledge and skills. OLS programs focus on understanding and working with people within organizations and the practical application of leadership concepts and theories. Graduates of the program will be prepared for leadership or human resources roles in a wide variety of settings including industrial, medical, service, and other profit and nonprofit organizations. The Graduate Certificate in Organizational Leadership is based on the core of the Organizational Leadership and Supervision master's degree program. The courses combine theory and practice to yield a combination that is immediately applicable to the work place and builds a foundation for more specialized study for those interested in advanced work.

Admission

The OLS graduate committee considers several factors to be important for academic success at the graduate level and uses a balanced perspective in evaluating candidates based on those factors. Candidates for OLS graduate study are required to have earned an undergraduate degree from an appropriately accredited institution, preferably with a B or better average. In addition, candidates are expected to show leadership potential through strong interpersonal, analytical, and communication skills as well as high standard of equitable and ethical behavior.

The admission process will require:

- Completion of an application including an essay that demonstrates writing skills, ability to articulate a leadership perspective and clarity of career objectives*;*
- Official transcripts of all previous college and university work;
- A recent resume; and
- Two recent letters of recommendation that reflect on professional and/or academic skills. If applicants are within five years of completing academic work, at least one of the letters should be from a former faculty member.

Applicants with undergraduate GPAs below 3.0 (4.0 scale) must present recent scores from either the GRE or the GMAT. Applicants for whom English is not a native language must present evidence of their proficiency in English by presenting appropriate TOFEL scores or equivalent results on a similar instrument (for example, the Michigan Test of English Language Proficiency).

Degree Requirements

The M.S.in OLS is a 36-credit-hour program composed of 18 credit hours of core and applied research requirements, and 18 credit hours in either the leadership or the human resources concentrations. The graduate certificate in organizational leadership is a 15-credit hour program, with 9 required and 6 elective credits. Up to 12-credit hours earned in the certificate program may be transferred to the OLS master's program, but students enrolled in the master's degree program are not eligible for admission to the certificate program.

Core Requirements (18 credits)

All students complete the core courses to build a foundation in the key principles of organizational leadership. In these courses, students will learn how to assess and enhance organizational climates and cultures. In addition, they will use human resource practices, budgeting, and cost control methods to promote unit effectiveness.

- OLS 51000 - Foundations of Behavior and Leadership in Organizations Cr. 3.
- OLS 51500 - Foundations of Human Resources Cr. 3.
- OLS 52000 - Foundations of Organizational Context Cr. 3.
- OLS 52500 - Organizational Analysis and Action Cr. 3.

Research Courses

All students will complete two research courses: a research skills course to increase knowledge and understanding of research principles and a capstone applied research project course. (Prerequisites may be required for some of these courses.)

Select One Research Skills Option:

- COM 58200 - Descriptive/Experimental Research in Communication Cr. 3.
- EDUC P503 - Introduction to Research Cr. 3.

Capstone Research Project:

- OLS 68000 - Research in OLS Cr. 3.

Human Resources Option (18 credits)

The human resources option prepares students to understand the theory as well as the practice of HR. This option ties specific skills in HR practice to a broad-based perspective that will prepare graduates for the challenges of a changing workplace.

- One elective approved by advisor Cr. 3.
- OLS 54500 - Compensation and Benefits Cr. 3.
- OLS 55500 - Workforce Planning and Employment Cr. 3.
- OLS 56500 - Employee Relations Cr. 3.
- OLS 57500 - Contemporary Employment Practices and the Law Cr. 3.
- OLS 58500 - Health Safety and Security Cr. 3.

Leadership Option (18 credits)

Organizations need leaders at all levels as they face a global marketplace and a more diverse and rapidly changing society. This program prepares individuals with the theory, skills, and action-oriented perspective required of them as they live and work in a changing society.

- Two electives approved by advisor Cr. 6.
- OLS 53000 - System Change and Organization Development Cr. 3.
- OLS 54000 - Leading Collaborative Projects and Work Teams Cr. 3.
- OLS 57000 - Leadership Across Cultural Boundaries Cr. 3.
- OLS 58700 - Developing a Leadership Philosophy Cr. 3.

Other Programs

Organizational Leadership, Graduate-Level Certificate in

Purdue University
Organizational Leadership, Graduate-Level Certificate in

Division of Organizational Leadership and Supervision
College of Engineering, Technology, and Computer Science
Kimberly S. McDonald, Chair
Linda Hite, Graduate Program Director
260-481-6420 ~ www.ipfw.edu/ols ~ Neff Hall 288

The Graduate Certificate in Organizational Leadership is based on the core of the Organizational Leadership and Supervision master's degree program. The courses combine theory and practice to yield a combination that is immediately applicable to the workplace and builds a foundation for more specialized study for those interested in advanced work.

The organizational leadership graduate certificate is designed for:

- those with advanced degrees in other fields or students currently enrolled in other graduate programs seeking to augment their studies in the theory and practice of leadership and/or human resources.
- working adults with bachelor's degrees who want advanced knowledge and skills in leadership and human resources, but are not prepared to commit to a master's degree program.

The certificate allows students to begin graduate level study with a specific goal without requiring the commitment of time and financial resources necessary to pursue master's level study. It includes much of the foundational coursework required for the master's degree in OLS, and provides the option to continue for a master's, using up to 12 credit hours earned as a graduate certificate student.

Through the required courses, students in the OLS graduate certificate program will develop their abilities to:

- identify ways to assess and enhance organizational climate and culture
- understand the complexity and interrelated nature of organizational phenomena
- identify practices that promote teamwork as well as personal and organizational effectiveness

Admission Requirements

In addition to admission requirements for OLS graduate study, these guidelines apply for the Organizational Leadership certificate:

- Students who are currently admitted to any Purdue or Indiana University graduate degree program at IPFW are eligible to earn the certificate if they are approved for admission to the program through the Division of Organizational Leadership and Supervision.
- Students who are not currently admitted to the Purdue Graduate School must apply for admission in the Division of Organizational Leadership and Supervision.
- Students already enrolled in the OLS master's degree program are not eligible for the certificate. Students who initially enroll in the certificate program may apply for the OLS master's near completion of the certificate requirements or after the certificate has been granted. A maximum of 12 credit hours earned in the certificate may be applied to a master's degree.
- Students may take a maximum of six OLS graduate credit hours prior to admission to the certificate program that may be counted toward completion of the certificate.
- If approved by the OLS Graduate Admissions Committee, a maximum of three graduate-level transfer credits may be applied to the requirements for the certificate.

For further information, contact Dr. Linda Hite, OLS Graduate Program Director, phone: 260-481-6416, e-mail: hitel@ipfw.edu

Certificate Requirements (15 credit hours)

- OLS 51000 - Foundations of Behavior and Leadership in Organizations Cr. 3.
- OLS 51500 - Foundations of Human Resources Cr. 3.
- OLS 52000 - Foundations of Organizational Context Cr. 3.
  Or
- OLS 52500 - Organizational Analysis and Action Cr. 3.
- Elective graduate-level courses in leadership or human resources Cr. 6.

Total Credits: 15

Technology

College of Engineering, Technology, and Computer Science
Gerald Voland, Dean
Matthew Kubik, Graduate Program Director
260-481-6385 ~ www.ipfw.edu/academics/programs/graduate/technology
Engineering, Technology, and Computer Science Building 229

The Master of Science in Technology prepares qualified students and working professionals to assume leadership positions facing the challenges of global technical competition. Faculty mentored creative projects are developed specifically to apply to individual career needs. A selection of graduate electives allows for the choice of additional degree specialization in:

- Information Technology/Advanced Computer Applications
- Industrial Technology/Manufacturing
- Facilities/Construction Management

The graduate will have advanced knowledge and skills that are required to function effectively in a modern, international, technical environment and to accept increasing responsibility in industrial and business positions.

Elective choices will enable students to increase their technical knowledge within a chosen area of modern technology, as well as their knowledge in a related area such as leadership or communication.

Admission Requirements

Applicants may have technical or non-technical backgrounds with a four-year undergraduate degree required from a recognized institution. Candidates are sought with creative abilities, leadership, interpersonal skills, and personal motivation indicating strong potential to advance in a technology-related career. For regular admission, a cumulative GPA of 3.0 or better is required; however, the Graduate Committee evaluates candidates for admission based upon a number of characteristics essential for success in the program. These characteristics include the candidate's intellectual capacity and individual factors such as motivation, leadership, communication, and interpersonal skills.

Teaching Assistantships

The Master of Science in Technology program may have graduate teaching assistantships available in one or more academic program areas. Teaching assistantships usually include a stipend and substantial tuition reduction. Teaching assistants typically teach one or two undergraduate introductory-level courses. Generally these are not available to first-term students. Check with the program director for availability.

College of Health and Human Services

Nursing

Department of Nursing
College of Health and Human Services

Department of Nursing
Carol Sternberger, Chair
Susan L. Ahrens, Graduate Program Director
260-481-6284 ~ www.ipfw.edu/nursing ~ Neff Hall B50

Concentrations:

Nurse Executive
Nursing Education
Adult Nurse Practitioner
Women's Health Nurse Practitioner
Graduate Certificate Nursing Administration

Advisory Committee

Each candidate for a master's degree is assigned an advisory committee consisting of three members. The director of the graduate program serves as chair of the nursing advisory committee and assigns the major advisor according to the candidate's area of concentration. Other committee members include those with graduate faculty status. This committee prepares and approves the plan of study (described below), advises, and assists in thesis development when applicable.

Plan of Study

Students pursuing a master's degree should meet with the graduate director and have a preliminary plan of study on file prior to the initial registration. The plan of study identifies a primary area that lists specific courses and all other requirements of the degree. The formal plan of study is approved by the advisory committee, including the chair of the Department of Nursing, and must be submitted to the Graduate School before the final semester of enrollment.

Transfer Credit

Up to 49 percent of required credits for this degree may be accepted in transfer if not already applied toward another degree. No more than 12 graduate credits earned in a non-degree status will be counted toward the degree. At least 50 percent of the required credits for the degree must be earned at IPFW.

Grades

A cumulative GPA of 3.0 or better on a 4.0 scale is required through completion of the program.

Time Limitations

Special permission is required for students to continue in the program beyond five consecutive years.

Official graduate application deadlines:

- November 15 for spring enrollment
- February 15 for summer enrollment
- May 15 for fall enrollment

Complete application online at www.gradschool.purdue.edu/admissions

Admission Requirements

- Baccalaureate degree with a major in nursing;
- Degree must be from a school/department/college of nursing that is accredited by the NLN or CCNE;
- Undergraduate GPA of 3.0 or better on a 4.0 scale;
- Registered Nurse Licensure and eligibility for Indiana State licensure;
- Test of English as a Foreign Language (TOEFL) examination required for students whose native language is not English with a minimum score of 550 or 213 on computer-based exam; and
- Undergraduate research and statistics within the last 5 years.
- Complete application online at www.gradschool.purdue.edu/admissions

Note:

If applicants have less than a 3.0 GPA, they may be required to take the GRE for the quantitative, analytical, and verbal aptitude tests.

Graduate

Nurse Executive (M.S.)

Purdue University
Master of Science (M.S.)

Department of Nursing
College of Health and Human Services
Carol Sternberger, Chair
Susan L. Ahrens, Director Graduate Program
260-481-6284 ~ www.ipfw.edu/nursing ~ Neff Hall B50

The graduate program offers a Master of Science with a major in nursing. This program is designed to expand the knowledge base of professional nurses to an advanced practice level in the specialty of nurse executive. The program focuses on the following domains: professional practice environment, quality management/care management, organizational leadership, organizational systems management, communication, and collaboration. The purpose of the program is to prepare nurses for leadership positions in diverse healthcare settings and to provide an accessible nurse executive program to meet the regional needs of Northeast Indiana. Graduates will be eligible for certification after working 24 months full time as a nurse executive.

To earn the Master of Science with a major in nursing specialization in Nurse Executive, the following must be completed:

Core Requirements (25 credits)

- NUR 50200 - Pharmacotherapeutics for Advanced Practice Nursing Cr. 3.
- NUR 50300 - Advanced Health Assessment Cr. 3.
- NUR 50700 - Physiologic Concepts for Advanced Practice Nursing Cr. 4.
- NUR 52100 - Theoretical Constructs in Nursing Cr. 3.
- NUR 52300 - Nursing Research EPB Cr. 3.
- NUR 52500 - Informatics in Nursing Cr. 3.
- NUR 55500 - Health Disparities: Care of Vulnerable Popluations Cr. 3.
- NUR 68200 - Synthesis and Application Cr. 3.

Area of Specialization (18 credits)

- NUR 65000 - Nursing Administration Theory I Cr. 3.
- NUR 65100 - Nursing Administration Theory II Cr. 3.
- NUR 65200 - Nursing Administration Theory III Cr. 3.
- NUR 65300 - Nursing Administration-Financial Management Cr. 3.
- NUR 66500 - Managed Care Cr. 2.
- NUR 67100 - Administrative Practicum I Cr. 2.
- NUR 67200 - Administrative Practicum II Cr. 2.

Business Content (6 credits)

- SPEA V561 - Public Human Resources Management Cr. 3.

Select one course from the following:

- COM 52500 - Advanced Interviewing Cr. 3.
- COM 57400 - Organizational Communication Cr. 3.
- COM 57600 - Health Communication Cr. 3.
- OLS 52500 - Organizational Analysis and Action Cr. 3.
- OLS 54000 - Leading Collaborative Projects and Work Teams Cr. 3.
- SPEA V504 - Public Organizations Cr. 1-3.

Scholarly Achievement (Optional)

- NUR 69800 - Research MS Thesis Cr. 3.

Nurse Practitioner: Adult (M.S.)

Purdue University
Master of Science (M.S.)

Department of Nursing
College of Health and Human Services
Carol Sternberger, Chair
Susan L. Ahrens, Director Graduate Program
260-481-6284 ~ www.ipfw.edu/nursing ~ Neff Hall B50

This program is designed to prepare nurses for an advanced practice role to care for adult patients in a variety of settings. The domains of focus include management of the patient/illness, the nurse practitioner-patient relationship, the teaching-coaching function, professional role, managing and negotiating healthcare delivery systems, monitoring and ensuring quality of healthcare practice, and culturally sensitive care. This 46 – credit hour program includes approximately 600 hours in supervised clinical practice. The program is designed to be completed in eight semesters or three calendar years. At the completion of this program, graduates will be eligible for certification as an advanced practice provider.

To earn the Master of Science with a major in Adult Nurse Practitioner, the following must be completed:

Core Requirements (25 Credits)

- NUR 50200 - Pharmacotherapeutics for Advanced Practice Nursing Cr. 3.
- NUR 50300 - Advanced Health Assessment Cr. 3.
- NUR 50700 - Physiologic Concepts for Advanced Practice Nursing Cr. 4.
- NUR 52100 - Theoretical Constructs in Nursing Cr. 3.
- NUR 52300 - Nursing Research EPB Cr. 3.
- NUR 55500 - Health Disparities: Care of Vulnerable Popluations Cr. 3.
- NUR 52500 - Informatics in Nursing Cr. 3.
- NUR 68200 - Synthesis and Application Cr. 3.

Nurse Practitioner Core (6 credits)

Please see advisor for additional Nurse Practitioner core courses.

- NUR 51100 - Concepts and Application of Health Promotion for Advanced Practice Nursing Cr. 3.

Area of Specialization (15 credits)

Please see advisor for area of specialization courses.

Scholarly Achievement (Optional)

- NUR 69800 - Research MS Thesis Cr. 3.

Nurse Practitioner: Women's Health (M.S.)

Purdue University
Master of Science (M.S.)

Department of Nursing
College of Health and Human Services
Carol Sternberger, Chair
Susan L. Ahrens, Director Graduate Program
260-481-6284 ~ www.ipfw.edu/nursing ~ Neff Hall B50

This program prepares nurses for an advanced practice role focusing on the needs of women, from adolescence to adult, in a variety of settings. The domains of focus include management of the patient/illness, the nurse practitioner-patient relationship, the teaching-coaching function, professional role, managing and negotiating healthcare delivery systems, monitoring and ensuring quality of healthcare practice, and culturally sensitive care. This 46 – credit hour program includes approximately 600 hours in supervised clinical practice. The program is designed to be completed in eight semesters or three calendar years. At the completion of this program, graduates will be eligible for certification as an advanced practice provider.

To earn the Master of Science with a major in Women's Health Nurse Practitioner the following must be completed:

Core Requirements (25 credits)

- NUR 50200 - Pharmacotherapeutics for Advanced Practice Nursing Cr. 3.
- NUR 50300 - Advanced Health Assessment Cr. 3.
- NUR 50700 - Physiologic Concepts for Advanced Practice Nursing Cr. 4.
- NUR 52100 - Theoretical Constructs in Nursing Cr. 3.
- NUR 52300 - Nursing Research EPB Cr. 3.
- NUR 52500 - Informatics in Nursing Cr. 3.
- NUR 55500 - Health Disparities: Care of Vulnerable Popluations Cr. 3.
- NUR 68200 - Synthesis and Application Cr. 3.

Nurse Practitioner Core (6 credits)

Please see advisor for additional Nurse Practitioner core courses.

- NUR 51100 - Concepts and Application of Health Promotion for Advanced Practice Nursing Cr. 3.

Areas of Specialization (15 credits)

 Please see advisor for area of specialization courses.

Scholarly Achievement (Optional)

- NUR 69800 - Research MS Thesis Cr. 3.

Nursing Consortium (M.S.)

Through a consortium agreement with the Schools of Nursing at the West Lafayette, Fort Wayne, and Calumet campuses, a Master of Science with a major in nursing concentration offered to students in the West Lafayette, Fort Wayne, and Calumet areas. The primary purposes of these graduate nursing majors is to prepare nurses for advanced practice as nurse executives, nurse educators, clinical nurse specialists (adult health or critical care), or as nurse practitioners. Graduates from these programs are prepared to assume diverse leadership roles in clinical practice and educational settings.

Graduate Nursing Consortium Majors

- Family Nurse Practitioner
- Adult Health Clinical Nurse Specialist
- Critical Care Clinical Nurse Specialist
- Nurse Executive
- Nursing Education
- Adult Nurse Practitioner
- Women's Health Nurse Practitioner

For more information regarding the nurse executive, nurse educator, adult nurse practitioner and women's health nurse practitioner, contact IPFW Department of Nursing at 260-481-6284.

For more information regarding the family nurse practitioner and clinical nurse specialist programs, contact the Purdue Calumet Department of Nursing at 219-989-2815.

Nursing Education (M.S.)

Purdue University
Master of Science (M.S.)

Department of Nursing
College of Health and Human Services
Carol Sternberger, Chair
Susan L. Ahrens, Director Graduate Program
260-481-6284 ~ www.ipfw.edu/nursing ~ Neff Hall B50

Upon completion of this program, graduates are prepared to teach in higher education, community settings, or staff development areas. This is a 49 – credit hour program designed for students who have established expertise in a clinical area and are now interested in nursing education. The curriculum includes coursework related to high fidelity patient-simulation strategies as well as other emerging technologies and related teaching methodologies to improve educational

outcomes. The domains of focus include: facilitation of learning; learner development and socialization; assessment and evaluation strategies; curriculum design and evaluation; continuous quality improvement; scholarship service; and leadership. Graduates will be eligible for certification after two or more years as a full-time educator.

To earn the Master of Science with a major in Nursing Education the following must be completed:

Core Requirements (25 credits)

- NUR 50200 - Pharmacotherapeutics for Advanced Practice Nursing Cr. 3.
- NUR 50300 - Advanced Health Assessment Cr. 3.
- NUR 50700 - Physiologic Concepts for Advanced Practice Nursing Cr. 4.
- NUR 52100 - Theoretical Constructs in Nursing Cr. 3.
- NUR 52300 - Nursing Research EPB Cr. 3.
- NUR 52500 - Informatics in Nursing Cr. 3.
- NUR 55500 - Health Disparities: Care of Vulnerable Popluations Cr. 3.
- NUR 68200 - Synthesis and Application Cr. 3.

Areas of Concentration (24 credits)

Please see advisor for additional area of specialization courses.

- NUR 55700 - Curriculum Development Cr. 3.
- NUR 55800 - Instructional Methods in Nursing Education Cr. 2.
- NUR 56100 - Teaching Methods in Nursing Educaton Cr. 3.
- EDUC H530 - Philosophy of Education Cr. 3.
- PSY 50500 - Mental Measurement Cr. 3.

Scholarly Achievement (Optional)

- NUR 69800 - Research MS Thesis Cr. 3.

Nursing Master of Science General Information

Purdue University
Master of Science (M.S.)

Department of Nursing
College of Health and Human Services
Carol Sternberger, Chair
Susan L. Ahrens, Director Graduate Program
260-481-6284 ~ www.ipfw.edu/nursing ~ Neff Hall B50

Concentrations:
Nurse Executive
Nursing Education
Adult Nurse Practitioner
Women's Health Nurse Practitioner
Graduate Certificate Nurse Executive

Advisory Committee

Each candidate for a master's degree is assigned an advisory committee consisting of three members. The director of the graduate nursing program serves as the major advisor and chair of the advisory committee. Other committee members include a student-designated professor and the chair of the Department of Nursing. This committee prepares and approves the plan of study (described below), advises, and assists in thesis development when applicable.

Plan of Study

Students pursuing a master's degree should meet with the Director of the Graduate Program and develop a preliminary plan of study prior to the initial registration. The plan of study identifies a primary area and lists specific courses and all other requirements of the degree. The formal plan of study is approved by the advisory committee, including the chair of the Department of Nursing, and must be submitted to the Graduate School before the final semester of enrollment.

Transfer Credit

Up to 49 percent of required credits for this degree may be accepted in transfer if not already applied toward another degree. No more than 12 graduate credits earned in a non-degree status will be counted toward the degree. At least 50 percent of the required credits for the degree must be earned at IPFW.

Grades

A cumulative GPA of 3.0 or better on a 4.0 scale is required through completion of the program.

Time Limitations

Special permission is required for students to continue in the program beyond five consecutive years.

Admission Requirements

- Baccalaureate degree with a major in nursing
- Degree must be from a school/department/college of nursing that is accredited by the NLN or CCNE
- Undergraduate GPA of 3.0 or better on a 4.0 scale
- Registered Nurse Licensure and eligibility for Indiana licensure
- Test of English as a Foreign Language (TOEFL) examination required for students whose native language is not English with a minimum score of 550 or 213 on computer-based exam
- Undergraduate research and 300 level statistics within the last 5 years

Official graduate application deadlines:

- November 15 for spring enrollment
- February 15 for summer enrollment
- May 15 for fall enrollment

Complete application online at www.gradschool.purdue.edu/admissions.

Note:

If applicants have less than a 3.0 GPA, they may be required to take the GRE for the quantitative, analytical, and verbal aptitude tests.

All students in the Nursing Graduate Program take the same 25 credit hour core requirements.

Nursing Core Courses

- NUR 50200 - Pharmacotherapeutics for Advanced Practice Nursing Cr. 3.
- NUR 50300 - Advanced Health Assessment Cr. 3.
- NUR 50700 - Physiologic Concepts for Advanced Practice Nursing Cr. 4.
- NUR 52100 - Theoretical Constructs in Nursing Cr. 3.
- NUR 52300 - Nursing Research EPB Cr. 3.
- NUR 52500 - Informatics in Nursing Cr. 3.
- NUR 55500 - Health Disparities: Care of Vulnerable Popluations Cr. 3.
- NUR 68200 - Synthesis and Application Cr. 3.

Certificate

Nursing Administration, Graduate Certificate in

Purdue University
Graduate Certificate in Nursing Administration
Department of Nursing
College of Health and Human Services
Carol Sternberger, Chair
Susan L. Ahrens, Director Graduate Program
260-481-6284 ~ www.ipfw.edu/nursing ~ Neff Hall B50

This program is designed to expand the knowledge of professional nurses as nurse administrators. The curriculum for the program evolves from the practical aspects of the role and select courses from the Master of Science with a major in nursing area of concentration Nurse Executive. Up to 12 credits from the Graduate Certificate in Nursing Administration may be transferred to the graduate degree nurse executive for students with a baccalaureate in nursing who choose to continue in the graduate degree program.

Application and Admission

This program is currently not accepting applications.

Applicants must:

- Fulfill the requirements of IPFW for admission; and
- Be a licensed RN with a baccalaureate degree in nursing **OR** be a licensed RN with a baccalaureate degree in a non-nursing field

Certificate Requirements (15 credits)

- NUR 52500 - Informatics in Nursing Cr. 3.
- NUR 65000 - Nursing Administration Theory I Cr. 3.
- NUR 65100 - Nursing Administration Theory II Cr. 3.
- NUR 65300 - Nursing Administration-Financial Management Cr. 3.
- SPEA V561 - Public Human Resources Management Cr. 3.

Division of Public and Environmental Affairs

Public and Environmental Affairs

Division of Public and Environmental Affairs
Jane A. Grant, Chair
Geralyn M. Miller, Graduate Program Director
260-481-6351 ~ www.ipfw.edu/spea ~ Neff Hall 260

The Division of Public and Environmental Affairs (DPEA) is a multidisciplinary division of the Indiana University School of Public and Environmental Affairs (SPEA). Organized as a professional school, DPEA is dedicated to applied, interdisciplinary learning in the study of public affairs and is committed to teaching, research, and service. The interests of the faculty and professional staff typically fall into one or more of the following areas: policy and administration; finance and economics; urban affairs; environmental science and policy; criminal justice, law, and public safety; and health science administration and policy. The division's faculty, staff, and students work individually and jointly to solve problems that require DPEA's unique combination of in-depth knowledge in the natural, behavioral, social, and administrative sciences.

The DPEA faculty at IPFW come from a variety of backgrounds, including criminal justice, political science, business, economics, health, public policy, and sociology. In addition, DPEA is able to call upon experienced government managers, healthcare administrators, law enforcement officials, practicing attorneys, and judges to teach specialized topics from its curriculum. The organizational design of the division reinforces a wide network of continuing relations with a large number of public agencies at all levels of government.

Admission to DPEA Graduate Programs

Regular admission to the M.P.A. or the M.P.M. program requires a bachelor's degree from an accredited institution, with an undergraduate GPA of 3.0 or better. Any major is acceptable. Applications to either program must include official transcripts of all college and university work, references from three people familiar with your academic or professional abilities or potential, scores on the GRE general test or the GMAT and a nonrefundable university application fee.

Provisional admission may be granted if you are nearing completion of an undergraduate degree or if you fail to meet some criteria for regular admission.

Non-degree admission may be granted to visiting students who wish to take classes for one semester without being formally admitted to the M.P.A. or M.P.M. program.

Accelerated Master's Program

Undergraduate DPEA students with a GPA of 3.5 or above may apply for admission to the AMP program as early as their junior year. If admitted, they are eligible to apply up to 24 approved graduate credits to the M.P.A., or up to 18 approved graduate credits to the M.P.M. that have been earned toward the undergraduate degree during their senior year.

Prior to starting the program you must have satisfied all general education and core requirements, and must have completed a minimum of 96 credit hours toward the bachelor's degree prior to starting the program.

Graduate

Public Affairs (M.P.A.)

Indiana University
Master of Public Affairs (M.P.A.)

Division of Public and Environmental Affairs
Dr. Brian L. Fife, Graduate Program Director
260-481-6351 ~ www.ipfw.edu/spea ~ Neff Hall 260

The Division of Public and Environmental Affairs (DPEA) is a multidisciplinary division of the Indiana University School of Public and Environmental Affairs (SPEA). Organized as a professional school, DPEA is dedicated to applied, interdisciplinary learning in the study of public affairs and is committed to teaching, research, and service. The interests of the faculty and professional staff typically fall into one or more of the following areas: policy and administration; finance and economics; urban affairs; environmental science and policy; criminal justice, law, and public safety; and health science administration and policy. The division's faculty, staff, and students work individually and jointly to solve problems that require DPEA's unique combination of in-depth knowledge in the natural, behavioral, social, and administrative sciences.

The DPEA faculty at IPFW come from a variety of backgrounds, including criminal justice, political science, business, economics, health, public policy, and sociology. In addition, DPEA is able to call upon experienced government managers, healthcare administrators, law enforcement officials, practicing attorneys, and judges to teach specialized topics from its curriculum. The organizational design of the division reinforces a wide network of continuing relations with a large number of public agencies at all levels of government.

Admission to DPEA Graduate Programs

Regular admission to the M.P.A. or the M.P.M. program requires a bachelor's degree from an accredited institution, with an undergraduate GPA of 3.0 or better. Any major is acceptable. Applications to either program must include official transcripts of all college and university work, references from three people familiar with your academic or professional abilities or potential, scores on the GRE general test or the GMAT, and a nonrefundable university application fee.

Provisional admission may be granted if you are nearing completion of an undergraduate degree or if you fail to meet some criteria for regular admission.

Non-degree admission may be granted to visiting students who wish to take classes for one semester without being formally admitted to the M.P.A. or M.P.M. program.

Accelerated Master's Program

Undergraduate DPEA students with a GPA of 3.5 or above may apply for admission to the AMP program as early as their junior year. If admitted, they are eligible to apply up to 24 approved graduate credits to the M.P.A. or up to 18 approved graduate credits to the M.P.M., that have been earned toward the undergraduate degree during their senior year.

You must have satisfied all general education and core requirements prior to starting the program. You must have completed a minimum of 96 credit hours toward the bachelor's degree prior to starting the program.

The Master of Public Affairs (M.P.A.) is an interdisciplinary professional program structured around concepts and skills essential to management, policy, and planning activities within governmental, quasi-governmental, and nonprofit organizations. The program provides knowledge and experience that can be used by professionals in various roles within a changing public sector.

The course of study requires completion of: (1) core requirements; (2) requirements for a concentration; (3) experiential requirement or Mid-Career Option credit; and (4) sufficient electives to total 48 credit hours.

The curriculum of the core requirements encompasses preparation in a broad range of skills relevant to the operation of public and nonprofit agencies. It is based on the academic disciplines, but not limited to any one. It is problem-oriented, bringing the disciplines to bear on critical social, environmental, economic, and administrative issues.

Although the environment of public service is diverse and changing, effectiveness in that environment requires the development of special skills attained through detailed study in a chosen field of concentration. These span the variety of professional specialties found in public service. On the IPFW campus, DPEA offers the M.P.A. with three areas of concentration: criminal justice, health systems administration, and public management.

The academic regulations of public and environmental affairs provide liberal opportunities for replacing some course work with credit for prior experience through the Mid-Career Option. Students with no public affairs experience must complete a practicum in public affairs.

Thus, the program provides expertise in the core requirements and a specific concentration area, as well as a general working knowledge of public affairs. The M.P.A. program is accredited by the National Association of Schools of Public Administration and Affairs (NASPAA).

Transfer Credit

With the approval of the graduate program director, you may transfer up to 9 graduate credit hours of appropriate course work with grades of B or better earned at other accredited institutions. No more than 12 graduate credits completed as a non-degree student will be counted toward the M.P.A. You must complete a minimum of 24 credit hours of Indiana University SPEA courses, in addition to Mid-Career Option credits, to earn the M.P.A.

Mid-Career Option

The Mid-Career Option of the M.P.A. program recognizes the professional capabilities of those with experience in the public or private sector. The student's experience does not necessarily have to be with a public agency, as management-level experience in the private sector is generally applicable to the public sector.

Mid-Career Option credit is granted based on experience gained until the end of the semester in which the student completes 24 credit hours. A maximum of 12 credit hours may be granted to students under the Mid-Career Option. The following guidelines are used in determining credit:

- To receive 3 credit hours, a student must have a minimum of one year's technical administrative or policy work experience with a government or private agency;
- Six credit hours may be awarded for two to four years of managerial experience in directing programs, preparing budgets, and making decisions on organizational or staff development; or for two to four years of professional experience in policy analysis or planning; and

- Individuals with four or more years of executive assignment may be awarded 9 to 12 credit hours. Applicants must have had responsibility for supervision of high-level staff or budget preparation, organizational control of public agencies, or executive responsibility for policy analysis or planning.

Mid-Career Option Application Process and Policies

- Students are eligible to apply for Mid-Career Option credit only after they have been admitted to the M.P.A. program. Once accepted into the program, they can apply for Mid-Career Option credit at any point in their degree program, up to the semester in which they complete 24 credit hours.
- Determination of Mid-Career Option credit is made separately from decisions about transfer of credit.
- Under no circumstances will the Mid-Career Option credit and transfer credit total more than 21 of the 48 credit hours required for the M.P.A.
- Students receiving Mid-Career Option credit should plan the rest of their program carefully, in consultation with the director of graduate studies.
- Students may appeal the initial Mid-Career Option credit decision by submitting a written request for reconsideration to the director of graduate studies.

Internships and Field Experiences

You must complete an approved internship (SPEA V585) or be awarded Mid-Career Option credit to earn the M.P.A. You may take up to 6 credits of internship and field experiences. Normally, no more than 3 credits for SPEA V585 will apply to your concentration requirements. If you are granted more than 6 Mid-Career Option credits, you will not be permitted to enroll for credit in SPEA V585 without the permission of the director of graduate studies.

Academic Probation

You will be placed on academic probation if your semester or cumulative graduate GPA falls below 3.0 (B). Provisionally admitted students and those on probation must earn a GPA of 3.0 or better for all graduate work completed within the next 12 credit hours or become subject to dismissal. Only courses with grades of C (2.0) or better are counted for degree requirements; however, grades below C are used in computing the cumulative GPA, even if a course is repeated and a higher grade is earned.

Core Requirements (18 credits)

- SPEA V502 - Public Management Cr. 1-3.
- SPEA V506 - Statistical Analysis for Effective Decision Making Cr. 3.
- SPEA V517 - Public Management Economics Cr. 3.
- SPEA V540 - Law and Public Affairs Cr. 1-3.
- SPEA V560 - Public Finance and Budgeting Cr. 1-3.
- SPEA V600 - Capstone in Public and Environmental Affairs Cr. 3.

Concentrations (18 credits)

Criminal Justice (18 credits)

The criminal justice concentration examines the development and evaluation of policies and programs in the criminal justice field. Students learn both the theoretical and practical aspects of agencies designed to reduce crime in society.

Note: Students with little or no criminal justice experience may be required to take one or both of the following courses at the undergraduate level before taking courses in the graduate criminal justice concentration.

- SPEA J101 - American Criminal Justice System Cr. 3.
- SPEA J439 - Crime and Public Policy Cr. 3.
- Other courses approved by the director of graduate studies
- SPEA J501 - Evolution of Criminological Thought and Policy Cr. 3.
- SPEA V509 - Administrative Ethics in the Public Sector Cr. 3.

One of the following: (3 credits)

- SPEA J502 - Research Methods in Criminal Justice and Public Affairs Cr. 3.
- SPEA V562 - Public Program Evaluation Cr. 1-3.

One of the following: (3 credits)

- SPEA J666 - Criminal Justice Policy and Evaluation Cr. 3.
- SPEA J682 - Planning and Management for Criminal Justice and Public Affairs Cr. 3.

Two courses from one of the following groups (6 credit hours)

Group A:

- SPEA J582 - Criminal Justice Systems Cr. 3.
- SPEA J587 - Criminal Violation: Problems and Characteristics Cr. 3.
- SPEA J588 - Law and Control in Society Cr. 3.
- SPEA V550 - Topics in Public Affairs Cr. 1-3.
  (criminal justice topics only)
- SPEA V580 - Readings in Public Affairs Cr. 1-6.
  (criminal justice topics only)
- SPEA V585 - Practicum in Public Affairs Cr. 1-6.
  (criminal justice topics only)

Group B:

- SPEA V504 - Public Organizations Cr. 1-3.
- SPEA V512 - Public Policy Process Cr. 3.
- SPEA V539 - Management Science for Public Affairs Cr. 3.
- SPEA V561 - Public Human Resources Management Cr. 3.
- SPEA V562 - Public Program Evaluation Cr. 1-3.
- SPEA V564 - Urban Management Cr. 3.
- SPEA V566 - Executive Leadership Cr. 3.
- SPEA V569 - Managing Interpersonal Relations Cr. 3.
- SPEA V570 - Public Sector Labor Relations Cr. 1-3.

Nonprofit Management:

- SPEA V522 - Human Resource Management in Nonprofit Organizations Cr. 3.
- SPEA V525 - Management in the Nonprofit Cr. 3.

Health Systems Administration (18 credits)

The health systems administration concentration examines policies and programs in the health field. Emphasis is placed on organizational and economic analysis.

- SPEA H517 - Managerial Epidemiology Cr. 3.
- SPEA V543 - Health Services Management Cr. 3.
- SPEA V545 - The U.S. Healthcare System Cr. 3.
- SPEA V546 - Health Services Utilization Cr. 3.

Credit hours from the following: 6

- SPEA V550 - Topics in Public Affairs Cr. 1-3.
- SPEA V580 - Readings in Public Affairs Cr. 1-6.
  or
- SPEA V590 - Research in Public Affairs Cr. 1-6.
  or
- SPEA V631 - Health Planning Cr. 3.

Choose one of the following:

- SPEA V539 - Management Science for Public Affairs Cr. 3.
  or
- SPEA V562 - Public Program Evaluation Cr. 1-3.
  or
- SPEA V567 - Public Financial Administration Cr. 3.

Choose one of the following:

- SPEA V504 - Public Organizations Cr. 1-3.
  or
- SPEA V561 - Public Human Resources Management Cr. 3.
  or
- SPEA V570 - Public Sector Labor Relations Cr. 1-3.

Public Management (18 credit hours)

The public management concentration develops the quantitative and qualitative skills necessary for public and nonprofit management. Emphasis is placed on organizational, political, and economic analysis.

- SPEA V504 - Public Organizations Cr. 1-3.
- SPEA V539 - Management Science for Public Affairs Cr. 3.

One of the following: (3 credits)

- SPEA V550 - Topics in Public Affairs Cr. 1-3.
- SPEA V562 - Public Program Evaluation Cr. 1-3.

One of the following: (3 credits)

- SPEA V512 - Public Policy Process Cr. 3.
- SPEA V561 - Public Human Resources Management Cr. 3.
- SPEA V569 - Managing Interpersonal Relations Cr. 3.
- SPEA V570 - Public Sector Labor Relations Cr. 1-3.

Experiential Component

Each M.P.A. student must obtain relevant professional experience through one of the following options:

- SPEA V585 - Practicum in Public Affairs Cr. 1-6.
  An approved internship (0-6 credit hours)
- SPEA V590 - Research in Public Affairs Cr. 1-6.

Electives (9 credits)

Courses must be graduate courses approved by the director of graduate studies. Mid-Career Option credit reduces elective hours by the number of MCO hours awarded.

Total (48 Credits)

Public Management (M.P.M)

Indiana University
Master of Public Management

Division of Public and Environmental Affairs
Dr. Brian L. Fife, Graduate Program Director
260-481-6351 ~ www.ipfw.edu/spea ~ Neff Hall 260

The Master of Public Management (M.P.M.) is an interdisciplinary professional program structured around concepts and skills essential to management, policy, and planning activities within governmental, quasi-governmental, and nonprofit organizations. The M.P.M. is a 36-credit-hour program made up of a core and three options for concentration. The core is comprised of six courses (18 credit hours) designed to provide foundation-level knowledge that is applicable to general public management and the groundwork for the concentrations. The three concentrations (criminal justice administration and policy, health systems administration and policy, and public administration and policy) are 12 credit hours. Students focus on an area of concentration that best reflects their career goals and plans. Students must also complete a 3-credit-hour practicum in public affairs. Students with at least one year of full-time management and/or policy experience can apply for an award of 3 credit hours to take the place of this practicum. The remaining 3 credits are to be fulfilled by an elective course approved by the director of graduate studies. The course of study requires completion of: (1) the M.P.M. core; (2) the concentration requirement,(3) the experiential requirement; and (4) sufficient elective credits to total 36 credit hours.

The curriculum of this program, as contained in the core requirements, encompasses a range of skills relevant to managing public agencies. It is based on the academic disciplines but not limited to any one. It is also problem-oriented, bringing multidisciplinary approaches to bear on social, economic, and management issues.

Because public service and management are diverse and changing, effective managers should develop a special set of skills attained through detailed study in a chosen area of concentration. These concentrations span a variety of public management areas. Thus the program provides students with knowledge and skills in the core requirement areas and the concentration areas, as well as a general working knowledge of management.

Transfer Credit

With the approval of the graduate program director, you may transfer up to 9 graduate credit hours of appropriate course work with grades of B or better earned at other accredited institutions. No more than 12 graduate credits completed as a non-degree student will be counted toward the M.P.M. You must complete a minimum of 18 credit hours of Indiana University SPEA courses, in addition to Experiential Option credits, to earn the M.P.M.

Experiential Option

The Experiential Option of the M.P.M. program recognizes the professional capabilities of those with experience in the public or private sector. The student's experience does not necessarily have to be with a public agency, as management-level experience in the private sector is generally applicable to the public sector.

Experiential Option credit is granted based on experience gained until the end of the semester in which the student completes 18 credit hours. A maximum of 3 credit hours may be granted to students under the Experiential Option. To receive 3 credit hours, a student must have a minimum of one year's technical administrative or policy work experience with a government or private agency.

Experiential Option Application Process and Policies

- Students are eligible to apply for Experiential Option credit only after they have been admitted to the M.P.M. program. Once accepted into the program, they can apply for Experiential Option credit at any point in their degree program, up to the semester in which they complete 18 credit hours.
- Determination of Experiential Option credit is made separately from decisions about transfer of credit.
- Under no circumstances will the Experiential Option credit and transfer credit total more than 18 of the 36 credit hours required for the M.P.M.
- Students receiving Experiential Option credit should plan the rest of their program carefully, in consultation with the director of graduate studies.
- Students may appeal the initial Experiential Option credit decision by submitting a written request for reconsideration to the director of graduate studies.

Internships and Field Experiences

You must complete an approved internship (SPEA V585) or be awarded Experiential Option credit to earn the M.P.M.

Academic Probation

You will be placed on academic probation if your semester or cumulative graduate GPA falls below 3.0 (B). Provisionally admitted students and those on probation must earn a GPA of 3.0 or better for all graduate work completed within the next 12 credit hours or become subject to dismissal. Only courses with grades of C (2.0) or better

are counted for degree requirements; however, grades below C are used in computing the cumulative GPA, even if a course is repeated and a higher grade is earned.

Core Requirements (18 credits)

The M.P.M. core is designed to provide foundation-level knowledge that is applicable to general public management and provide the groundwork for the concentrations.

- SPEA V502 - Public Management Cr. 1-3.
- SPEA V506 - Statistical Analysis for Effective Decision Making Cr. 3.
- SPEA V509 - Administrative Ethics in the Public Sector Cr. 3.
- SPEA V560 - Public Finance and Budgeting Cr. 1-3.
- SPEA V562 - Public Program Evaluation Cr. 1-3.
- SPEA V566 - Executive Leadership Cr. 3.

Concentrations (12 credits)

Criminal Justice Administration and Policy (12 credits)

The criminal justice administration and policy concentration is for those interested in the issues, methods, and skills involved in the management of criminal justice or related agencies.

Note: Students with little or no criminal justice experience may be required to take one or both of the following courses at the undergraduate level before taking courses in the graduate criminal justice administration and policy concentration.

- SPEA J101 - American Criminal Justice System Cr. 3.
- SPEA J439 - Crime and Public Policy Cr. 3.
- SPEA J501 - Evolution of Criminological Thought and Policy Cr. 3.
- SPEA J502 - Research Methods in Criminal Justice and Public Affairs Cr. 3.
- SPEA J582 - Criminal Justice Systems Cr. 3.
- SPEA J682 - Planning and Management for Criminal Justice and Public Affairs Cr. 3.

Health Systems Administration and Policy (12 credits)

The health systems administration and policy concentration examines policies and programs in the health field. Emphasis is placed on organizational and economic analysis.

- SPEA H517 - Managerial Epidemiology Cr. 3.
- SPEA V543 - Health Services Management Cr. 3.
- SPEA V545 - The U.S. Healthcare System Cr. 3.
- SPEA V546 - Health Services Utilization Cr. 3.

Public Administration and Policy (12 credits)

The public administration and policy concentration develops the quantitative skills necessary for public and not-for-profit management. Emphasis is placed on organizational, political, and economic analysis.

- SPEA V504 - Public Organizations Cr. 1-3.
- SPEA V512 - Public Policy Process Cr. 3.
- SPEA V539 - Management Science for Public Affairs Cr. 3.
- SPEA V540 - Law and Public Affairs Cr. 1-3.

Experiential Component

Each M.P.M. student must obtain relevant professional experience through one of the following options:

- An approved internship (0–6 credit hours)
- SPEA V590 - Research in Public Affairs Cr. 1-6.

Electives (3 credits)

This elective course must be a graduate course approved by the director of graduate studies.

Total (36 Credits)

Certificate

Public Management, Graduate Certificate

Indiana University
Graduate Certificate n in Public Management

Division of Public and Environmental Affairs
Dr. Brian L. Fife, Graduate Program Director
260-481-6351 ~ www.ipfw.edu/spea ~ Neff Hall 260

The Certificate in Public Management program is a 15-credit-hour program of study in public management that is flexible enough to be adapted to the needs of pre-career and in-service individuals. Career employees of public and private sector agencies seeking courses in public management, and especially those changing from professional or technical roles to managerial roles, may find the certificate program beneficial.

Application and Admission

You must have a bachelor's degree from an accredited college or university to apply. You should request an application form from the Division of Public and Environmental Affairs (DPEA), and submit the application documents, along with official transcripts of your college and university work, to the division director. An application fee of $30 is required of each student who has not previously enrolled in an Indiana University graduate program as a regularly admitted student.

Program Restrictions

- Students enrolled in a certificate program must complete it within 15 credit hours of approved DPEA course work with a minimum cumulative GPA of 3.0 (B) or better. Failure to do so results in automatic dismissal from the certificate program.

- Students who have completed more than three SPEA courses are not eligible for admission to the certificate program.

- Transfer credit, course substitutions, or course waivers are not accepted for meeting the Certificate in Public Management requirements.

- Students admitted to a DPEA graduate degree program are not eligible for admission to the certificate program or eligible for the awarding of a certificate.

- Admission to, or successful completion of, a certificate program does not guarantee subsequent admission to any DPEA graduate degree program.

- Students enrolled in the certificate program, and who apply to the M.P.A. program, must meet all M.P.A. admission requirements.

- Students planning to request admission to a DPEA graduate degree program after successfully completing a certificate program should follow the regular application procedure outlined for the degree program.

Certificate Requirements (15 credits)

Required Courses (9 credits)

- SPEA V502 - Public Management Cr. 1-3.
- SPEA V560 - Public Finance and Budgeting Cr. 1-3.
- SPEA V561 - Public Human Resources Management Cr. 3.

Electives (6 credits)

Two additional SPEA graduate public affairs courses approved by the director of graduate studies.

Note:

Students interested in continuing their education for the Master of Public Affairs or the Master of Public Management should consider selecting the two elective courses from the core; one of the courses recommended is V506 Statistical Analysis for Effective Decision Making.

Doermer School of Business and Management Sciences

Business

Richard T. Doermer School of Business and Management Sciences
Otto Chang, Dean
Joseph N. Khamalah, MBA Program Director
260-481-6498 ~ Fax: 260-481-6879
www.ipfw.edu/bms/mba ~ Neff Hall 366
e-mail: mba@ipfw.edu

Admission

The Doermer School of Business and Management Sciences seeks candidates whose analytical abilities, leadership, interpersonal skills, and personal motivation indicate a strong potential to excel in a business career. Candidates are required to hold a four-year undergraduate degree in any discipline from a recognized institution.

The MBA Policy Committee considers a number of characteristics essential for success in the program and evaluates a candidate for admission based on these characteristics. An ability to excel in the MBA program is indicated by a high GMAT score, past academic achievements (undergraduate GPA), and recommendations that speak to the candidate's intellectual capacity. In addition, the committee considers several individual factors to be of equal importance. Motivation and leadership, as well as excellent communication and interpersonal skills, are highly valued in a professional manager. Successful candidates have these proven characteristics, which are revealed in past work experience, a self-evaluation essay, and recommendation letters. The committee carefully weighs all of these factors in making an admission recommendation to the Doermer School of Business and Management Sciences.

Admission decisions are valid for 12 months from the semester of acceptance indicated in the applicant's admission letter. Successful applicants who have not completed any degree-applicable courses within that period must reapply for admission.

Educational Objective Statement (Essay)

Applicants must provide an essay of $300-400$ words indicating your experiences and achievements that reflect maturity, initiative, and administrative skills. In addition, specify your educational objectives as you contemplate beginning studies for the MBA program.

Transcripts

Applicants must have official transcripts sent directly to the MBA office from every college or university they have attended. Unofficial records or transcripts that have been issued to applicants cannot be accepted.

Recommendations

Applicants are required to submit two letters of recommendation; recommendation forms are included in the application packet. Recommendations should be obtained only from individuals qualified to evaluate an applicant's academic or on-the-job performance and attest to his or her ability to pursue a graduate degree. Suggested recommenders are employee supervisors or college professors.

Language Competency

Applicants whose native language is not English must take the Test of English as a Foreign Language (TOEFL) and submit the results with their admission application. A minimum score of 250 on the computer-based test or 600 on the paper-based test is required. As an alternative to the TOEFL, the school will consider a minimum score of 80 earned on the Michigan Test of English Language Proficiency. Either test may be waived if the applicant has satisfactorily completed at least one year of full-time college-level work at a recognized college or university in the United States.

Conditional Admission

Applicants may be granted conditional admission at the discretion of the director and/or MBA Policy Committee. Specific requirements of conditional admission will be addressed in the applicant's letter of admission.

Deadlines

Applicants may apply for admission for fall or spring semesters, or for summer sessions. Completed applications and all required supporting materials should be received by the following dates to assure timely admission decisions.

	Fall	*Spring*
Application Deadline	July 15	Nov. 15
International Student Deadline	May 1	Oct. 1
Final Admission Decisions	Aug. 10	Dec. 20

Graduate

Business (MBA)

Indiana University
Master of Business Administration (MBA)

Richard T. Doermer School of Business and Management Sciences
Otto H. Chang, Dean
Lyman R. Lewis, MBA Program Administrator
260-481-6498 ~ Fax: 260-481-6879 ~ www.ipfw.edu/bms/mba ~ Neff Hall 366 ~ e-mail: mba@ipfw.edu

The Master of Business Administration (MBA) program is designed to prepare qualified students and working professionals for positions of responsibility as managers and leaders who are capable of making effective and ethical business decisions in a changing global environment.

Goals

It is intended that graduates of the MBA program will demonstrate:

- The ability to solve problems innovatively, based on a knowledge of the tools, concepts, and theories of each of the functional business disciplines;
- The ability to transcend functional boundaries, synthesizing and integrating information to make complex, short-term decisions with limited information, as well as conduct the research, competitive analysis, and environmental scanning necessary for long-term strategic decisions;
- The ability to apply specialized skills to managerial problems inherent in a rapidly changing global environment;
- The ability to effectively harness and use information technology;
- Effective written, oral, and presentation skills;

- The interpersonal and team leadership skills needed to build an organizational environment that is effective and conducive to collaboration; and
- A sense of professional and social responsibility in the conduct of managerial affairs.

The MBA program is accredited by AACSB International, Association to Advance Collegiate Schools of Business. AACSB International accreditation is the hallmark of excellence in management education representing the highest standard of achievement for business schools. **Only 30 percent of business schools in the US and 10 percent of business schools worldwide achieve this accreditation!** Business Schools that earn accreditation confirm their commitment to quality and continuous improvement through a rigorous and comprehensive peer review. AACSB International accreditation is the hallmark of excellence in management education. IPFW's Richard T. Doermer School of Business and Management Sciences is the only accredited business school in northeast Indiana.

Special Resources

The MBA program draws its strength from the following school and university resources:

Faculty The faculty who teach in the graduate program have earned doctoral degrees from a broad range of distinguished universities and bring a wealth of experience through their scholarly research and consulting in the business community.

Library The Walter E. Helmke Library houses a collection in excess of 360,000 books and provides full-text access to more than 24,000 periodical titles. In addition, the library subscribes to hundreds of databases and saves students valuable hours of research time. Further, the library's Document Delivery Service enables students to request materials from the collections of national and international libraries. Individual research assistance is available to all MBA students from a librarian specializing in business information.

Computers A broad range of computing resources is available. MBA students have access to leading statistical packages through the university's PC-based SPSS, ERP, graphics, and related software packages on the university's computer network.

MBA+ Program

Admission The Doermer School of Business and Management Sciences seeks candidates whose analytical abilities, leadership, interpersonal skills, and personal motivation indicate a strong potential to excel in both an academic program and a business career. Candidates are required to hold a four-year undergraduate degree in any discipline from an accredited college or university.

The MBA Policy Committee considers a number of characteristics essential for success in the program and evaluates a candidate for admission based on these characteristics. An ability to excel in the MBA program is indicated by a high GMAT score, past academic achievements (undergraduate GPA), and recommendations that speak to the candidate's intellectual capacity. In addition, the committee considers several individual factors to be of equal importance. Motivation and leadership, as well as excellent communication and interpersonal skills, are highly valued in a professional manager. Successful candidates have these proven characteristics, which are revealed in past work experience, a self-evaluation essay, recommendation letters and their program interview. The committee carefully weighs all of these factors in making an admission recommendation to the Doermer School of Business and Management Sciences.

Admission decisions are valid for 12 months from the semester of acceptance indicated in the applicant's admission letter. Successful applicants who have not completed any degree-applicable courses within that period must reapply for admission.

Educational Objective Statement (Essay) Applicants must provide an essay of $300 - 400$ words indicating their experiences and achievements that reflect maturity, initiative, and administrative skills. In addition, you should specify educational objectives as you contemplate beginning studies for the MBA program.

Graduate Management Admission Test (GMAT) All applicants are required to take the GMAT as part of the admission process. The GMAT is an aptitude test and does not unduly benefit individuals with previous business education or experience.

The computerized GMAT is available by appointment throughout the year. (Additional information regarding test sites, registration, and content is contained at the official GMAT Web site www.mba.com.) An official GMAT score report must be submitted as part of the application for admission. GMAT test scores remain valid for five years from the date of the test. Only the most recent GMAT test score will be considered in determining admission.

Transcripts Applicants must have official transcripts sent directly to the MBA office from every college or university they have attended. Unofficial records or transcripts that have been issued to applicants cannot be accepted.

Recommendations Applicants are required to submit two letters of recommendation; recommendation forms are included in the application packet. Recommendations should be obtained only from individuals qualified to evaluate an applicant's academic or on-the-job performance and attest to his or her ability to pursue a graduate degree. Suggested recommenders are employee supervisors or college professors.

Language Competency All international student applicants, whose native language is not English, must submit proof of English proficiency with their admission application. The most common way of demonstrating English proficiency is through taking a standardized exam. If the Test of English as a Foreign Language (TOEFL) is taken, a minimum score of 100 on the internet-based test or 600 on the paper-based test is required. Applicants taking the International English Language Testing System test (IELTS) must achieve a minimum score of 8.0. If the applicant resides in the United States, a Michigan test score of 80 is required for admission consideration.

Applicants who have completed a minimum of 48 semester credit hours at an accredited college or university in the United States are not required to submit an English proficiency exam score.

Conditional Admission Applicants may be granted conditional admission at the discretion of the director and/or MBA Policy Committee. Specific requirements of conditional admission will be addressed in the applicant's letter of admission.

Deadlines Applicants may apply for admission for fall or spring semesters. Completed applications and all required supporting materials should be received by the following dates to assure timely admission decisions.

	Fall	*Spring*
Application Deadline	July 15	Nov. 15
International Student Deadline	May 1	Oct. 1
Final Admission Decisions	Aug. 10	Dec. 20

Course Scheduling During regular semesters, graduate business classes are offered Monday through Thursday evenings and occasionally on weekends. This provides MBA students with an opportunity to earn a nationally accredited professional business degree with minimal disruption to their careers. During the fall and spring semesters, classes typically meet one evening per week (6-8:45 p.m.) on weekdays. During the summer semester, class offerings are limited. Summer classes usually meet three evenings per week (Monday, Tuesday, and Thursday) from 5:30-7:50 p.m.

The schedule of classes has been designed to allow full-time working professionals, if they wish, to complete the MBA program in 18 months to two years.

Academic Regulations The following academic regulations supplement those that apply to all Indiana University graduate students.

>**Course Load** Most MBA students are employed full time and normally take a maximum course load of 6 credits (two courses) per semester and 3 credits (one course) per summer session. However, students may elect to pursue full time study in the program. Enrollment in 9 credits is considered full time.
>
>Courses are scheduled to accommodate the needs of part-time students. Since the school cannot guarantee that all courses will be available to all students at all times, students must accept the risk that in a given semester or session, scheduled courses may not be compatible with courses needed. Careful planning in consultation with the MBA advisor and participation in early registration will minimize the likelihood of this becoming a problem.
>
>**Transfer Credit** Students who hold advanced degrees or have earned credits beyond requirements for their bachelor's degree may apply for transfer credits. A maximum of 6 credits in such graduate courses completed with grades of B or better from an AACSB-accredited institution may be accepted for transfer. Within these limits, acceptability and applicability of transfer credits are determined by the MBA director in consultation with appropriate faculty.
>
>Within the limitation noted above, students seeking approval to complete degree requirements by taking a course at another AACSB-accredited institution must submit a written request and a copy of the institution's course syllabus to the director in advance of taking the course. The request for this exception must identify: (1) the institution; (2) the specific course(s) that will be taken; and (3) the IPFW requirement(s) to which it or they will apply.
>
>**Academic Standards** A candidate for the MBA must maintain a cumulative graduate GPA of 3.0 or better. The graduate GPA is calculated based solely on completed graduate-level courses. Students whose graduate GPA falls below 3.0 will be placed on academic probation and must bring their GPA back to 3.0 within the next nine (9) credits of course work. Failure to remove the GPA deficiency within the next nine (9) credits may result in immediate dismissal. Graduate level courses in which students earn grades of D or F must be repeated. Grades of D or F will be included in the calculation of the student's graduate GPA.
>
>**Time Allowed for Completion of Degree** Students are permitted up to 48 months to complete all requirements. This 48-month period commences once students begin taking any modules or core courses. The schedule of classes has been designed to make it possible for full-time working professionals, if they wish, to complete the MBA program in 18 months to two years.
>
>Students who fail to attend graduate business classes for two regular consecutive semesters must reapply for admission or have their original application renewed.

Assistantships Graduate assistantships are available on a limited basis to full-time MBA students. Graduate assistants receive a stipend plus a tuition remission up to a maximum of 12 credits per semester (special course fees may apply). Graduate assistantships carry a service obligation to the Doermer School of Business and Management Sciences that may include assisting faculty with research projects, teaching assignments, or performing other designated activities. Half-time assistantships require 20 - per - week, and quarter-time assistantships carry a 10-hour-per-week time commitment.

Assistantships may be renewed contingent on satisfactory performance evaluation every semester. Graduate assistants are expected to make normal progress toward their degrees, maintain a cumulative graduate GPA of 3.0 or better, and remain full-time students.

Applicants for graduate assistantships should attach a letter and resume to their application for admission that describes their skills, work experiences, and special abilities that may be useful to a faculty member or to the school. The deadlines for graduate assistantship applications are July 15 and November 15 for

assistantships beginning with the fall and spring semesters, respectively. Assistantships are not available during summer semester.

Honor Society MBA students whose academic performance is determined by the faculty to have been exceptional are eligible for nomination to Beta Gamma Sigma. The purpose of this national honor society is to encourage and reward scholarship and accomplishment among students of business administration, to promote the advancement of education in the art and science of business, and to foster integrity in the conduct of business operations.

MBA Policy Committee The MBA Policy Committee is responsible for academic policy and curriculum development. Among other responsibilities, the committee reviews admission decisions and the awarding of graduate assistantships. The committee is comprised of the MBA director and faculty members elected from those who teach in the MBA program.

MBA Advisory Council (MBAAC) The mission of the MBA Advisory Council (a graduate student organization) is to build an *esprit de corps* among and represent the concerns of MBA students. The council conducts an orientation program in the fall and spring for newly admitted students, and may plan extracurricular activities for all MBA students. Students interested in joining the council should contact a current member or the MBA director.

Accelerated MBA – Cohort Program

Graduate students may choose to complete a 33 credit MBA cohort program option in approximately 11 months. The Accelerated MBA-Cohort Program is based on a system of an initial accelerated two week course, three consecutive eleven week *quarters* and an ending six-week capstone course. This program does not necessarily follow the university's calendar for the academic year.

Admission The Doermer School of Business and Management Sciences seeks candidates whose analytical abilities, leadership, interpersonal skills, and personal motivation indicate a strong potential to excel in both an academic program and a business career. Candidates are required to hold a four-year undergraduate degree in any discipline from an accredited college or university.

The MBA Policy Committee considers a number of characteristics essential for success in the program and evaluates a candidate for admission based on these characteristics. An ability to excel in the Accelerated MBA program is indicated by past academic achievements (undergraduate GPA), and recommendations that speak to the candidate's intellectual capacity. Candidates should have two years of relevant work experience or familiarity with the basics in accounting, finance, economics, ethics and the regulatory environment. In addition, the committee considers several individual factors to be of equal importance. Motivation and leadership, as well as excellent communication and interpersonal skills, are highly valued in a professional manager. Successful candidates have these proven characteristics, which are revealed in past work experience, a self-evaluation essay, recommendation letters and their program interview. The committee carefully weighs all of these factors in making an admission recommendation to the Doermer School of Business and Management Sciences.

Educational Objective Statement (Essay) Applicants must provide an essay of $400 - 500$ words indicating their experiences and achievements that reflect maturity, initiative, and administrative skills. In addition, you should specify educational objectives as you contemplate beginning studies for the Accelerated MBA program.

Transcripts Applicants must have official transcripts sent directly to the Accelerated MBA office from every college or university they have attended. Unofficial records or transcripts that have been issued to applicants cannot be accepted.

Recommendations Applicants are required to submit two letters of recommendation; recommendation forms are included in the application packet. Recommendations should be obtained only from individuals qualified to evaluate an applicant's academic or on-the-job performance and attest to his or her ability to pursue a graduate degree. Suggested recommenders are employee supervisors or college professors.

Language Competency All international student applicants, whose native language is not English, must submit proof of English proficiency with their admission application. The most common way of demonstrating English proficiency is through taking a standardized exam. If the Test of English as a Foreign Language (TOEFL) is taken, a minimum score of 100 on the internet-based test or 600 on the paper-based test is required. Applicants taking the International English Language Testing System test (IELTS) must achieve a minimum score of 8.0. If the applicant resides in the United States, a minimum Michigan test score of 80 is required for admission consideration.

Applicants who have completed a minimum of 48 semester credit hours at an accredited college or university in the United States are not required to submit an English proficiency exam score.

Deadlines The Accelerated MBA Program starts mid-August. Completed applications and all required supporting materials should be received by the following dates to assure a timely admission decision.

	Fall
Application Deadline	June 1
Final Admission Decisions	July 15

Course Scheduling During regular quarters, Accelerated MBA business classes are offered Friday evening and all day Saturday. This provides MBA students with an opportunity to earn a nationally accredited professional business degree with minimal disruption to their careers. During the quarters, classes typically meet Friday evenings (6:00 – 10:00 p.m.) and Saturday (8:00 a.m.–12:00 p.m., and 2:00 p.m. – 6:00 p.m.).

Academic Regulations The following academic regulations supplement those that apply to all Indiana University graduate students.

> **Course Load** Most Accelerated MBA students are employed full time and will take a course load of 9 credits (three courses) per quarter for three consecutive quarters.In addition, an initial accelerated two – week course and an ending five week capstone course are taken alone on each end of the program.

> **Academic Standards** A candidate for the Accelerated MBA must maintain a cumulative graduate GPA of 3.0 or better. The graduate GPA is calculated based solely on completed graduate-level courses. Students whose graduate GPA falls below 3.0 will be placed on academic probation. The GPA deficiency must be removed in the next nine (9) credit hours in the Accelerated MBA program. Failure to remove the GPA deficiency within the next nine (9) credit hours in the program may result in immediate dismissal from the Accelerated MBA program. Dismissed students have the option of reapplying for the next cohort cycle. Students earning grades of D or F must reapply for admission in the next cohort cycle. If the student is readmitted to the Accelerated MBA Program, he/she will retain credits and GPA earned from the previous admission to the program. Grades of D or F will be included in the calculation of the student's graduate GPA.

Time Allowed for Completion of Degree The schedule of classes has been designed to allow full-time working professionals to complete the Accelerated MBA program in approximately 11 months.

> Students who fail to attend graduate business classes and maintain good academic standing, at any time, during the Accelerated MBA program must reapply for admission in the next cohort cycle.

Honor Society MBA students whose academic performance is determined by the faculty to have been exceptional are eligible for nomination to Beta Gamma Sigma. The purpose of this national honor society is to encourage and reward scholarship and accomplishment among students of business administration, to promote the advancement of education in the art and science of business, and to foster integrity in the conduct of business operations.

MBA Policy Committee The MBA Policy Committee is responsible for academic policy and curriculum development. Among other responsibilities, the committee reviews admission decisions and the awarding of graduate assistantships. The committee is comprised of the MBA director and faculty members elected from those who teach in the MBA program.

MBA Advisory Council (MBAAC) The mission of the MBA Advisory Council (a graduate student organization) is to build an *esprit de corps* among and represent the concerns of MBA students. The council conducts an orientation program in the fall for newly admitted MBA students, and may plan extracurricular activities for all MBA students. MBA students interested in joining the council should contact a current member or the MBA director.

Program of Study

The MBA program requires the completion of a minimum of 33 credit hours. There are five classifications of courses in the program:

Group 1—Business Essentials

Business Essentials Courses Group 1 (Business Essentials) consists of short introductory business modules. These modules are required for students who do not have an academic background in business. Some or all of these modules may be waived, depending on the student's prior academic training. In addition, students who lack academic background in computer applications should take additional course work to address that deficiency. These courses should be completed or waived within the first year of the program and prior to taking courses from the Professional Core.

Business Essentials (4 credits) (must be admitted to the MBA program to enroll)

- BUFW X501 - Essentials of Accounting Cr. 1.
- BUFW X502 - Basic Finance Cr. 1.
- BUFW X503 - Introduction to Economics Cr. 1.
- BUFW X504 - Ethics and Regulatory Environment Cr. 1.

Core Courses and Electives

Groups 2 – 5 are the core MBA courses. MBA Candidates are required to complete a minimum of 33 credits in approved graduate courses. No waivers will be granted in the core or elective courses.

Group 2—Professional Core

Professional Core (9 credits)

MBA candidates are required to complete a minimum of 33 credits in approved graduate courses. No waivers will be granted in the core or elective courses. Courses in the Professional Core are to be successfully completed within the first year in the program and prior to taking courses from the Strategic Management Core.

- BUFW A524 - Decision Making and Economic Environment in a Global Economy Cr. 3.
- BUFW M540 - Data Analysis and Management Science Cr. 3.
- BUFW M542 - Leadership and Management of People in Organizations Cr. 3.

Group 3—Strategic Management Core

Strategic Management Core (15 credits)

MBA candidates are required to complete a minimum of 33 credits in approved graduate courses. No waivers will be granted in the core or elective courses.

- BUFW D542 - Strategic Cost Management Cr. 3.
- BUFW F542 - Financial Analysis and Decision Making Cr. 3.
- BUFW M552 - Management of Information Technology Cr. 3.
- BUFW M560 - Marketing and Customer Relationship Management Cr. 3.
- BUFW M570 - Operations and Supply Chain Management Cr. 3.

Group 4—Capstone Course

It is expected that **ALL** courses in the Professional and Strategic Management Cores will be successfully completed prior to enrolling in the Capstone Course.

Capstone (3 credits)

- BUFW M590 - Strategic Management Cr. 3.

Group 5—Electives

Electives (6 credits)

MBA candidates are required to complete a minimum of 33 credits in approved graduate courses. No waivers will be granted in the core or elective courses.

Total MBA Credits: 33 credits

Accelerated MBA — Cohort Program

Component 1—Two Weeks (3 Credits)

- BUFW A524 - Decision Making and Economic Environment in a Global Economy Cr. 3.

Component 2—Eleven Weeks (9 Credits)

- BUFW E550 - Business Conditions Analysis Cr. 3.
- BUFW M540 - Data Analysis and Management Science Cr. 3.
- BUFW M542 - Leadership and Management of People in Organizations Cr. 3.

Component 3—Eleven Weeks (9 Credits)

- BUFW D542 - Strategic Cost Management Cr. 3.
- BUFW M552 - Management of Information Technology Cr. 3.
- BUFW M570 - Operations and Supply Chain Management Cr. 3.

Component 4—Eleven Weeks (9 Credits)

- BUFW D580 - Topics in Accounting Cr. 3.
- BUFW F542 - Financial Analysis and Decision Making Cr. 3.
- BUFW M560 - Marketing and Customer Relationship Management Cr. 3.

Component 5—Six Weeks Capstone (3 Credits)

- BUFW M590 - Strategic Management Cr. 3.

Total Accelerated MBA Credits: 33 Credits

School of Education

School of Education
Barry Kanpol, Dean
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

Academic Regulations
The following academic regulations supplement those that apply to all Indiana University graduate students.

Second Master's Degree Credits applied to one master's degree may not be applied toward another.

Pass/Not-Pass Option You may use this option for up to four elective courses applied toward your degree. You may not choose this option for courses in your major or minor, or for required courses in an area in which you seek teacher certification.

Transfer Credit
Different rules apply prior to and after admission to the program:

Before You Are Admitted to a Graduate Program The school will determine whether credits earned at other institutions will apply toward your degree.

After You Have Been Admitted to a Graduate Program Pending their availability, it is expected that professional education courses required for your degree or certification in an endorsement area will be completed at IPFW. Applicability of credit for a course taken elsewhere should be confirmed by the school prior to your enrollment in that course. "Transfer Credit Request" forms are available in the school office.

Generally, up to 6 credits may be accepted for transfer by the school if: (1) the credits were earned from an accredited institution; (2) the courses taken are appropriate to your degree objective; (3) your post-baccalaureate cumulative GPA and transfer credits GPA are both 3.0 or better; and (4) the courses you have taken are eligible for graduate credit. To receive transfer credit, you must provide the School of Education with an official transcript and institutional certification that the courses were taken for graduate credit.

Up to 15 credits from Ball State, Indiana State, and Purdue universities may be accepted for transfer by the school, subject to the general transfer credit provisions listed above.

Correspondence and Activity Credits Correspondence or activity course credits are not applicable toward your degree.

Workshop and Conference Credits You may apply up to 6 workshop and/or conference credits toward your degree. A course that is not scheduled for 16 weeks during the fall or spring semester, or 6 weeks during the summer semester, may be defined as a workshop or conference course.

Distance Education The application of distance education courses to a graduate degree program are subject to approval of faculty of the program providing the degree.

Resident Credits You must complete at least 21 credits at IPFW.

Retention You must maintain a GPA of 3.0 (4.0=A) or better for all work (including undergraduate courses) taken after completing your bachelor's degree. If your GPA falls below 3.0, you must raise the GPA to at least 3.0 within the next 9 credits of graduate course work. Failure to do so will result in your dismissal from the program.

If you have been dismissed from the program, you may seek readmission by petitioning the chair of the school's student affairs committee. The committee will consider your petition and report its findings to the dean for action.

Time Limit You must fulfill all degree requirements within six years and one semester from the date on which you receive a grade for the first credits (including transfer credits) that apply to your degree.

Graduation Requirements You must have satisfied any conditions on your admission to the graduate education program before you will be considered as a candidate for graduation. In addition, you must have: (1) earned a minimum of 36 credits (including at least 30 at the graduate level); (2) earned a cumulative GPA of 3.0 or better in courses applicable to the degree, and; (3) fulfilled all additional degree requirements and complied with all academic regulations.

Application for Degree You must complete an application for your degree.

Education

School of Education
Barry Kanpol, Dean
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

Graduate programs in education are designed to prepare candidates to be master teachers, administrative leaders, or professional counselors. Graduate endorsements provide an opportunity for those pursuing a master's degree to enrich their ability to respond to the needs of a diverse school population.

Major Areas of Study

Counseling
Educational Leadership
Elementary Education

Secondary Education
Special Education

Graduate Options

Graduate Certificate in Teaching English as a New Language
Gifted and Talented (K–12) Endorsement
Mild Intervention
Reading Endorsement
Transition to Teaching - *A graduate-level program designed for career professionals interested in becoming certified teachers.* (Contact the Licensing and Advising Center, Neff 243, 260-481-4146, for more details.)

> Elementary Education
> Secondary Education

Graduate programs offered by the IPFW School of Education have earned professional accreditation from the Indiana Department of Education and the National Council for Accreditation of Teacher Education (NCATE)

IPFW School of Education Conceptual Framework

(A learning and leadership model) We in the School of Education are committed to the following conceptual framework for our programs:

1. **Democracy and Community** Effective educators*, such as teachers, counselors, and administrators need to be part of a dynamic educational community as a model for the climate of community they hope to create. To do this, these educators need an understanding of the moral, cultural, social, political, and economic foundations of our society. Consequently, the SOE should foster a democratic, just, inclusive learning community among its students, faculty, and staff, and with all other stakeholders in the educational enterprise.
2. **Habits of Mind** Effective educators realize that knowledge alone is not sufficient. They practice critical reflection in all endeavors. Within the context of a compassionate, caring community, educators foster habits of mind necessary to engage learners, such as investigating, inquiring, challenging, critiquing, questioning, and evaluating. Consequently, the SOE must integrate critical habits of mind in all aspects of the teaching/learning process.
3. **Pedagogy** Effective educators need to understand multiple approaches to pedagogy as well as the multiple roles of the teacher, such as facilitator, guide, role model, scholar, and motivator. Educators appreciate and are receptive to the diverse perspectives, modes of understanding, and social circumstances that they and their students bring to the educational setting. Consequently, the SOE needs to prepare educators to understand and use pedagogy creatively and thereby ensure active learning, conceptual understanding, and meaningful growth.
4. **Knowledge** Effective educators need to be well-grounded in the content that they expect to teach. Educators need to understand how knowledge is constructed, how the processes of inquiry are applied, how domains of knowledge are established, and how disciplines can be integrated and most effectively communicated to their students. Educators also need understanding of themselves, of communities in which they intend to teach, and of students. Consequently, the SOE should immerse educators in nurturing learning communities that deepen knowledge and encourage ongoing intellectual, emotional, and personal growth.
5. **Experience** Effective educators learn their craft through experiences in actual educational settings. Through on-site campus activities and field-based experiences, students will observe and emulate exemplary teaching and learning. These educators will practice, collaborate, and interact with practitioners and their students. Consequently, the SOE must integrate field and/or clinical experiences that reflect the diversity of educators, students, and schools into all aspects of the curriculum, and help educators to assess and reflect on those experiences.

6. **Leadership** Effective educators are leaders. They have developed educational and social visions informed by historical and cultural perspectives. They strive to set the highest goals for themselves and inspire students to do likewise. Educators are enriched by the convergence of knowledge, theory, and practice as they optimistically face the educational challenges of the 21st century. Consequently, the SOE must provide opportunities for educators to develop as leaders in their profession and in their communities.

*Educator is broadly defined as pre-service and in-service teachers, administrators, and counselors.

Admission

Applications are available from the School of Education. Your application must be accompanied by (1) official transcripts of all previous college and university work; (2) three professional reference letters; (3) copies of teaching certificates you have earned; (4) a nonrefundable $30 application fee; and (5) a current résumé/current vitae. See the M.S.Ed. and counseling sections (below) for additional requirements. You may be admitted unconditionally or conditionally.

Temporary Graduate Admission

Students wishing to take graduate courses but not (initially) planning to complete degree or certification requirements may choose to enroll as a temporary graduate student. Temporary graduate students may complete no more than 6 credits every five years.

Master of Science in Education (M.S.Ed.)

Unconditional Admission You may be admitted unconditionally if you (1) have earned a bachelor's degree, representing the equivalent of not less than four years of undergraduate work from an institution having regional or national accreditation, and (2) have earned a cumulative GPA of 2.5 or better (4.0=A) with all undergraduate courses taken before you received the bachelor's degree.

Conditional Admission You will be considered for conditional admission if you meet either of the following criteria:

1. You hold a bachelor's degree from an institution that is accredited at the state level but at neither regional or national levels.
2. Your undergraduate record does not qualify you for unconditional admission. If you earned less than a C grade in any undergraduate professional education course, you will be required to repeat that course and earn a grade of C or better to be considered for unconditional admission. If your cumulative undergraduate GPA is less than 2.5 (4.0=A), you may be admitted on the condition that your first 9 to 15 credits be completed with an average of 3.0 or better.

If you are granted conditional admission status, the school will advise you as to the criteria for achieving regular admission status.

Degree Requirements You must satisfactorily complete a minimum of 36 post-baccalaureate credits to earn the master's degree in educational leadership, elementary education, secondary education and special education. The degree in counseling requires 51 or 54 credits. To earn the M.S.Ed., you must fulfill one of the following sets of requirements for counseling, elementary education, educational leadership, or secondary education.

Graduate

Counselor Education (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean
James E. Burg, Graduate Program Director
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

The counselor education program provides the following options:

- School counseling consists of 51 credits and can be completed in three years.
- Agency/marriage and family therapy counseling consists of 54 credits and can be completed in three years.

Each of the above options emphasizes:

- Theory, skills, and strategies of counseling
- Research on counseling issues
- Supervised counseling experience (on-campus practicums and off-campus internship).

Acceptance to the Counselor Education Program

Acceptance to the program is available only for the Fall Semester. Preference is given to applications received on or before April 1. To be considered, you must provide the following materials with your application for admission to graduate study in education:

- Acompleted counselor education program application form, official transcripts from all colleges you have attended, three references, and copies of all applicable licenses
- A current résumé or curriculum vitae
- A statement, approximately two pages in length, that summarizes you
    - Professional goals, including preferred professional setting(s), examples of typical employment activities, and any specialized interests
    - Past experiences contributing to the development of your cited professional goals
    - Unique skills and characteristics aiding your pursuit of your cited goals

After the dean of the School of Education has determined that you qualify for admission to graduate study in education, your application to the counselor education program and the additional material you have provided will be referred to the coordinator of counselor education. The coordinator and appropriate faculty will evaluate your demonstrated academic ability and evidence of your aptitude for working with people. You will also be required to participate in group and personal interviews. Applicants are accepted to the program with the stipulation they adhere to the curriculum of their elected option.

Conditional Acceptance

At the recommendation of the counseling program faculty, applicants with undergraduate GPAs below 3.2 (4.0=A) and/or limited applicable work experience may be accepted to the program contingent on their maintaining a GPA of 3.5 for their first year of course work (Summer II, Fall , Spring, Summer I) in the counselor education program. The GRE can be taken by students whose GPA falls below 3.2 to strengthen their case for admission.

Comprehensive Examination

You must pass a comprehensive examination before you will be permitted to graduate. The examination covers the following elements: professional orientation, the helping relationship, groups, appraisal, research, social and cultural

foundations, human development, and career counseling. This examination is graded on a pass/no-pass basis. If necessary, you may retake the exam once. Specialty sections for each master's degree program are also included.

Supervised Experience

The counselor education program requires the following supervised counseling experience with clients:

On-Campus Practicums

You must enroll in and satisfactorily complete two practicums (for school) and three practicums (for agency/marriage and family therapy) in the IPFW Community Counseling Center. Your work in these courses will be observed and evaluated by a team of faculty and peers and closely supervised by selected faculty.

Counseling Internship

For the school counseling option, all students must complete a 600-hour counseling internship in an accredited K – 12 school. Students pursuing the agency/marriage and family therapy counseling option must complete 500 face-to-face client contact hours divided between the internship and the three practicums in an approved agency setting. Before you are permitted to work with clients, you must:

- Earn a minimum grade of B in each of two specified preparatory, pre-practicum courses; and
- Comply with the Ethical Standards of the American School Counseling Association or the American Association of Marriage and Family Therapy.

  Your specific responsibilities in the client/counselor relationship are detailed in the following school publications: *Graduate Student Orientation Handbook* and *The Counselor Education Program Handbook*. You are expected to conduct yourself professionally, uphold confidentiality, avoid dual relationships with clients, and refrain from any unsupervised counseling activities. Your failure to meet these expectations will result in your censure or dismissal from the program.

Licensing

Completion of the school counseling option may lead to a School Counselor educator license for the State of Indiana. Completion of the agency/marriage and family therapy option may lead to subsequent licensure in marriage and family therapy and mental health counseling, pending completion of additional state requirements (see counselor education faculty for more details).

Requirements

You are required to follow the curriculum plan for your elected counseling track. Any variation from specified elements of these curricula can be granted only by written permission of the coordinator of counselor education.

To earn the master's degree with a major in counseling, you must satisfactorily complete the counseling-foundation block plus either the agency/marriage and family therapy counseling core or the school counseling core curricula shown below. You also must satisfactorily complete supervised off-campus internships and two or three (agency/marriage and family therapy) on-campus practicums, a comprehensive examination, and a portfolio evaluation.

Subject to approval by the coordinator of counselor education, you may substitute up to 6 credits of graduate-level counseling courses you have successfully completed at IPFW, or earned at another comparably accredited institution.

Counseling Foundation Block (30 credits)

- EDUC G502 - Professional Orientation and Ethics Cr. 3.
- EDUC G503 - Counseling Theories and Techniques I: Humanistic and Existential Cr. 3.
- EDUC G504 - Counseling Theories and Techniques II: Behavior and Family Systems Cr. 3.
- EDUC G505 - Individual Appraisal: Principles and Procedures Cr. 3.
- EDUC G524 - Practicum in Counseling Cr. 3.
- EDUC G525 - Advanced Counseling Practicum Cr. 3.
- EDUC G532 - Introduction to Group Counseling Cr. 3.
- EDUC G575 - Multicultural Counseling Cr. 3.
- EDUC G590 - Research in Counseling and Guidance Cr. 1-3.
- EDUC P514 - Life Span Development: Birth to Death Cr. 3.

Agency/Marriage and Family Therapy Counseling Core (24 credits)

- EDUC G525 - Advanced Counseling Practicum Cr. 3.
- EDUC G550 - Internship in Counseling and Guidance Cr. 3-5.
- EDUC G551 - Advanced Internship in Counseling Cr. 3.
- EDUC G563 - Foundations of Mental Health Counseling Cr. 3.
- EDUC G567 - Introduction to Marriage and Family Counseling Cr. 3.
- EDUC G570 - Human Sexuality Cr. 3.
- EDUC G580 - Topical Seminar in Counseling and Guidance Cr. 1-3.
- EDUC G590 - Research in Counseling and Guidance Cr. 1-3.

School Counseling Core (21 credits)

- EDUC G542 - Organization and Development of Counseling Programs Cr. 3.
- EDUC G550 - Internship in Counseling and Guidance Cr. 3-5.
- EDUC G551 - Advanced Internship in Counseling Cr. 3.
- EDUC G552 - Career Counseling: Theory and Practice Cr. 3.
- EDUC G562 - School Counseling: Intervention Consultation and Program Development Cr. 3.
- EDUC K500 - Topical Workshop in Special Education Cr. 1-3.
  (Exceptionalities and Educational Psychology for School Counselors Cr. 3)
- EDUC P516 - Adolescent Development Cr. 3.

Total (51 or 54 Credits)

Educational Leadership (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean

To earn the master's degree with a major in educational leadership, you must satisfactorily complete the following 36 – credit hour program:

Foundational Domain: (3 credits)

One of the following:

- EDUC H504 - History of American Education Cr. 3.
- EDUC H520 - Education and Social Issues Cr. 3.

Elective Domain: (3 credits)

One of the following:

- EDUC A720 - Workshop on Selected Problems in School Administration Cr. 1-6.
- EDUA F500 - Quality Process Cr. 3
- EDUA T555 - Problems in Human Relations and Cultural Awareness Cr. 3.

Administrative Domain: (30 credits)

- EDUC A500 - Introduction to Educational Leadership Cr. 3. (Must be taken first)
- EDUC A510 - School-Community Relations Cr. 2-3. (C: A500)
- EDUC A515 - Educational Leadership: Teacher Development and Evaluation Cr. 3.
  EDUC M501 Lab/Field Experience (Service Learning for Diversity) Cr. 0
- EDUC A608 - Legal Perspectives on Education Cr. 3.
- EDUC A624 - Educational Leadership: The Principalship K-12 Cr. 3.
- EDUC A630 - Economic Dimensions of Education Cr. 3.
- EDUC A638 - Public School Personnel Management Cr. 3.
- EDUC A695 - Practicum in Educational Leadership Cr. 3. (P: 15 semester hours)
  EDUC M501 Portfolio Checkpoint Cr. 0
- EDUC J500 - Instruction in the Context of Curriculum Cr. 3.
  EDUC M501 Lab/Field Experience (Service Learning for Diversity) Cr. 0
- EDUC P503 - Introduction to Research Cr. 3.

To qualify for the Indiana license:

To qualify for the Indiana Building Level Administrator license, you must also do the following:

- Complete an Educational Leadership Portfolio Assessment;
- Pass the School Leaders Licensure Assessment Praxis exam;
- Provide a letter from your superintendent stating that you have at least two years of full-time teaching experience under a valid license;
- Provide proof of CPR certification; and
- Complete an interview and receive recommendation from Educational Leadership faculty.

Educational Leadership – Cohort Option

Educational Leadership students may choose to complete the 36 credit M.S.Ed. program cohort option in 14-17 months. Students in this program may select a spring or summer start date. Completion of this program may lead to a Building Level Administrator license for the State of Indiana. For more information on this cohort option, please contact the School of Education at 260-481-4123 or 260-481-4146.

Elementary Education (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean
Carol Lindquist, Graduate Program Director
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

To earn the master's degree with a major in elementary education, you must satisfactorily complete the following program:

Introduction to M.S.Ed. Program: (6 credits — first two courses)

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  Seminar: Learning, Teaching, Leading Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Cr. 0.
- EDUC P503 - Introduction to Research Cr. 3.

Two Portfolio Checkpoints:

1. After 18 hours of credit in M.S.Ed. program,* and
2. After 33 hours of credit in M.S.Ed. program*

Foundations Block: (12 credits)

- EDUC E590 - Research in Elementary Education Cr. 1-6. (Credits: 3)
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*
- EDUC K505 - Introduction to Special Education for Graduate Students Cr. 3.

Choose one from Psychological Foundations: (3 Credits)

- EDUC P501 - Statistical Method Applied to Education Cr. 3.
- EDUC P507 - Testing in the Classroom Cr. 3.
- EDUC P510 - Psychology in Teaching Cr. 3.
- EDUC P515 - Child Development Cr. 3.

- EDUC P570 - Managing Classroom Behavior Cr. 3.
- EDUC W551 - Education and Psychology of the Gifted and Talented Cr. 3.

Choose one from Social Foundations: (3 Credits)

- EDUC H504 - History of American Education Cr. 3.
- EDUC H520 - Education and Social Issues Cr. 3.
- EDUC H530 - Philosophy of Education Cr. 3.
- EDUC H540 - Sociology of Education Cr. 3.
- EDUC H551 - Comparative Education I Cr. 3.

Elementary Core: (15 credits)

- EDUC E535 - Elementary School Curriculum Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Or

- EDUC E525 - Advanced Curriculum Study in Early Childhood Education Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 3. *(minimum 10 hrs.)*

Choose two from: (6 credits)

- EDUC E547 - Advanced Study in the Teaching of Social Studies in the Elementary Schools Cr. 3.
- EDUC E548 - Advanced Teaching of Science in the Elementary School Cr. 3.
- EDUC F549 - Advanced Study in the Teaching of Language Arts in the Elementary Schools Cr. 3.
- EDUC J515 - Methods of Small Group Instruction Cr. 3.
- EDUC N543 - Advanced Study in the Teaching of Mathematics in the Elementary Schools Cr. 3.
- EDUC W553 - Methods and Materials for the Gifted and Talented Cr. 3.
- EDUC X545 - Advanced Study in the Teaching of Reading in the Elementary Schools Cr. 3.

Electives: (6 credits — part of Elementary Core)

Choose from courses above, workshops, or content courses, or 1-credit Critical Analysis and Reading Core seminars on topics of interest (maximum one 1-credit course per semester).

**

Capstone to M.S.Ed. Program: (3 credits — last course)

- Exit Checkpoint: Presentation of Research Paper or Project
- EDUC E595 - Problem Analysis in Elementary Education Cr. 3.
  (P: E590) (Research Paper or Project)

Notes

1. It is strongly recommended that students take EDUA F500 and EDUC P503 as the first courses in their program. The last course will be EDUC E595.
2. Students may, however, take up to 6 credit hours before entering the program, at which point they would take EDUA F500 and EDUC P503.
3. *Students will meet with a faculty committee for each of the two portfolio checkpoints in the semester following completion of 18 hours of credit and again in the semester following 33 hours of credit.
4. **Students may only apply 6 hours of workshop credit toward completion of the M.S.Ed. Also, at least 21 of the 36 total credits toward the M.S.Ed. must be completed at IPFW.

Total (36 Credits)

Elementary Education: Early Childhood Emphasis (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean
Carol Lindquist, Graduate Program Director
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

To earn the master's degree with a major in elementary education and an emphasis in early childhood, you must satisfactorily complete the following program:

Introduction to M.S.Ed. Program: (6 credits — first two courses)

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  Subject Title - Seminar: Lerarning, Teaching, Leading Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  (minimum 10 hrs.)
- EDUC P503 - Introduction to Research Cr. 3.

Two Portfolio Checkpoints:

1. After 18 hours of credit in M.S.Ed. program,* and
2. After 33 hours of credit in M.S.Ed. program*

Foundations Block: (12 credits)

- EDUC E590 - Research in Elementary Education Cr. 1-6. (Credits: 3)
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*
- EDUC K505 - Introduction to Special Education for Graduate Students Cr. 3.

Choose one from Psychological Foundations: (3 Credits)

- EDUC P510 - Psychology in Teaching Cr. 3.
- EDUC P515 - Child Development Cr. 3.

Choose one from Social Foundations: (3 Credits)

- EDUC H504 - History of American Education Cr. 3.
- EDUC H520 - Education and Social Issues Cr. 3.
- EDUC H530 - Philosophy of Education Cr. 3.
- EDUC H540 - Sociology of Education Cr. 3.
- EDUC H551 - Comparative Education I Cr. 3.

Early Childhood Core: (12 credits)

- EDUC E507 - Evaluation of Classroom Behavior Cr. 3.
- EDUC E525 - Advanced Curriculum Study in Early Childhood Education Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Choose one from: (3 credits)

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  With Title - Early Literacy Development Cr. 3.
- EDUC L524 - Language Education Issues in Bilingual and Multicultural Education Cr. 3.
- EDUC L530 - Topical Workshop in Language Education Cr. 1-6. (Credits: 3)

Electives: (3 credits)

Choose from courses above, workshops, or content courses, or 1-credit Critical Analysis and Reading Core seminars on topics of interest (maximum one 1-credit course per semester).

**

Capstone to M.S.Ed. Program: (3 credits — last course)

- Exit Checkpoint: Presentation of Research Paper or Project
- EDUC E595 - Problem Analysis in Elementary Education Cr. 3.
  (P: E590) (Research Paper or Project)

Notes

1. It is strongly recommended that students take EDUA F500 and EDUC P503 as the first courses in their program. The last course will be EDUC E595.
2. Students may, however, take up to 6 credit hours before entering the program, at which point they would take EDUA F500 and EDUC P503.

3. *Students will meet with a faculty committee for each of the two portfolio checkpoints in the semester following completion of 18 hours of credit and again in the semester following 33 hours of credit.
4. **Students may only apply 6 hours of workshop credit toward completion of the M.S.Ed. Also, at least 21 of the 36 total credits toward the M.S.Ed. must be completed at IPFW.

Total (36 Credits)

Elementary Education: Reading Minor (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean
Carol Lindquist, Graduate Program Director
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

As of Fall 2010, we will no longer be accepting new students into this program. Students currently in the program will need to complete the program by Fall 2013. Students not in the program may continue to take these courses as electives.

To earn the master's degree with a major in elementary education and a minor in reading, you must satisfactorily complete the following program:

Introduction to M.S.Ed. Program: (6 credits - first two courses)

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  Seminar: Learning, Teaching, Leading Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*
- EDUC P503 - Introduction to Research Cr. 3.

Two Portfolio Checkpoints:

1. After 18 hours of credit in M.S.Ed. program,* and
2. After 33 hours of credit in M.S.Ed. program*

Foundations Block: (12 credits)

- EDUC E590 - Research in Elementary Education Cr. 1-6. (Credits: 3)
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*
- EDUC K505 - Introduction to Special Education for Graduate Students Cr. 3.

Choose one from Psychological Foundations: (3 Credits)

- EDUC P501 - Statistical Method Applied to Education Cr. 3.
- EDUC P507 - Testing in the Classroom Cr. 3.
- EDUC P510 - Psychology in Teaching Cr. 3.
- EDUC P515 - Child Development Cr. 3.
- EDUC P570 - Managing Classroom Behavior Cr. 3.
- EDUC W551 - Education and Psychology of the Gifted and Talented Cr. 3.

Choose one from Social Foundations: (3 Credits)

- EDUC H504 - History of American Education Cr. 3.
- EDUC H520 - Education and Social Issues Cr. 3.
- EDUC H530 - Philosophy of Education Cr. 3.
- EDUC H540 - Sociology of Education Cr. 3.
- EDUC H551 - Comparative Education I Cr. 3.

Reading Minor Core: (15 credits)

- EDUC E535 - Elementary School Curriculum Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Or

- EDUC E525 - Advanced Curriculum Study in Early Childhood Education Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Required courses:

- EDUC X504 - Diagnosis of Reading Difficulties in the Classroom Cr. 3.
- EDUC X525 - Practicum in Reading Cr. 1-4. (Credits: 3)
- EDUC X530 - Topical Workshop in Reading Cr. 1-6. (Credits: 3)
- EDUC X545 - Advanced Study in the Teaching of Reading in the Elementary Schools Cr. 3.

Capstone to M.S.Ed. Program: (3 credits - last course)

- Exit Checkpoint: Presentation of Research Paper or Project
- EDUC E595 - Problem Analysis in Elementary Education Cr. 3.
  (P: E590) (Research Paper or Project)

Notes:

1. It is strongly recommended that students take EDUA F500 and EDUC P503 as the first courses in their program. The last course will be EDUC E595.
2. Students may, however, take up to 6 credit hours before entering the program, at which point they would take EDUA F500 and EDUC P503.
3. *Students will meet with a faculty committee for each of the two portfolio checkpoints in the semester following completion of 18 hours of credit and again in the semester following 33 hours of credit.
4. **Students may only apply 6 hours of workshop credit toward completion of the M.S.Ed. Also, at least 21 of the 36 total credits toward the M.S.Ed. must be completed at IPFW.

Total (36 Credits)

Elementary or Secondary Education: Gifted and Talented K–12 Endorsement (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean
Carol Lindquist, Graduate Program Director
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

As of Fall 2010, we will no longer be accepting new students into this program. Students currently in the program will need to complete the program by Fall 2012. Students not in the program may continue to take these courses as electives.

To earn the master's degree with a major in elementary or secondary education and an endorsement in gifted and talented K–12, you must satisfactorily complete the following program:

Introduction to M.S.Ed. Program: (6 credits - first two courses)

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  Seminar: Learning, Teaching, Leading Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*
- EDUC P503 - Introduction to Research Cr. 3.

Two Portfolio Checkpoints:

1. After 18 hours of credit in M.S.Ed. program,* and
2. After 33 hours of credit in M.S.Ed. program*

Foundations Block: (12 credits)

- EDUC E590 - Research in Elementary Education Cr. 1-6. (Credits: 3)
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Or

- EDUC S590 - Research in Secondary Education Cr. 1-3. (Credits: 3)
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Required:

- EDUC K505 - Introduction to Special Education for Graduate Students Cr. 3.
- EDUC W551 - Education and Psychology of the Gifted and Talented Cr. 3.

Suggested options for Psychological Foundations electives:

(not required)

- EDUC P501 - Statistical Method Applied to Education Cr. 3.
- EDUC P507 - Testing in the Classroom Cr. 3.
- EDUC P510 - Psychology in Teaching Cr. 3.
- EDUC P515 - Child Development Cr. 3.
- EDUC P516 - Adolescent Development Cr. 3.
- EDUC P570 - Managing Classroom Behavior Cr. 3.

Choose one from Social Foundations: (3 Credits)

- EDUC H504 - History of American Education Cr. 3.
- EDUC H520 - Education and Social Issues Cr. 3.
- EDUC H530 - Philosophy of Education Cr. 3.
- EDUC H540 - Sociology of Education Cr. 3.
- EDUC H551 - Comparative Education I Cr. 3.

Gifted and Talented Endorsement Core: (12 credits)

Choose one:

- EDUC E525 - Advanced Curriculum Study in Early Childhood Education Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Or

- EDUC E535 - Elementary School Curriculum Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.

Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Or

- EDUC S503 - Secondary School Curriculum Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Required:

- EDUC W553 - Methods and Materials for the Gifted and Talented Cr. 3.
- EDUC W554 - Creative Problem-Solving and Metacognition Cr. 3.
- EDUC W595 - Practicum: Gifted and Talented Cr. 3-6. (Credits: 3)

Electives: (3 credits)

Choose from courses above, workshops, or content courses, or 1-credit Critical Analysis and Reading Core seminars on topics of interest (maximum one 1-credit course per semester).

**

Capstone to M.S.Ed. Program: (3 credits - last course)

- Exit Checkpoint: Presentation of Research Paper or Project
- EDUC E595 - Problem Analysis in Elementary Education Cr. 3.
  (P:E590) (Research Paper or Project)

Or

- EDUC S591 - Research Project in Secondary Education Cr: 3.
  (P: S590) (Research Paper or Project)
- Exit Checkpoint: Presentation of Research Paper or Project

Notes:

1. It is strongly recommended that students take EDUA F500 and EDUC P503 as the first courses in their program. The last course will be EDUC E595 or S591.
2. Students may, however, take up to 6 credit hours before entering the program, at which point they would take EDUA F500 and EDUC P503.
3. *Students will meet with a faculty committee for each of the two portfolio checkpoints in the semester following completion of 18 hours of credit and again in the semester following 33 hours of credit.

4. **Students may only apply 6 hours of workshop credit toward completion of the M.S.Ed. Also, at least 21 of the 36 total credits toward the M.S.Ed. must be completed at IPFW.

Total (36 Credits)

Secondary Education (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean
Carol Lindquist, Graduate Program Director
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

To earn the master's degree with a major in secondary education, you must satisfactorily complete the following program:

Introduction to M.S.Ed. Program: (6 credits - first two courses)

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  Seminar: Learning, Teaching, Leading Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Credits: 0 *(minimum 10 hours)*
- EDUC P503 - Introduction to Research Cr. 3.

Two Portfolio Checkpoints:

1. After 18 hours of credit in M.S.Ed. program,* and
2. After 33 hours of credit in M.S.Ed. program*

Foundations Block: (12 credits)

- EDUC K505 - Introduction to Special Education for Graduate Students Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Credits: 0 *(minimum 10 hours)*
- EDUC S590 - Research in Secondary Education Cr. 1-3.
  (P: P503)

Choose one from Psychological Foundations: (3 Credits)

- EDUC P501 - Statistical Method Applied to Education Cr. 3.
- EDUC P507 - Testing in the Classroom Cr. 3.
- EDUC P510 - Psychology in Teaching Cr. 3.
- EDUC P516 - Adolescent Development Cr. 3.
- EDUC P570 - Managing Classroom Behavior Cr. 3.

- EDUC W551 - Education and Psychology of the Gifted and Talented Cr. 3.

Choose one from Social Foundations: (3 Credits)

- EDUC H504 - History of American Education Cr. 3.
- EDUC H520 - Education and Social Issues Cr. 3.
- EDUC H530 - Philosophy of Education Cr. 3.
- EDUC H540 - Sociology of Education Cr. 3.
- EDUC H551 - Comparative Education I Cr. 3.

Secondary Core: (15 credits)

- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Credits: 0 *(minimum 10 hours)*
- EDUC S503 - Secondary School Curriculum Cr. 3.

Choose one graduate course in content area of license (3 credits)

Choose one from: (3 credits)

- EDUC F516 - Advanced Study in the Teaching of Secondary School English Language Arts Cr. 3.
- EDUC L520 - Advanced Study in Foreign Language Teaching Cr. 3.
- EDUC N517 - Advanced Study in the Teaching of Secondary School Mathematics Cr. 3.
- EDUC S518 - Advanced Study in the Teaching of Secondary School Science Cr. 3.
- EDUC S519 - Advanced Study in the Teaching of Secondary School Social Studies Cr. 3.
- EDUC X516 - Advanced Study in the Teaching of Reading in the Junior High and Secondary School Cr. 3.
- HPER P545 - The Physical Education Curriculum Cr. 3.
- MUS E517 - Projects and Problems in Music Education Cr. 1-3.
- MUS E524 - Experimental Teaching in Elementary School Music Cr. 3.
- MUS E525 - Supervision of Music in the Public Schools Cr. 1-3.

Electives: (6 credits - part of Secondary Core)

Choose from courses above, workshops, or content courses, or 1-credit Critical Analysis and Reading Core seminars on topics of interest (maximum one 1-credit course per semester).

**

Capstone to M.S.Ed. Program: (3 credits - last course)

- EDUC S591 - Research Project in Secondary Education Cr. 3.
  (P: S590)
- Exit Checkpoint: Presentation of Research Paper or Project

Notes:

- It is strongly recommended that students take EDUA F500 and EDUC P503 as the first courses in their program. The last course will be EDUC S591.
- Students may, however, take up to 6 credit hours before entering the program, at which point they would take EDUA F500 and EDUC P503.
- *Students will meet with a faculty committee for each of the two portfolio checkpoints in the semester following completion of 18 hours of credit and again in the semester following 33 hours of credit.
- **Students may only apply 6 hours of workshop credit toward completion of the M.S.Ed. Also, at least 21 of the 36 total credits toward the M.S.Ed. must be completed at IPFW.

Total (36 Credits)

Secondary Education: Reading Minor (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean
Carol Lindquist, Graduate Program Director
260-481-4146 ~ www.ipfw.edu/educ ~ Neff Hall 250

As of Fall 2010, we will no longer be accepting new students into this program. Students currently in the program will need to complete the program by Fall 2013. Students not in the program may continue to take these courses as electives.

To earn the master's degree with a major in secondary education and a minor in reading, you must satisfactorily complete the following program:

Introduction to M.S.Ed. Program: (6 credits - first two courses)

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  Learning, Teaching, Leading Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0.
- EDUC P503 - Introduction to Research Cr. 3.

Two Portfolio Checkpoints:

1. After 18 hours of credit in M.S.Ed. program,* and
2. After 33 hours of credit in M.S.Ed. program*

Foundations Block: (12 credits)

- EDUC K505 - Introduction to Special Education for Graduate Students Cr. 3.

- EDUC S590 - Research in Secondary Education Cr. 1-3.
  (P: P503)
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*

Choose one from Psychological Foundations: (3 Credits)

- EDUC P501 - Statistical Method Applied to Education Cr. 3.
- EDUC P507 - Testing in the Classroom Cr. 3.
- EDUC P510 - Psychology in Teaching Cr. 3.
- EDUC P516 - Adolescent Development Cr. 3.
- EDUC P570 - Managing Classroom Behavior Cr. 3.
- EDUC W551 - Education and Psychology of the Gifted and Talented Cr. 3.

Choose one from Social Foundations: (3 Credits)

- EDUC H504 - History of American Education Cr. 3.
- EDUC H520 - Education and Social Issues Cr. 3.
- EDUC H530 - Philosophy of Education Cr. 3.
- EDUC H540 - Sociology of Education Cr. 3.
- EDUC H551 - Comparative Education I Cr. 3.

Reading Minor Core: (15 credits)

- EDUC S503 - Secondary School Curriculum Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Cr. 0. *(minimum 10 hrs.)*
- EDUC X504 - Diagnosis of Reading Difficulties in the Classroom Cr. 3.
- EDUC X516 - Advanced Study in the Teaching of Reading in the Junior High and Secondary School Cr. 3.
- EDUC X525 - Practicum in Reading Cr. 1-4. (Credits: 3)
- EDUC X530 - Topical Workshop in Reading Cr. 1-6. (Credits: 3)

Capstone to M.S.Ed. Program: (3 credits - last course)

- EDUC S591 - Research Project in Secondary Education Cr. 3.
  (P: S590) (Research Paper or Project)
- Exit Checkpoint: Presentation of Research Paper or Project

Total (36 Credits)

Notes:

1. It is strongly recommended that students take EDUA F500 and EDUC P503 as the first courses in their program. The last course will be EDUC S591.
2. Students may, however, take up to 6 credit hours before entering the program, at which point they would take EDUA F500 and EDUC P503.

3. *Students will meet with a faculty committee for each of the two portfolio checkpoints in the semester following completion of 18 hours of credit and again in the semester following 33 hours of credit.
4. **Students may only apply 6 hours of workshop credit toward completion of the M.S.Ed. Also, at least 21 of the 36 total credits toward the M.S.Ed. must be completed at IPFW.

Special Education (M.S.Ed.)

Indiana University
Master of Science in Education (M.S.Ed.)

School of Education
Barry Kanpol, Dean
Jane Leatherman, Graduate Program Director
260-481-5742 or 260-481-4146 ~ www.ipfw.edu/prst/special/programs ~ Neff Hall 250

This 36-hour-degree program will prepare candidates to work with individuals with mild to moderate disabilities in educational settings. Program graduates will be prepared to hold leadership roles in special education programs. They also will have fulfilled the educational requirements needed to obtain a Rules 2002 Indiana teaching license in Mild Intervention, which includes certification in learning disabilities, mild and moderate disabilities, and emotional disabilities.

Program Requirements

- EDUC K505 - Introduction to Special Education for Graduate Students Cr. 3.
- EDUC K525 - Survey of Mild Handicaps Cr. 3.
- EDUC K535 - Assessment and Remediation of the Mildly Handicapped Cr. 3.
  EDUC M501 - Field Experience/Service Learning for Diversity Cr. 0
- EDUC K536 - Assessment and Remediation of the Mildly Handicapped II Cr. 3.
  EDUC M501 - Field Experience/Service Learning for Diversity Cr. 0
- EDUC K553 - Classroom Management & Behavior Support Cr. 3.
- EDUC K541 - Transition Across the Life Span Cr. 3.
- EDUC K565 - Collaboration & Service Delivery Cr. 3.
- EDUC K595 - Practicum in Special Education Cr. 1-6. (Credits: 3)
- EDUC K500 - Topical Workshop in Special Education Cr. 1-3. (Credits: 3)
- EDUC P501 - Statistical Method Applied to Education Cr. 3.
- EDUC P503 - Introduction to Research Cr. 3.
- EDUC K599 - Master's Thesis in Special Education Cr. 3.
  or
  EDUC K500 Special Projects in Special Education (Credits: 3)

Notes:

- It is recommended that students take EDUC P503 and EDUC K505 as the first courses in their program. The last courses will be EDUC K595 and EDUC K599 or EDUC K500 Special Projects in Special Education.

- Three portfolio checkpoints will take place during the students' M.S.Ed. program: after 18 hours of credit, after 33 hours of credit, and at the completion of EDUC K599. Students will meet with a faculty member for each of the three portfolio checkpoints for a review of portfolio contents associated with program standards.
- At least 21 of the 36 total credits toward the M.S.Ed. must be completed at IPFW.

Intense Intervention License

The Intense Intervention Licensure Program is a 12-credit-hour graduate program offered in collaboration with IU South Bend; it allows the teacher to work with students with moderate and severe disabilities. For more information about the Intense Intervention program you may contact the School of Education at 260-481-4146 or you may access the following Web site: www.ipfw.edu/prst/special/programs/intinvlicprg.shtml

Special Education Graduate Certificate

Indiana University

School of Education
Barry Kanpol, Dean
Jane Leatherman, Graduate Program Director
260-481-5742 or 260-481-4146 ~ www.ipfw.edu/prst/special/programs ~ Neff Hall 250

This 24-credit graduate certification program will allow the student to obtain a Mild Intervention teaching license. Students are eligible to complete the coursework if they hold a current general education teaching license and wish to continue on for the special education certification.

Program Requirements

- EDUC K505 - Introduction to Special Education for Graduate Students Cr. 3.
- EDUC K525 - Survey of Mild Handicaps Cr. 3.
- EDUC K535 - Assessment and Remediation of the Mildly Handicapped Cr. 3.
- EDUC M501 - Field Experience/Service Learning for Diversity Cr. 0.
- EDUC K536 - Assessment and Remediation of the Mildly Handicapped II Cr. 3.
- EDUC M501 - Field Experience/Service Learning for Diversity Cr. 0.
- EDUC K541 - Transition Across the Life Span Cr. 3.
- EDUC K553 - Classroom Management & Behavior Support Cr. 3.
- EDUC K565 - Collaboration & Service Delivery Cr. 3.
- EDUC K595 - Practicum in Special Education Cr. 1-6. (Must be taken last. Credits: 3)

Notes:

Rules 2002 licensed teachers will receive a certification in the same developmental level(s) as their current license. This certification will cover LD, MIMH, Moderate Disabilities, and EH.

Rules 46/47 and Bulletin 400 licensed teachers will receive a K–12 certification in Mild Disabilities upon completion of this program. This certification will cover LD and MIMH.

Intense Intervention License

The Intense Intervention Licensure Program is a 12-credit-hour graduate program offered in collaboration with IU South Bend; it allows the teacher to work with students with moderate and severe disabilities. For more information about the Intense Intervention program you may contact the School of Education at 260-481-4146 or you may access the following Web site: www.ipfw.edu/prst/special/programs/intinvlicprg.shtml

Endorsement

Gifted and Talented (K–12) Endorsement

As of Fall 2010, we will no longer be accepting new students into this program. Students currently in the program will need to complete the program by Fall 2012. Students not in the program may continue to take these courses as electives.

This endorsement requires the following courses:

Program Requirements

- EDUC W551 - Education and Psychology of the Gifted and Talented Cr. 3.
- EDUC W553 - Methods and Materials for the Gifted and Talented Cr. 3.
- EDUC W554 - Creative Problem-Solving and Metacognition Cr. 3.
- EDUC W595 - Practicum: Gifted and Talented Cr. 3-6.

Total (12 Credits)

Reading, Elementary

As of Fall 2010, we will no longer be accepting new students into this program. Students currently in the program will need to complete the program by Fall 2013. Students not in the program may continue to take these courses as electives.

This endorsement requires the following courses:

Program Requirements

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  Seminar: Learning, Teaching, Leading Cr. 3.
- EDUC P503 - Introduction to Research Cr. 3.
- EDUC E535 - Elementary School Curriculum Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
   Field Experience: Service Learning For Diversity Credits: 0 (minimum 10 hours)

- EDUC X504 - Diagnosis of Reading Difficulties in the Classroom Cr. 3.
- EDUC X525 - Practicum in Reading Cr. 1-4.
- EDUC X530 - Topical Workshop in Reading Cr. 1-6.
- EDUC X545 - Advanced Study in the Teaching of Reading in the Elementary Schools Cr. 3.

One of the following (3 Credits)

- EDUC P501 - Statistical Method Applied to Education Cr. 3.
- EDUC P507 - Testing in the Classroom Cr. 3.
- EDUC P510 - Psychology in Teaching Cr. 3.
- EDUC P515 - Child Development Cr. 3.
- EDUC P570 - Managing Classroom Behavior Cr. 3.
- EDUC W551 - Education and Psychology of the Gifted and Talented Cr. 3.

Note:

All 24 credits may apply toward a master's degree in elementary education. The master's degree consists of 36 credits. Courses must be no older than six years and one semester for use in the master's degree at the completion of the degree.

Total (24 Credits)

Reading, Secondary

As of Fall 2010, we will no longer be accepting new students into this program. Students currently in the program will need to complete the program by Fall 2013. Students not in the program may continue to take these courses as electives.

This endorsement requires the following courses:

Program Requirements

- EDUA F500 - Topical Exploration in Education Cr. 1-15
  Seminar: Learning, Teaching, Leading Cr. 3.
- EDUC M501 - Laboratory/Field Experience Cr. 0-3.
  Field Experience: Service Learning for Diversity Credits: 0 (minimum 10 hours)
- EDUC P503 - Introduction to Research Cr. 3.
- EDUC S503 - Secondary School Curriculum Cr. 3.
- EDUC X504 - Diagnosis of Reading Difficulties in the Classroom Cr. 3.
- EDUC X516 - Advanced Study in the Teaching of Reading in the Junior High and Secondary School Cr. 3.
- EDUC X525 - Practicum in Reading Cr. 1-4.
- EDUC X530 - Topical Workshop in Reading Cr. 1-6.

One of the following (3 Credits)

- EDUC P501 - Statistical Method Applied to Education Cr. 3.
- EDUC P507 - Testing in the Classroom Cr. 3.
- EDUC P510 - Psychology in Teaching Cr. 3.
- EDUC P516 - Adolescent Development Cr. 3.
- EDUC P570 - Managing Classroom Behavior Cr. 3.
- EDUC W551 - Education and Psychology of the Gifted and Talented Cr. 3.

Note:

All 24 credits may apply toward a master's degree in secondary education. The master's degree consists of 36 credits. Courses must be no older than six years and one semester for use in the master's degree at the completion of the degree.

Total (24 Credits)

Part 4 — Course Descriptions

Part 3 consists of course descriptions in an alphabetical order that parallels the order used in the *Schedule of Classes*. Because of certain groupings of courses by sponsoring departments, you will find some cross-references, such as **Statistics (STAT)-See Mathematical Sciences.**

Standard information for each course includes the number, title, and credits (sometimes called credit hours or semester hours). For some courses, you will find information about the hours of laboratory or studio for which the course is scheduled during each week of a regular semester; these weekly hours are expanded during summer sessions. Fees for courses are assessed on the basis of credits and other factors.

V.T. (Variable Title) is shown for courses approved for variable titles. The title used for the course may be changed to specify the topic or other special focus of each offering of the course.

The course numbering system generally suggests levels of difficulty and appropriateness. Undergraduate courses eligible for graduate credit have numbers below 500. Courses at the 500 level in Purdue University departments are open to both advanced undergraduate and graduate students; other courses numbered 500 and above are generally open only to graduate students.

Preparation for courses is indicated as follows:

P: Indicates a prerequisite that must precede your enrollment in the course described. You may find one or more specific course numbers, the number of credits you should already have in a subject, or other conditions.

C: Indicates a corequisite that must be taken no later than the same semester you take the course described.

R: Indicates a recommendation concerning conditions to be met for enrollment in the course.

When no subject code is shown for prerequisites, corequisites, and recommended courses, they are in the same subject area as the course being described. If you lack a prerequisite or corequisite, you may seek the instructor's consent to enroll in the course.

Session indicators (fall, spring, summer) suggest the times at which courses are generally offered. However, scheduling patterns may vary.

IPFW reserves the right to add, withdraw, or change courses without notice.

ACS 52100 - Topics in Computer Graphics

ACS 54400 - Performance Modeling and Evaluation of Computer Systems

ACS 56000 - Software Engineering

ACS 56200 - Systems Analysis and Design

ACS 56400 - Human-Computer Interaction

ACS 56600 - The Strategic Role of Information Systems

ACS 56700 - Software Project Management

ACS 56800 - Object-Oriented Systems Development

ACS 57400 - Advanced Computer Networks

ACS 57500 - Database Systems

ACS 57600 - Distributed Database Systems

ACS 58200 - Expert Systems

ACS 69800 - Research M.S. Thesis

ANTH A495 - Individual Readings in Anthropology

ANTH E445 - Medical Anthropology

ANTH E455 - Anthropology of Religion

ANTH E470 - Psychological Anthropology

ANTH P361 - Prehistory of Eastern North America

ANTH P400 - Archaeological Methods and Techniques

ANTH P405 - Fieldwork in Archaeology

BIOL 50100 - Field Botany

BIOL 50200 - Conservation Biology

BIOL 50500 - Biology of Invertebrate Animals

BIOL 50600 - Human Molecular Genetics

BIOL 50900 - Molecular Biology and Applications

BIOL 51500 - Molecular Genetics

BIOL 51600 - Molecular Biology of Cancer

BIOL 52000 - Contemporary Parasitology

BIOL 53300 - Medical Microbiology

BIOL 53700 - Immunobiology

BIOL 54000 - Biotechnology

BIOL 54300 - Population Ecology

BIOL 54400 - Principles of Virology

BIOL 55600 - Physiology I

BIOL 55800 - Laboratory in Physiology

BIOL 55900 - Endocrinology

BIOL 56500 - Immunobiology Laboratory

BIOL 56600 - Developmental Biology

BIOL 56700 - Laboratory in Developmental Biology

BIOL 57900 - Fate of Chemicals in the Environment

BIOL 58000 - Evolution

BIOL 58200 - Ecotoxicology

BIOL 58400 - Molecular Biology and Applications Laboratory

BIOL 58600 - Topics in Behavior and Ecology

BIOL 59200 - The Evolution of Behavior

BIOL 59500 - Special Assignments

BIOL 59800 - Biology of Fish

BIOL 69800 - Research M.S. Thesis

BUFW A524 - Decision Making and Economic Environment in a Global Economy

BUFW D542 - Strategic Cost Management

BUFW D550 - Accounting and Control for Healthcare

BUFW D580 - Topics in Accounting

BUFW D586 - Independent Study in Accounting

BUFW E550 - Business Conditions Analysis

BUFW E552 - Public Policies Toward Business

BUFW E580 - Topics in Economics

BUFW E586 - Independent Study in Economics

BUFW F542 - Financial Analysis and Decision Making

BUFW F561 - Topics in Economic Education I

BUFW F562 - Topics in Economic Education II

BUFW F563 - Topics in Economic Education III

BUFW F575 - Topics in Finance

BUFW F576 - Independent Study in Finance

BUFW F589 - Topics in Law

BUFW G513 - Personnel Management

BUFW G545 - Collective Bargaining

BUFW G581 - Topics in Behavioral Studies

BUFW G591 - Independent Study in Behavioral Studies

BUFW H509 - Research Methods in Business

BUFW M540 - Data Analysis and Management Science

BUFW M542 - Leadership and Management of People in Organizations

BUFW M552 - Management of Information Technology

BUFW M553 - Topics in Information Systems

BUFW M557 - Topics in Quantitative Methods

BUFW M560 - Marketing and Customer Relationship Management

BUFW M565 - Topics in Marketing

BUFW M566 - Independent Study in Marketing

BUFW M570 - Operations and Supply Chain Management

BUFW M575 - Topics in Operations Management

BUFW M576 - Independent Study in Operations Management

BUFW M588 - Strategic Management of Global Operations: Integrating International Aspects of Functional Areas of Business

BUFW M590 - Strategic Management

BUFW M592 - Communication Team Building Ethics and Regulatory Environment

BUFW X501 - Essentials of Accounting

BUFW X502 - Basic Finance

BUFW X503 - Introduction to Economics

BUFW X504 - Ethics and Regulatory Environment

CE 57000 - Advanced Structural Mechanics

CHM 32100 - Analytical Chemistry

CHM 50200 - Modern Chemistry in the High School

CHM 52500 - Intermediate Analytical Chemistry

CHM 52800 - Principles and Practice of NMR

CHM 53300 - Introductory Biochemistry

CHM 53400 - Introductory Biochemistry

CHM 53500 - Biochemistry Laboratory

CHM 54200 - Inorganic Chemistry

CHM 56300 - Organic Chemistry

CHM 59900 - Special Assignments

CMLT C541 - Modern Drama

CMLT C586 - Colloquium in Literature and the Other Arts

CMLT C592 - Genre Study in Film

COM 50200 - Classroom Communication

COM 50700 - Introduction to Semiotics

COM 50800 - Nonverbal Communication in Human Interaction

COM 51200 - Theories of Interpersonal Communication

COM 51500 - Persuasion in Social Movements

COM 51600 - Analysis of Persuasive Messages

COM 51700 - Communication in Politics

COM 51800 - Theories of Persuasion

COM 52000 - Small Group Communication

COM 52100 - Theories of Rhetoric

COM 52200 - History and Criticism of Public Communication

COM 52300 - Communication in Personal Relationships

COM 52500 - Advanced Interviewing

COM 52700 - Introduction to Cultural Studies

COM 53100 - Special Topics in Mass Communication

COM 53200 - Telecommunication Systems Management

COM 53400 - Comparative Telecommunication Systems

COM 53700 - Educational/Instructional Television

COM 55700 - Legal Dimensions of Communication

COM 55900 - Current Trends in Mass Communication Research

COM 56000 - Rhetorical Dimensions of Mass Media

COM 56300 - Public Policy in Telecommunication

COM 57400 - Organizational Communication

COM 57600 - Health Communication

COM 58200 - Descriptive/Experimental Research in Communication

COM 58400 - Historical/Critical Research in Communication

COM 59000 - Directed Study of Special Problems

COM 59700 - Special Topics in Communication

COM 59800 - Synthesis Paper Research

CPET 54500 - Service-Oriented Architecture and Enterprise Applications

CPET 56500 - Mobile Computing Systems

CPET 57500 - Management of Technology

CPET 58100 - Workshop In Computer Engineering Technology

CPET 59000 - Special Problems in IT and Advanced Computer Applications

CPET 59800 - Directed MS Project

CPT 55500 - Advanced Network Security

CS 50300 - Operating Systems

CS 51400 - Numerical Analysis

CS 52000 - Computational Methods in Analysis

CS 54300 - Introduction to Simulation and Modeling of Computer Systems

CS 54700 - Information Storage and Retrieval and Natural Language Processing

CS 57200 - Heuristic Problem-Solving

CS 58000 - Algorithm Design Analysis and Implementation

CS 59000 - Topics in Computer Science

CSD 51600 - Foundations of Assessment in Communication Disorders

CSD 52100 - Phonetic and Phonological Disorders in Children

CSD 54900 - Clinical Practice in Speech Language Pathology I

CSD 55000 - Aural Rehabilitation for Adults

CSD 55100 - Aural Rehabilitation for Children

CSD 59000 - Directed Study of Special Problems

ECE 54700 - Introduction to Computer Communication Networks

ECE 56500 - Computer Architecture

ECE 58900 - State Estimation and Parameter Identification of Stochastic Systems

ECE 59500 - Selected Topics in Electrical Engineering

ECE 60200 - Lumped System Theory

ECE 60400 - Electromagnetic Field Theory

ECE 60600 - Solid-State Devices

ECE 65200 - Wave Phenomena in Solids

ECE 65400 - Solid State Devices II

ECET 58100 - Workshop in Electrical and Computer Engineering Technology

ECET 59000 - Special Problems in Electrical and Computer Engineering Technology

ECET 59800 - Directed MS Project

EDUA F500 - Topical Exploration in Education

EDUA G598 - Comprehensive Examination in Counseling

EDUA G599 - Specialization Project in Counseling

EDUA M540 - Methods of Teaching in the Middle School

EDUA M550 - Practicum: Junior High/Middle School

EDUA T555 - Problems in Human Relations and Cultural Awareness

EDUC A500 - Introduction to Educational Leadership

EDUC A508 - School Law and the Teachers

EDUC A510 - School-Community Relations

EDUC A515 - Educational Leadership: Teacher Development and Evaluation

EDUC A554 - Computer Applications for Administrators

EDUC A560 - Political Perspectives of Education

EDUC A590 - Independent Study in School Administration

EDUC A600 - Problems in School Administration

EDUC A608 - Legal Perspectives on Education

EDUC A624 - Educational Leadership: The Principalship K-12

EDUC A625 - Administration of Elementary Schools

EDUC A627 - Secondary School Administration

EDUC A630 - Economic Dimensions of Education

EDUC A635 - Public School Budgeting and Accounting

EDUC A638 - Public School Personnel Management

EDUC A640 - Planning Educational Facilities

EDUC A653 - The Organizational Context of Education

EDUC A695 - Practicum in Educational Leadership

EDUC A720 - Workshop on Selected Problems in School Administration

EDUC D512 - Seminar in Forms and Forces of Adult Education

EDUC E505 - Organization and Administration of Early Childhood Programs

EDUC E507 - Evaluation of Classroom Behavior

EDUC E508 - Seminar in Early Childhood Education

EDUC E513 - Workshop in Elementary Social Studies

EDUC E516 - Workshop in Elementary School Science

EDUC E524 - Workshop in Early Childhood Education

EDUC E525 - Advanced Curriculum Study in Early Childhood Education

EDUC E535 - Elementary School Curriculum

EDUC E536 - Supervision of Elementary School Instruction

EDUC E547 - Advanced Study in the Teaching of Social Studies in the Elementary Schools

EDUC E548 - Advanced Teaching of Science in the Elementary School

EDUC E590 - Research in Elementary Education

EDUC E595 - Problem Analysis in Elementary Education

EDUC F516 - Advanced Study in the Teaching of Secondary School English Language Arts

EDUC F549 - Advanced Study in the Teaching of Language Arts in the Elementary Schools

EDUC G502 - Professional Orientation and Ethics

EDUC G503 - Counseling Theories and Techniques I: Humanistic and Existential

EDUC G504 - Counseling Theories and Techniques II: Behavior and Family Systems

EDUC G505 - Individual Appraisal: Principles and Procedures

EDUC G524 - Practicum in Counseling

EDUC G525 - Advanced Counseling Practicum

EDUC G532 - Introduction to Group Counseling

EDUC G542 - Organization and Development of Counseling Programs

EDUC G550 - Internship in Counseling and Guidance

EDUC G551 - Advanced Internship in Counseling

EDUC G552 - Career Counseling: Theory and Practice

EDUC G562 - School Counseling: Intervention Consultation and Program Development

EDUC G563 - Foundations of Mental Health Counseling

EDUC G567 - Introduction to Marriage and Family Counseling

EDUC G570 - Human Sexuality

EDUC G575 - Multicultural Counseling

EDUC G580 - Topical Seminar in Counseling and Guidance

EDUC G590 - Research in Counseling and Guidance

EDUC G592 - Seminar in Drug/Alcohol Abuse Prevention

EDUC H503 - History of Education in Western Civilization

EDUC H504 - History of American Education

EDUC H520 - Education and Social Issues

EDUC H522 - The Schooling of Women and Girls

EDUC H530 - Philosophy of Education

EDUC H538 - Critical Thinking and Education

EDUC H540 - Sociology of Education

EDUC H551 - Comparative Education I

EDUC J500 - Instruction in the Context of Curriculum

EDUC J511 - Methods of Individualizing Instruction

EDUC J515 - Methods of Small Group Instruction

EDUC J520 - Learning Materials Development and Construction

EDUC K500 - Topical Workshop in Special Education

EDUC K505 - Introduction to Special Education for Graduate Students

EDUC K525 - Survey of Mild Handicaps

EDUC K535 - Assessment and Remediation of the Mildly Handicapped

EDUC K536 - Assessment and Remediation of the Mildly Handicapped II

EDUC K541 - Transition Across the Life Span

EDUC K553 - Classroom Management & Behavior Support

EDUC K565 - Collaboration & Service Delivery

EDUC K595 - Practicum in Special Education

EDUC K599 - Master's Thesis in Special Education

EDUC L511 - Advanced Study in the Teaching of Writing in Elementary Schools

EDUC L520 - Advanced Study in Foreign Language Teaching

EDUC L524 - Language Education Issues in Bilingual and Multicultural Education

EDUC L530 - Topical Workshop in Language Education

EDUC L559 - Trade Books in the Elementary Classroom

EDUC M500 - Integrated Professional Seminar

EDUC M501 - Laboratory/Field Experience

EDUC M514 - Workshop in Social Studies Education

EDUC N517 - Advanced Study in the Teaching of Secondary School Mathematics

EDUC N523 - Workshop in Elementary Modern Mathematics

EDUC N543 - Advanced Study in the Teaching of Mathematics in the Elementary Schools

EDUC P501 - Statistical Method Applied to Education

EDUC P503 - Introduction to Research

EDUC P507 - Testing in the Classroom

EDUC P510 - Psychology in Teaching

EDUC P514 - Life Span Development: Birth to Death

EDUC P515 - Child Development

EDUC P516 - Adolescent Development

EDUC P540 - Learning and Cognition in Education

EDUC P555 - Emotional Development

EDUC P570 - Managing Classroom Behavior

EDUC P575 - Developing Human Potential

EDUC R505 - Workshop in Instructional Systems Technology

EDUC R506 - Practicum in Instructional Systems Technology

EDUC R523 - Utilization of Audio-Visual Materials

EDUC R533 - Organization and Curricula Integration of Audio-Visual Media

EDUC R543 - Preparation of Inexpensive Instruction Materials

EDUC R544 - Basic Instructional Photography

EDUC R546 - Survey of Instruction System Technology

EDUC R558 - Designing Instructional Video

EDUC R566 - Instructional Development Basics

EDUC R590 - Research in Instructional System Technology

EDUC S503 - Secondary School Curriculum

EDUC S505 - The Junior High and Middle School

EDUC S518 - Advanced Study in the Teaching of Secondary School Science

EDUC S519 - Advanced Study in the Teaching of Secondary School Social Studies

EDUC S530 - Junior High and Middle School Curriculum

EDUC S590 - Research in Secondary Education

EDUC S591 - Research Project in Secondary Education

EDUC S655 - Supervision of Secondary School Instruction

EDUC W551 - Education and Psychology of the Gifted and Talented

EDUC W553 - Methods and Materials for the Gifted and Talented

EDUC W554 - Creative Problem-Solving and Metacognition

EDUC W560 - Topical Seminar in Gifted Education

EDUC W595 - Practicum: Gifted and Talented

EDUC X504 - Diagnosis of Reading Difficulties in the Classroom

EDUC X515 - Workshop in Elementary Reading

EDUC X516 - Advanced Study in the Teaching of Reading in the Junior High and Secondary School

EDUC X525 - Practicum in Reading

EDUC X530 - Topical Workshop in Reading

EDUC X545 - Advanced Study in the Teaching of Reading in the Elementary Schools

EDUC X590 - Research in Reading

ENG B501 - Professional Scholarship in Literature

ENG B502 - Introduction to Literacy Studies and the Teaching of College English

ENG B605 - Critical Theory

ENG B612 - Chaucer

ENG B613 - Middle English Literature

ENG B622 - Elizabethan Poetry

ENG B624 - Elizabethan Drama and Its Background

ENG B625 - Shakespeare

ENG B627 - English Poetry of the Early 17th Century

ENG B628 - Milton

ENG B635 - British Literature 1660-1790

ENG B639 - British Fiction to 1800

ENG B642 - Romantic Literature

ENG B644 - Victorian Literature

ENG B645 - British Fiction 1800-1900

ENG B648 - 20th Century British Poetry

ENG B649 - 20th Century British Fiction

ENG B651 - American Literature 1800-1865

ENG B652 - American Literature 1865-1914

ENG B654 - American Literature since 1914

ENG B655 - American Fiction to 1900

ENG B656 - 20th Century American Fiction

ENG B657 - Recent Writing

ENG B660 - Studies in British and American Writers

ENG B666 - Survey of Children's Literature

ENG B668 - Topics in Children's Literature

ENG B673 - Studies in Women and Literature

ENG B675 - Studies in American Ethnic and Minority Literature and Culture

ENG B680 - Special Topics in Literary Study and Theory

ENG B688 - Irish Literature and Culture

ENG B695 - Individual Readings in English

ENG B699 - Master's Thesis

ENG B712 - Chaucer

ENG B725 - Shakespeare

ENG B731 - Milton

ENG B733 - Restoration and Augustan Literature

ENG B739 - British Fiction to 1800

ENG B741 - Romantic Literature

ENG B743 - Victorian Literature

ENG B745 - British Fiction 1800-1900

ENG B749 - 20th Century British Literature

ENG B751 - Major American Writers 1700-1855

ENG B753 - Major American Writers 1855 to the Present

ENG B780 - Special Studies in British and American Literature

ENG C501 - Teaching of Composition in College

ENG C505 - Teaching Composition: Issues and Approaches

ENG C507 - Writing Center Theory and Praxis

ENG C511 - Writing Fiction

ENG C513 - Writing Poetry

ENG C515 - Writing Prose Nonfiction

ENG C517 - Professional Scholarship in Writing Studies

ENG C521 - Introduction to Professional Writing

ENG C531 - Theory and Practice of Exposition

ENG C532 - Advanced Argumentative Writing

ENG C565 - Theories and Practices of Editing

ENG C567 - Writing for Multiple Media

ENG C572 - Composing the Self

ENG C576 - Writers Reading

ENG C590 - Internship in Writing

ENG C601 - History of Rhetoric

ENG C602 - Contemporary Theories of Composition

ENG C611 - Writing Fiction

ENG C613 - Writing Poetry

ENG C620 - Publications Managment and Production

ENG C622 - Creativity and Community

ENG C625 - Research Methods for Professional Writers

ENG C682 - Topics in Rhetoric and Composition

ENG C697 - Independent Study in Writing

ENG C780 - Special Studies in Rhetoric and Composition

ENG D552 - Linguistics and the Teacher of English

ENG D600 - History of the English Language

ENG D601 - Introduction to Old English

ENG G500 - Introduction to the English Language

ENG G541 - Materials Preparation for ESL Instruction

ENGR 69800 - Master of Science in Enginering (M.S.E.) Thesis Research

FILM K502 - Genre Study in Film

FINA H401 - Art Theory IV

FINA H411 - 19th Century Art I

FINA H412 - 19th Century Art II

FINA H413 - 20th Century Art: 1900-1924

FINA H414 - 20th Century Art: 1925-Present

FINA H415 - Art of Pre-Columbian America

FINA H495 - Readings and Research in Art History

FINA P421 - Advanced Drawing III

FINA P422 - Advanced Drawing IV

FINA P425 - Advanced Painting III

FINA P426 - Advanced Painting IV

FINA P431 - Advanced Sculpture III

FINA P432 - Advanced Sculpture IV

FINA P433 - Advanced Metalsmithing III

FINA P434 - Advanced Metalsmithing IV

FINA P435 - Advanced Ceramics III

FINA P436 - Advanced Ceramics IV

FINA P441 - Advanced Printmaking III

FINA P442 - Advanced Printmaking IV

FINA P495 - Independent Study in Fine Arts

FNR 50500 - Molecular Ecology and Evolution

FNR 52300 - Aquaculture

FOLK F512 - Survey of Folklore

FOLK F600 - Asian Folklore/Folk Music

FOLK F640 - Native American Folklore/ Folk Music

FOLK F801 - Teaching Folklore

FREN F325 - Oral French for Teachers

FREN F410 - French Literature of the Middle Ages

FREN F413 - The French Renaissance

FREN F423 - Tragedie Classique

FREN F424 - Comedie Classique

FREN F425 - Prose et Poesie du Dix- Septieme Siecle

FREN F443 - 19th Century Novel I

FREN F444 - 19th Century Novel II

FREN F446 - Poesie du Dix-Neuvieme Siecle

FREN F450 - Colloquium in French Studies

FREN F453 - Litterature Contemporaine I

FREN F454 - Litterature Contemporaine II

FREN F463 - Civilisation Francaise I

FREN F464 - Civilisation Francaise II

FREN F474 - Theme et Version

GEOG G315 - Environmental Conservation

GEOL G406 - Introduction to Geochemistry

GEOL G413 - Introduction to Geophysics

GEOL G415 - Geomorphology

GEOL G420 - Regional Geology Field Trip

GEOL G423 - Methods in Applied Geophysics

GEOL G451 - Principles of Hydrogeology

GER G404 - Deutsche Literatur seit der Romantik

GER G412 - Advanced German: Composition

GER G451 - Introduction to the Structure of Modern German

GER G575 - Historical Study of German Literature III

GER G577 - Historical Study of German Literature IV

HIST A301 - Colonial America

HIST A302 - Revolutionary America

HIST A303 - The United States from 1789 to 1865 I

HIST A304 - The United States from 1789 to 1865 II

HIST A313 - Origins of Modern America

HIST A314 - Recent U.S. History I 1917-1945

HIST A315 - Recent U.S. History II 1945-Present

HIST A345 - American Diplomatic History I

HIST A346 - American Diplomatic History II

HIST B351 - Barbarian Europe 200-1000

HIST B352 - The Age of Chivalry 1000-1500

HIST B355 - Europe: Louis XIV to French Revolution

HIST B361 - Europe in the 20th Century

HIST B378 - History of Germany II

HIST C388 - Roman History

HIST C393 - Ottoman History

HIST D402 - Byzantine History and Civilization II

HIST D410 - Russian Revolutions and the Soviet Regime

HIST F341 - Latin America: Conquest and Empire

HIST F342 - Latin America: Evolution and Revolution

HIST F432 - 20th Century Latin American Revolutions

HIST F447 - U.S.-Latin American Relations

HIST T425 - Topics in History

HPER H518 - Alcohol and Drug Education

HPER H519 - Problems and Issues in Health

HPER H528 - Issues in Substance Abuse

HPER H617 - Seminar in Health Education (Alcoholism Alcohol Education and Drug Misuse)

HPER P535 - Physical Education in the Elementary School

HPER P544 - Administration of Physical Education

HPER P545 - The Physical Education Curriculum

HPER P647 - Seminar in Physical Education

HPER S559 - Administration and Supervision of Safety Education

HPER S655 - Problems in Driver Education and Highway Safety

IT 50700 - Measurement and Evaluation in Industry and Technology

IT 50800 - Quality and Productivity in Industry and Technology

IT 59000 - Special Problems in Industrial Technology

IT 59800 - Directed MS Project

JOUR J413 - Magazine Article Writing

JOUR J425 - Supervision of School Media

LBST D500 - Graduate Project

LBST D501 - Humanities Seminar

LBST D502 - Social Science Seminar

LBST D503 - Science Seminar

LBST D700 - Topics in Liberal Studies

LING L430 - Language Change and Variation

LING L505 - Professional Scholarship in Language Study and Linguistics

LING L532 - Second Language Acquisition

LING L534 - Linguistic Resources and the Teaching of English as a Second Language (TESOL)

LING L535 - TESOL Practicum

LING L541 - Introductory Phonetics

LING L543 - Syntactic Analysis

LING L575 - Introduction to Linguistic Theory

LING L590 - Linguistic Structure

LING L619 - Language and Society

LING L690 - Advanced Readings in Linguistics

LING P511 - Methods and Materials for TESOL 1

LING P512 - Methods and Materials for TESOL 2

LING T510 - Applied Traditional and Structural English Grammar

LING T660 - Contrastive Discourse

LSTU L515 - Work Restructuring: Taylorism to Globalization

LSTU L590 - Poverty Welfare and Workfare

MA 51000 - Vector Calculus

MA 51100 - Linear Algebra with Applications

MA 52100 - Introduction to Optimization Problems

MA 52500 - Introduction to Complex Analysis

MA 54000 - Analysis I

MA 54100 - Analysis II

MA 55300 - Introduction to Abstract Algebra

MA 55400 - Linear Algebra

MA 55600 - Introduction to the Theory of Numbers

MA 56000 - Fundamental Concepts of Geometry

MA 57100 - Elementary Topology

MA 57500 - Graph Theory

MA 58000 - History of Mathematics

MA 58100 - Introduction to Logic for Teachers

MA 59800 - Topics in Mathematics

ME 50000 - Advanced Thermodynamics

ME 50500 - Intermediate Heat Transfer

ME 50900 - Intermediate Fluid Mechanics

ME 51000 - Gas Dynamics

ME 56200 - Advanced Dynamics

ME 56300 - Mechanical Vibrations

ME 56900 - Mechanical Behavior of Materials Sem.

MUS E517 - Projects and Problems in Music Education

MUS E518 - Foundations of Music Education

MUS E519 - Psychology of Music

MUS E524 - Experimental Teaching in Elementary School Music

MUS E525 - Supervision of Music in the Public Schools

MUS E526 - Exploratory Approaches to Music in Junior and Senior High

MUS E533 - Research in Music Education

MUS E534 - Practicum in Music Education

MUS E536 - Special Workshop in Music Education

MUS E545 - Guided Professional Experiences

MUS E574 - Orff Program Development I

MUS E575 - Orff Program Development II

MUS E594 - Vocal Pedagogy

MUS E595 - Seminar in Vocal Pedagogy

MUS G561 - Masters Choral Conducting I

MUS G562 - Masters Choral Conducting II

MUS G571 - Advanced Instrumental Conducting I

MUS G572 - Advanced Instrumental Conducting II

MUS M500 - Special Seminar in Music History

MUS M520 - Music for the Theatre

MUS M524 - Oratorio Literature

MUS M527 - Symphonic Literature

MUS M530 - Contemporary Music

MUS M531 - Song Literature I

MUS M532 - Song Literature II

MUS M540 - Graduate Music Appreciation

MUS M541 - Music History Review for Graduate Students I

MUS M542 - Music History Review for Graduate Students II

MUS M544 - Piano Literature from 1830 to the Present

MUS M556 - Research in the History and Literature of Music

MUS R571 - Opera Workshop

MUS R572 - Opera Workshop

MUS T511 - Theory Review for Graduate Students I

MUS T512 - Theory Review for Graduate Students II

NUR 50200 - Pharmacotherapeutics for Advanced Practice Nursing

NUR 50300 - Advanced Health Assessment

NUR 50700 - Physiologic Concepts for Advanced Practice Nursing

NUR 51100 - Concepts and Application of Health Promotion for Advanced Practice Nursing

NUR 52100 - Theoretical Constructs in Nursing

NUR 52300 - Nursing Research EPB

NUR 52500 - Informatics in Nursing

NUR 55500 - Health Disparities: Care of Vulnerable Popluations

NUR 55700 - Curriculum Development

NUR 55800 - Instructional Methods in Nursing Education

NUR 56100 - Teaching Methods in Nursing Educaton

NUR 59900 - Special Topics

NUR 65000 - Nursing Administration Theory I

NUR 65100 - Nursing Administration Theory II

NUR 65200 - Nursing Administration Theory III

NUR 65300 - Nursing Administration-Financial Management

NUR 65400 - Human Resource Management

NUR 66500 - Managed Care

NUR 67100 - Administrative Practicum I

NUR 67200 - Administrative Practicum II

NUR 68200 - Synthesis and Application

NUR 69800 - Research MS Thesis

OLS 51000 - Foundations of Behavior and Leadership in Organizations

OLS 51500 - Foundations of Human Resources

OLS 52000 - Foundations of Organizational Context

OLS 52500 - Organizational Analysis and Action

OLS 53000 - System Change and Organization Development

OLS 54000 - Leading Collaborative Projects and Work Teams

OLS 54500 - Compensation and Benefits

OLS 55500 - Workforce Planning and Employment

OLS 55700 - Creativity and Innovation in Organizations and Industry

OLS 56000 - Leadership of Virtual Teams

OLS 56500 - Employee Relations

OLS 57000 - Leadership Across Cultural Boundaries

OLS 57500 - Contemporary Employment Practices and the Law

OLS 58400 - Constructive and Destructive Conflict and Cooperation

OLS 58500 - Health Safety and Security

OLS 58700 - Developing a Leadership Philosophy

OLS 68000 - Research in OLS

PHIL 50400 - Human Rights Ethics

PHIL 51000 - Phenomenology

PHIL 51400 - 20th Century Analytical Philosophy I

PHIL 51500 - 20th Century Analytical Philosophy II

PHIL 52400 - Contemporary Ethical Theory

PHIL 52500 - Studies in Metaphysics

PHIL 53000 - Deconstructionist and Postmodernist Philosophy

PHIL 57500 - Problems in Esthetics

PHIL 57600 - Philosophy and Literary Theory

PHIL 58000 - Pro-Seminar in Philosophy

PHIL 59000 - Directed Readings in Philosophy

PHYS 51100 - Laser Physics

PHYS 51500 - Thermal and Statistical Physics

PHYS 52000 - Mathematical Physics

PHYS 52200 - Coherent Optics and Quantum Electronics

PHYS 52400 - Physical Optics and Experimental Spectroscopy

PHYS 53600 - Electronic Techniques for Research

PHYS 54500 - Solid State Physics

PHYS 55000 - Introduction to Quantum Mechanics

PHYS 57000 - Selected Topics in Physics

PHYS 59000 - Reading and Research

POLS Y339 - Middle Eastern Politics

POLS Y340 - East European Politics

POLS Y367 - International Law

POLS Y371 - Workshop in International Topics

POLS Y381 - History of Political Theory I

POLS Y382 - History of Political Theory II

POLS Y383 - American Political Ideas I

POLS Y384 - American Political Ideas II

POLS Y392 - Problems of Contemporary Political Philosophy

PSY 50500 - Mental Measurement

PSY 52300 - Introduction to Theories of Psychotherapy

PSY 52600 - Psycholinguistics

PSY 53200 - Psychological Disorders of Childhood

PSY 54000 - History of Psychology

PSY 55000 - Introduction to Clinical Psychology

PSY 59000 - Individual Research Problems

PSY 59200 - Advanced Special Topics

SE 51000 - Systems Engineering

SE 52000 - Engineering Economics

SE 53000 - Systems Engineering Management

SE 54000 - Systems Architecture

SE 59500 - Selected Topics in Systems Engineering

SOC P510 - Seminar on Organizations and the Individual

SOC P514 - Health and Healthcare Issues

SOC P517 - Social Stratification and Social Practice

SOC P540 - Principles of Sociological Theory and Practice

SOC P550 - Statistical Techniques for Sociological Practice I

SOC P560 - Topics in Sociological Practice

SOC P562 - Topics in Policy Analysis

SOC P570 - Applied Research Methods

SOC P576 - Graduate Seminar in Sociological Pedagogy

SOC P578 - Mediation and Conflict Resolution Strategies

SOC P695 - Independent Research in Sociological Practice

SOC P697 - Professional Development

SOC P698 - Practicum in Sociological Practice

SOC P699 - Master's Thesis Research

SOC S516 - Seminar in Sociology of Family

SOC S518 - Seminar in Sociology of Religion

SOC S521 - Seminar in Deviant Behavior

SOC S528 - Research in Criminology

SOC S560 - Topics in Sociology

SOC S574 - Medical Sociology

SOC S575 - Social Gerontology

SPAN S407 - Survey of Spanish Literature I

SPAN S408 - Survey of Spanish Literature II

SPAN S411 - Spain: The Cultural Context

SPAN S412 - Latin-American Culture and Civilization

SPAN S418 - Hispanic Drama

SPAN S420 - Modern Spanish— American Prose Fiction

SPAN S425 - Spanish Phonetics

SPAN S426 - Introduction to Spanish Linguistics

SPAN S428 - Applied Spanish Linguistics

SPAN S450 - Don Quixote

SPAN S470 - Women and Hispanic Literature

SPAN S471 - Spanish-American Literature I-II

SPAN S472 - Spanish-American Literature II

SPAN S474 - Hispanic Literature and Society

SPAN S478 - Modern Spanish Novel

SPAN S479 - Mexican Literature

SPAN S480 - Argentine Literature

SPAN S495 - Hispanic Colloquium

SPEA H508 - Financial Management Principles of Health Care

SPEA H517 - Managerial Epidemiology

SPEA J501 - Evolution of Criminological Thought and Policy

SPEA J502 - Research Methods in Criminal Justice and Public Affairs

SPEA J582 - Criminal Justice Systems

SPEA J587 - Criminal Violation: Problems and Characteristics

SPEA J588 - Law and Control in Society

SPEA J666 - Criminal Justice Policy and Evaluation

SPEA J682 - Planning and Management for Criminal Justice and Public Affairs

SPEA V502 - Public Management

SPEA V504 - Public Organizations

SPEA V506 - Statistical Analysis for Effective Decision Making

SPEA V507 - Data Analysis and Modeling for Public Affairs

SPEA V508 - Topics in Quantitative Analysis

SPEA V509 - Administrative Ethics in the Public Sector

SPEA V512 - Public Policy Process

SPEA V517 - Public Management Economics

SPEA V522 - Human Resource Management in Nonprofit Organizations

SPEA V525 - Management in the Nonprofit

SPEA V539 - Management Science for Public Affairs

SPEA V540 - Law and Public Affairs

SPEA V541 - Benefit-Cost Analysis of Public and Environmental Policies

SPEA V543 - Health Services Management

SPEA V545 - The U.S. Healthcare System

SPEA V546 - Health Services Utilization

SPEA V550 - Topics in Public Affairs

SPEA V560 - Public Finance and Budgeting

SPEA V561 - Public Human Resources Management

SPEA V562 - Public Program Evaluation

SPEA V563 - The Planning Process

SPEA V564 - Urban Management

SPEA V566 - Executive Leadership

SPEA V567 - Public Financial Administration

SPEA V569 - Managing Interpersonal Relations

SPEA V570 - Public Sector Labor Relations

SPEA V580 - Readings in Public Affairs

SPEA V585 - Practicum in Public Affairs

SPEA V590 - Research in Public Affairs

SPEA V600 - Capstone in Public and Environmental Affairs

SPEA V631 - Health Planning

STAT 51100 - Statistical Methods

STAT 51200 - Applied Regression Analysis

STAT 51400 - Design of Experiments

STAT 51600 - Basic Probability and Applications

STAT 51700 - Statistical Inference

STAT 51900 - Introduction to Probability

STAT 52800 - Introduction to Mathematical Statistics

TECH 54000 - Reliability and Maintenance

TECH 55700 - Tolerancing Techniques

TECH 56100 - Industrial Projects Management and Control

TECH 57400 - Advanced Quality Engineering Methods

TECH 59500 - Workshop in Advanced Technology

TECH 64600 - Analysis of Research in Industry and Technology

THTR 50100 - Stage Management

THTR 50400 - Summer Repertory Theatre

THTR 53100 - Acting Styles

THTR 53600 - Advanced Problems in Acting

THTR 54000 - Advanced Directing

THTR 54200 - Advanced Problems in Theatre Directing

THTR 56000 - Advanced Scenic Design

THTR 56100 - Advanced Costume Design

THTR 56200 - Advanced Light Design

THTR 57000 - Dramatic Structure: Theory

THTR 57600 - Playwriting

THTR 58300 - American Theatre History and Drama

THTR 59000 - Directed Study of Special Theatre Problems

VCD H495 - Readings and Research in Art History

VCD P443 - Advanced Photography III

VCD P444 - Advanced Photography IV

VCD P453 - Graphic Design III

VCD P454 - Graphic Design IV

VCD P475 - Computer Art and Design III

VCD P476 - Three Dimensional Computer Modeling

VCD P478 - Computer Animation

VCD V590 - Topics in Studio Fine Art

WOST W601 - Survey of Contemporary Research in Women's Studies: The Social and Behavioral Sciences

WOST W602 - Survey of Contemporary Research in Women's Studies: The Humanities

WOST W695 - Graduate Readings and Research in Women's Studies

WOST W701 - Graduate Topics in Women's Studies

Part 5 — Regulations and Policies

Changes in the following policies and regulations go into effect periodically and are published in the *Schedule of Classes* and the bulletins of the graduate schools. The bulletins of the Indiana University and Purdue University graduate schools also contain more detailed explanations of some policies and regulations.

Specific graduate programs may impose additional regulations or exceptions. These appear within the program descriptions in Part 2.

Click on a link to be taken to the entry below.

1. Affirmative Action, Nondiscrimination, and Nonharassment

IPFW is committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her own potential. In pursuit of its goal of academic excellence, the university seeks to develop and nurture diversity. The university believes that diversity among its many members strengthens the institution, stimulates creativity, promotes the exchange of ideas, and enriches campus life.

IPFW views, evaluates, and treats all persons in any university-related activity or circumstance in which they may be involved solely as individuals on the basis of their personal abilities, qualifications, and other relevant characteristics.

IPFW prohibits discrimination against any member of the university community on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability, or status as a disabled or Vietnam-era veteran. The university will conduct its programs, services, and activities consistent with applicable federal, state, and local laws, regulations, and orders and in conformance with the procedures and limitations as set forth in Purdue University's Executive Memorandum No. D-1, which provides specific contractual rights and remedies. Additionally, the university promotes the full realization of equal employment opportunities for women, minorities, persons with disabilities, and Vietnam-era veterans through its affirmative action program.

If you have a question or complaint, or want advice, you may talk with the affirmative action officer or an official designee (Kettler 110N, 260-481-6106) or the director of Services for Students with Disabilities (Walb 113, 260-481-6657).

2. Admission

General requirements for admission to IPFW graduate programs are established by the Indiana University and Purdue University trustees and appear in Part 1.

Additional program-specific admission requirements may be imposed by the program into which you are seeking admission. Any such requirements become effective when published in the *Bulletin* (see Part 3) or its supplements. Applicants should be aware that certain criminal convictions may result in ineligibility for admission to certain programs of study.

3. Advisory Committee

Each candidate for a Purdue University master's degree is assigned an advisory committee consisting of three members. The chair of your committee is your major professor and is chosen by mutual consent among you, the professor you designate, and the chair of the department offering the program. Your major professor is your principal advisor in designing and conducting your research. Following the selection of your major professor, you and that individual define the related areas from which you will select one additional professor to serve on your advisory committee; other members of the department may also be added. Appointment of your advisory committee is subject to approval by the chair of the department offering the program and the dean of the Graduate School, who may appoint additional members.

This committee will help you prepare your plan of study (described below), furnish academic advising throughout your graduate studies, and where applicable, advise you on the research and writing of your thesis.

Plan of study. Students pursuing a Purdue master's degree should have a preliminary plan of study on file prior to their first registration. Your plan of study identifies a primary area and related area(s) chosen on the basis of your interests and needs, and lists specific courses and all other requirements of the degree you are seeking. The formal plan of study should be approved by your advisory committee and the chair of the department offering the program, and must be submitted to the Graduate School before your final semester of enrollment.

4. Transfer Credits and "Excess" Undergraduate Credit

As determined by the division/department that offers your degree, credits you earned for graduate study at other universities may be applied to a master's degree at IPFW. Only credits associated with graduate courses in which you earned grades of B or better are eligible for consideration. Additional conditions and limitations may be imposed by the IPFW academic unit that offers the degree you seek (see Part 3).

Separate rules regarding the applicability of "excess" undergraduate credits apply to candidates for IU and Purdue degrees.

Indiana University. With the approval of your division/department, you may apply to an Indiana University master's degree excess undergraduate credits you earned at Indiana University during your final undergraduate semester if (1) these credits were not applied to your undergraduate degree, (2) your total course load for that semester did not exceed that ordinarily taken by a full-time graduate student, and (3) the courses were approved for graduate credit.

Purdue University Under conditions established by, and with the approval of, your department, you may apply to a Purdue master's degree up to 12 undergraduate credits you earned at Purdue University or another accredited college or university while you held senior class standing if (1) these credits were not applied to your undergraduate degree, (2) the credits were earned in designated graduate courses, and (3) you earned a grade of B or better in the courses.

5. English Language Proficiency

Preliminary evidence of your ability in the English language is required as part of your admission application (see Part 1).

The following additional English proficiency requirements apply to candidates for Purdue University degrees and most Indiana University degrees:

International non-native speakers of English must achieve a TOEFL score of 550 or higher on the paper-based test or 77 or higher on the Internet-based test, to be considered for admission to a degree program. In addition, applicants who take the TOEFL iBT must achieve the following minimum test scores, in addition to the overall required score: reading, 19; listening, 14; speaking, 18; and writing, 18.

As an alternative to the TOEFL, the graduate schools accept IELTS (Academic Module) scores of 6.5 or higher. (Non-native speakers of English who are U.S. citizens or who hold permanent visas are not required to submit TOEFL/IELTS scores.) The scores must be documented by an official report from Educational Testing Service of IELTS and must be no more than 24 months old at the time the application credentials are reviewed in the Graduate School.

The Graduate School will routinely waive the TOEFL/IELTS for applicants who have received a baccalaureate degree or graduate or professional degree, within the last 24 months, from a school where English is the primary language of instruction and in a country where English is the native language. Official English-speaking countries, in addition to the United States, include: Anguilla, Antigua and Barbuda, Australia, Bahamas, Bahrain, Bangladesh, Barbados, Belize, Bermuda, Botswana, British Virgin Islands, Canada, Cayman Islands, Dominica, Fiji, the Gambia, Ghana, Gibraltar, Grenada, Guam, Guyana, Jamaica, Kenya, Lesotho, Liberia, Malawi, Malta, Montserrat, Namibia, New Zealand, Nigeria, Northern Mariana Island, Pakistan, Papua New Guinea, Philippines, Republic of Ireland, Seychelles, Sierra Leone, Singapore, St. Trinidad and Tobago, Tonga, Turks and Caicos Islands, Uganda, United Kingdom, Zambia, and Zimbabwe.

All students should consult with their academic unit to find out exactly how to establish proficiency in written English.

If your native language is not English, you must demonstrate as early as possible in your studies that you are proficient in written English by satisfying one of the following options:

1. Earn a score of 550 (213 computer-based) on the Test of English as a Foreign Language (TOEFL).
2. Earn a score of 600 or better on the verbal aptitude section of the Graduate Record Examination (GRE) or 36 or better on the verbal portion of the Graduate Management Admissions Test (GMAT).
3. Enroll and earn a satisfactory grade in ENG W130 Principles of Composition (ESL) at IPFW.
4. Earn a score of at least 80 on the Michigan Test of English Language Proficiency and meet other requirements specified by your academic department.
5. Demonstrate that you were exempted from undergraduate composition because you earned both a rank in the top 10 percent of your high school graduating class and an SAT verbal score of 650 or better.

If your native language is English, you must demonstrate acceptable proficiency in written English before you file a plan of study. You may satisfy the proficiency requirement by meeting one of the following options:

1. Demonstrate that you earned no grade below B in graded undergraduate composition courses completed prior to graduate admission. Grades of "Pass" or "Satisfactory" are not counted.
2. Earn a score of 600 or better on the verbal aptitude section of the Graduate Record Examination (GRE) or 36 or better on the verbal portion of the Graduate Management Admissions Test (GMAT).
3. Demonstrate that you were exempted from undergraduate composition because you earned both a rank in the top 10 percent of your high school graduating class and an SAT verbal score of 650 or better.

6. Credit by Examination

Under special circumstances, you may be permitted to establish credit in a specific graduate course by satisfactorily completing a comprehensive examination authorized by the division/department through which the course is offered.

7. Registration, Course Assignment, Enrollment Limits

Registration. Your initial registration for each term must occur according to the timetables for registration established for each semester and published in IPFW's *Schedule of Classes*. In most cases, you will register for classes at your school/division or department office, the registrar's office, or online.

Schedule revisions and late registration. After your initial registration, you may revise your schedule in accordance with the policies listed below. All schedules and deadlines are prorated for courses not meeting for an entire fall or spring semester or summer session. An academic advisor's approval may be required to process a course addition or withdrawal at the registrar's office.

Addition of a course. You may add a course after your initial registration by submitting a completed schedule revision (drop/add) form with appropriate signatures to your division/department, the registrar's office, or online.

Weeks	Restrictions
Through Week 1 of classes	College/school/division policies determine whether an academic advisor's approval is required.
Weeks 2–4	Approval of the instructor is required. College/school/division policies determine whether an academic advisor's approval is required.
Weeks 5–9	Approval of the instructor and your dean/division director is required. College/school/division policies determine whether an academic advisor's approval is required. Approval will normally be given only when extenuating circumstances are involved.
Weeks 10–16	Courses cannot normally be added during this time.

Withdrawal from a course. Subject to the time limits below, and in the absence of any allegation that you are guilty of academic dishonesty in the course, you may officially withdraw from a course by presenting a schedule-revision (drop/add) form to your department, the registrar's office, or online.

Weeks	Restrictions
Through Week 4 of classes	College/school/division policies determine whether an academic advisor's approval is required; the course is not recorded on your record.
Weeks 5–9	College/school/division policies determine whether an academic advisor's approval is required; a grade of W is recorded on your record.
Weeks 10–16	Courses cannot normally be dropped during this period. You may withdraw from a course and receive a grade of W only if you are authorized to do so by an academic advisor and your dean/division director after they have consulted with the instructor. Such drops will not be approved if sought because of your poor performance in the course.

After the end of Week 16, a course may be dropped only by following the change of grade procedure.

Pass/not-pass option. Separate rules apply to candidates for IU and Purdue degrees.

Indiana University. If your GPA is 3.0 or better and you have completed graduate course work sufficient for a master's degree, your advisor may authorize your exercise of this option in courses outside your major and minor areas. Such courses may not be used to fulfill departmental language or research-skills requirements.

Purdue University. You may not take courses under a pass/not-pass option.

Enrollment limits. Separate enrollment limits apply to candidates for IU and Purdue degrees.

Indiana University. Unless you have special permission from your advisor, you may take no more than 16 credits in a semester.

Purdue University. You may not take more than 18 credits in a semester

8. Grades

Basis of grades. Your instructor is responsible for explaining to you, preferably in writing at the beginning of an academic session, the course requirements and grading system to be used. You will be assigned a grade in each course at the close of the session.

You are responsible for the completion of all required work in each course by the time of the last scheduled class meeting or other deadline set by the instructor, unless you have officially withdrawn from the class, or unless you and the instructor have agreed that a grade of Incomplete (I) is warranted. To earn credit in a graduate course, you must receive a C or better. Most programs have additional grade policies.

Semester Grades. The following grades may be assigned:

Grade		Grade Points
A+, A	Highest passing grade.	4.0 x Semester Hours
A-		3.7 x Semester Hours
B+		3.3 x Semester Hours
B	Average passing grade for graduate courses.	3.0 x Semester Hours
B-		2.7 x Semester Hours
C+		2.3 x Semester Hours
C	Lowest passing grade for graduate courses.	2.0 x Semester Hours
C-		1.7 x Semester Hours
D+		1.3 x Semester Hours
D	No credit for graduate courses.	1.0 x Semester Hours
D-		0.7 x Semester Hours

F   Failure, or unauthorized discontinuance of class attendance; no credit.
I   - Incomplete; a temporary record of passing work that (1) was interrupted by circumstances beyond your control or (2) represents satisfact

- in progress in an independent-study or self-paced course.

IF   Unremoved Incomplete, Failing. Recorded for failure to achieve a permanent grade by the deadline stated in these regulations. Indiana U
- students who receive this grade will have a grade of F recorded on official transcripts.

NC - Completion of the course as an auditor; carries no credit.

NP - Not passing grade when enrolled under the P/NP enrollment option. Purdue University students who receive this grade will have a grade
- recorded on official transcripts.

P   Passing grade; under the P/NP option, equivalent to a grade of A, B, or C.

S - Satisfactory, credit; awarded upon satisfactory performance in a course offered only on an S/F basis, or on a departmental/divisional exa
- or another award of special credit, or completion of a 0-credit course. Purdue University students who receive this grade will have a grad
recorded on official transcripts whenever the course involves one or more credits.

Withdrew; a record of the fact that you officially withdrew from (dropped) a course or were administratively withdrawn from a course fo

W   nonpayment of fees after the end of the fourth week.

Incomplete. A grade of I may be granted to students (1) who are unable to complete specific course requirements for clearly unavoidable, nonacademic reasons (such as extended illness or relocation) and (2) whose work has been of passing quality up to that time. A grade of I will not be considered as an alternative to an anticipated low grade in a course. Certain IPFW colleges/schools/divisions or departments impose additional limitations on the use of I grades.

An instructor who reports a grade of I must provide the registrar's office with a form specifying (1) the reason for the incomplete, (2) the requirements for completing the course, (3) the grade earned for the course to date, and (4) the specific time limit, not to exceed one calendar year, allowed for completing the course.

An instructor may change the incomplete to a regular letter grade if requirements for completion of the course are not met within the time specified. Given extenuating circumstances, the initial time limit may be extended for a period not to exceed one additional calendar year if approved by the instructor and the instructor's dean/division director, and if the registrar's office is notified before the expiration of the original time limit.

The registrar's office changes the I to a grade of IF unless you graduate or remove the incomplete within the time allowed. If you are enrolled at IPFW as an Indiana University student and receive an IF grade, a grade of F is recorded on your official transcript. If you re-enroll in the same course while the I is still on your record, and the course is not repeatable for credit, the original grade of I remains on your official transcript.

If you transfer resident credit for a course in which you received an incomplete, you will have the grade of I recorded on your academic record for up to one calendar year from the date of admission to IPFW. At the end of this period, if you have not graduated or provided evidence that the incomplete has been replaced with a permanent grade, the registrar's office will change the incomplete to IF.

Final grade report. Your complete record for the session and your cumulative GPA are reported to you, your major department, and your college/school/division.

Changes of grade. An instructor who discovers within 30 days of the grade-processing deadline that a grade reported for you was in error, he or she must promptly submit to the registrar a statement, countersigned by the instructor's department chair or division director, of the circumstances of the error and of the change to be incorporated in future GPAs. Correction of errors after this time requires the additional approval of the instructor's dean/director.

The registrar will inform you, the department chair/division director, and the dean of the change of grade.

9. Grade-Point Average

A grade-point average (GPA) is a weighted average of all credits for which a GPA-related grade (A, B, C, D, F, IF) has been assigned. The three GPAs used at IPFW are defined and computed (and rounded to two decimal places) as follows: Semester GPA is computed using only those credits for which you are assigned a GPA-related grade for the specified semester.

Cumulative GPA is computed using all credits for which you are assigned a GPA-related grade, with the exception of credits earned in those courses that have been repeated and are not repeatable for credit. All credits earned at IPFW or at another campus of IU or Purdue for which a grade of A, B, C, D, F, or IF was assigned are applicable.

Graduation GPA is computed using credits for which you are assigned a GPA-related grade in only those courses that fulfill a graduation requirement, with the exception of credits earned in those courses that have been repeated and are not repeatable for credit. If you are pursuing more than one degree program, your graduation GPA will be determined by the academic unit through which you register.

All applicable credits earned at IPFW or at another campus of IU or Purdue for which a GPA-related grade was assigned are included if they were received for courses that fulfill a graduation requirement.

Note: Prior to June 1993, Purdue University transcripts and related Purdue records were computed on a six-point scale, (A = 6.00) rather than the four-point scale (A = 4.00) used by IU and IPFW. Since June 1993, all IU, Purdue, and IPFW GPAs are computed using the same scale (A = 4.00).

10. Academic Standing

Only grades of A, B, or C are acceptable in fulfilling requirements. All grades, however, are used in the calculation of your GPA, and students are expected to maintain a graduation index representing a B average or better. Some programs impose more stringent grade and GPA requirements.

Indiana University. You are placed on probation and are so notified by the registrar whenever your cumulative GPA is less than 3.0. Unless you bring your GPA up to 3.0 during your next semester of enrollment, you will not ordinarily be allowed to continue as an IU degree candidate.

Purdue University. You are considered to be underperforming whenever your cumulative GPA is less than 3.0, and indices below this level are marked "low" on the grade reports. Should you fail to perform on a level satisfactory to your advisory committee or your department, you may be asked to discontinue study in a Purdue graduate program.

11. Grade Appeals

The grade appeals policy applies to all students enrolled at IPFW. It can be used by any student who has evidence or believes that evidence exists to show that a course grade was assigned or a similar evaluation was made as a result of prejudice, caprice, or other improper condition such as mechanical error.

In appealing, the student must support in writing the allegation that an improper decision has been made and must specify the remedy sought. The student should seek the assistance of the dean of students in pursuing the appeal. During an appeal, the burden of proof is on the student, except in the case of alleged academic dishonesty, where the instructor must support the allegation. The student may have an advisor or friend present during all meetings with faculty members, administrators, and/or committees; he or she may advise the student but may not speak for the student during the meetings.

Grades may be changed only by a university authority upon the decision of the grade appeals subcommittee or by the instructor any time prior to the decision of the grade appeals subcommittee.

Appeal deadlines. An appeal must be initiated no later than the fourth week of the fall or spring semester immediately following the session in which the grade was assigned. A final decision at each step must be reported within 30 calendar days of the filing of an appeal at that step, provided that this deadline falls within the regular academic year (fall or spring semester). If the deadline falls during the summer, the decision must be reported within 30 calendar days of the start of the fall semester. Each successive step in the appeals procedure must be initiated within three calendar weeks of the completion of the prior step.

Steps in the Process of a Grade Appeal

Step 1. *Course instructor*: The student makes an appointment with his or her instructor to discuss the matter. If the instructor is unavailable, the department or program chair shall authorize an extension of time or allow the student to proceed to Step 2. If the chair is unavailable, the dean of the college or school shall authorize the extension.

Step 2. *College/school/department/program*: If the matter has not been resolved at Step 1, the student makes an appointment with the chair of the department or program offering the course, who may make an informal attempt to resolve the appeal. If the appeal is not resolved informally, the chair will direct the student procedurally in making an appeal to the college, school, department, or program committee. Only one committee shall hear the appeal in Step 2. The student filing an appeal shall have the opportunity to be heard in person by the committee.

Step 3. *Grade appeals subcommittee*: If the matter has not been resolved at Step 2, the student makes an appointment with the dean of students, who will direct the student procedurally in submitting the case to the grade appeals subcommittee.

College/school/department/program appeals procedure. Each college, school, department or program will establish appeals procedures that provide for a committee of three or more faculty members responsible for hearing grade appeals related to courses listed or administered by that college/school/department/program if those appeals have not been satisfactorily resolved between the student and the instructor or informally by the department chair. The procedures established by each college, school, department or program shall provide for each case to be heard by only one such committee. The procedure shall provide the opportunity for the student to be heard in person and for the decision to be reported in writing to the student and the instructor. A copy of each unit's procedures will be given to the vice chancellor for academic affairs, to the dean of students, and to students, upon request.

Grade appeals subcommittee. This subcommittee shall consist of nine members elected from among the Voting Faculty according to procedures specified in the Bylaws of the Senate.

Before hearing the details of a case, the subcommittee will decide by majority vote whether to consider the appeal and will report its decision in writing within 30 calendar days. The bases for a decision to consider an appeal may include (but not be limited to) a finding that (1) improper procedures have been followed by university employees at earlier steps of the appeal; (2) new information is present; or (3) the instructor has declined to accept the college, school, department, or program committee's recommendation.

No member of the subcommittee may take part in an appeal involving a course or instructor from the member's department or program. Members should also recuse themselves from cases in which they have potential conflicts of interest, personal involvement, schedules that will interfere with hearing the appeal in a timely manner, or other disqualifying causes. From those members remaining, the chair will elect the five-person hearing panel. The panel members will elect a chair who will be responsible for making arrangements related to the case.

If the case is to be heard, the hearing will take place within 30 days of the decision to hear the appeal, or within 30 days of the start of the fall semester, whichever is applicable. Each member of the panel will vote on whether the appeal is valid, and if so, on what remedy should be provided. If the panel, by majority vote, finds in favor of changing a grade, the chair shall report this finding to the registrar and to the parties listed below. The decision of the panel is binding on all parties and may not be appealed.

Reporting of subcommittee and panel decisions. The subcommittee and each panel shall report its finding and actions to the student; the college, school, department, or program from which the appeal came; the instructor; the chair of the student's department; the dean or director of the student's school or division; the dean of students; and (in the case of a panel decision) the chair of the grade appeals subcommittee.

12. Learning Assessment

IPFW is committed to providing quality education for its students. We use a variety of learning assessment and evaluation processes to determine the effectiveness of our academic programs and service units as a whole. These processes are also important to you because they provide an opportunity for you to tell us how well we are meeting your needs. Learning is assessed by measuring your satisfaction with IPFW and by reviewing products of your work that demonstrate what you know and can do as a consequence of your graduate education. For example, you may be

asked periodically to give us feedback about the quality of academic services via a questionnaire. You may also be asked to submit anonymous samples of your course work and to participate in focus groups. We use the information collected to refine the curriculum, ensuring that your learning objectives, and those of the academic units, are met.

If you have questions about learning assessment, please contact your department.

13. Encumbrances

If you are in arrears to IPFW, you are not eligible to receive transcripts or diplomas. The clearance of all financial obligations by the Friday before Commencement will be essential for graduation. If you clear the obligation later, the diploma will be released.

14. Resident Study Requirement

Separate rules apply to candidates for IU and Purdue degrees.

Indiana University. With exception for allowable transfer credits, all candidates for IU master's degrees at IPFW must complete at least 30 credits of graduate work while enrolled at IPFW or another IU campus.

Purdue University. All candidates for Purdue University master's degrees at IPFW must complete at least one-half of the total credits used to satisfy degree requirements while enrolled at IPFW.

15. Academic Honesty

You are expected to adhere to the highest ethical standards in all course work and research. If you violate that code of conduct, you are subject to disciplinary action, including expulsion and recision of a degree already granted. See the IPFW *Code of Student Rights, Responsibilities, and Conduct* later in this section.

16. Thesis and Non-Thesis Options

If you are enrolled in a program that requires a thesis, your advisor will provide information about research, formatting, and related requirements. Typically, the master's thesis is the equivalent to no less than 3 or more than 9 hours of graduate credit. After the research has been completed and the thesis written, your examining committee comprised of no fewer than three faculty members will be appointed. The committee will conduct a final examination in which you will be asked to defend your thesis and otherwise demonstrate to the committee that you have attained all of the capabilities for which the master's degree is awarded. Additional information may be found in the Indiana University or Purdue University Graduate School bulletins and from your division/department.

IPFW policy stipulates that the results obtained and the thesis prepared for an advanced degree are the property of Purdue University. The rights owned by the university include all economic and property rights, as well as the right to patent inventions and to copyright materials. Net proceeds normally will be shared with the inventor. Patents, inventions, and copyrights are supervised by the Purdue Research Foundation's Division of Research and Scholarly Activities in accordance with "Executive Memorandum No. B-10," statement of University Policy, Principles, and Administrative Procedures Relating to the Ownership of Patents, Copyrights, and Other Rights in Inventions and in Written and Recorded Materials. This policy includes procedures for you to gain ownership of patents and copyrights.

If you are enrolled in a program that does not require a thesis, and depending on the academic regulations of the academic unit that offers the degree you seek, an examination committee comprised of no fewer than three faculty members may be appointed to participate in certifying that you have fulfilled the requirements for a master's degree. The committee's participation may take any of several forms, such as the administration of a final comprehensive examination; evaluation of a creative, exploratory, or experimental project; or review of your academic record.

17. Time Limits

Candidates for Indiana University master's degrees must complete all requirements within five consecutive years. You may normally count toward a master's degree only those courses (including transfer courses) and other requirements

fulfilled within five years prior to the awarding of the degree. At the recommendation of your department and approval of the Graduate School, this requirement may be waived if it is clearly demonstrated that the knowledge contained in courses taken earlier is current.

18. Degrees

Application and registration for degree. Separate policies apply to candidates for IU and Purdue degrees.

Indiana University. Your application for a degree must be filed with your division/department at least 60 days before degree conferral, and all degree requirements (including thesis submission, where applicable) must be fulfilled at least 30 days prior to degree conferral. You must also be registered for courses or "for degree only" during the session in which you expect to receive the degree.

Purdue University. You must be registered in courses or "for degree only" during the session in which you expect to receive the degree. If you are completing a thesis-option master's program, you must be registered for at least 3 credits of research unless you have been specifically permitted by your department to register "for degree only."

Study toward the Ph.D. Qualified students in Indiana University or Purdue University master's degree programs may be authorized by their respective university to pursue initial work toward a Ph.D. at IPFW in areas where programs equivalent to those at Bloomington or West Lafayette can be arranged.

19. Parking and Traffic Regulations

Parking. You are charged a parking fee based on the number of credits you take. This entitles you to park in open parking spaces (not in spaces designated as "A" parking) in lots or garages. Parking permits for students with disabilities are available from University Police (Support Services 105). Validation from a physician or the Office of Services for Students with Disabilities (Walb 113, 260-481-6657) is required.

Traffic regulations. The operation of motor vehicles on the IPFW campus is governed by applicable state, local, and campus regulations. University police officers are empowered to enforce these statutes. Additional information is published in the *Student Handbook and Planner*, with complete information about IPFW parking and traffic regulations appearing in the Vehicle Regulations and Emergency Information brochure, which is available from University Police and other campus locations.

20. Residency Classification

Resident student status for fee purposes. When you are admitted to IPFW, you are classified by Admissions as a resident or nonresident of Indiana. This classification is determined by rules established for all IPFW students by the trustees of Purdue University. If you are classified as a nonresident student, you must pay nonresident fees as shown in the schedule of fees.

Among other criteria, resident student status for fee purposes requires all independent students who enter or re-enter Indiana to be domiciled in the state for 12 consecutive months before the first day of classes of the semester or summer session for which reclassification may be sought. If you think you are classified incorrectly, you may apply for resident student status. To appeal your residency classification, go to the following Web site and print off the application and instructions:

www.ipfw.edu/registrar/policies/residency.shtml

When complete, return the form to IPFW Registrar, 2101 E. Coliseum Blvd., Fort Wayne, IN 46805-1499.

21. Senior Citizen Fee Remission

A waiver equal to one-half the resident credit-hour fees (to a maximum of 9 credits per semester) is available to residents of Indiana who are (a) age 60 or older, (b) retired and not full-time employees, and (c) high school graduates or GED recipients. **This program is available only during the week prior to the start of classes and also during**

late registration. Additional information and applications are available at the financial aid office (Kettler 103, 260-481-6820 or 800-324-IPFW).

22. Smoking

Smoking is prohibited in any university facility and on any university grounds except in parking lots and designated smoking areas.

The purpose of this policy is to provide a healthy, comfortable, and productive environment for the campus community. Accordingly, all employees, students, and visitors are expected to comply.

23. Drug and Alcohol Abuse Prevention

Guidelines for the prevention of alcohol and substance abuse are included in the *Student Handbook and Planner*. Copies of the handbook are available at various campus locations.

24. Student Identification Number (SIDN)

You will be assigned a nine-digit number typically beginning with either 900 or 999 as your student identification number. It is used to identify records within IPFW and has no significance outside IPFW. It will not be provided to external agencies or individuals except in accordance with university policy on release of student information.

You are, however, required to provide IPFW with your social security number so that IPFW can issue certain informational returns to the Internal Revenue Service and to you. You are also required to provide your SSN on the Free Application for Federal Student Aid if you desire to apply for federal or state financial aid. IPFW does not use your SSN as your student identification number, but only for those purposes required by law or governmental agencies.

25. Transcripts

If your record is not encumbered for any reasons described herein, you will (upon application to the registrar and payment of any prescribed fee) be entitled to receive an official transcript of your complete record, including any major(s) and minor(s).

Note: The registrar's office is the only university office authorized to issue official transcripts. All requests for these documents must be directed to that office.

26. Release of Student Information

The IPFW policy governing access to student records, which complies with the *Family Educational Rights and Privacy Act of 1974*, is described below:

Definitions:

A *record* includes any data or information about you and related individuals, regardless of the media used to create or maintain the record.

Educational records include records maintained by the institution but exclude records maintained by individuals and available only to those individuals or designated substitutes (that is, "personal files"). Your educational records are located and maintained by administrators in one or more of the following offices: Academic Counseling and Career Services; Admissions; Alumni Relations; Athletics, Recreation, and Intramural Sports; Bursar; Center for Academic Support and Advancement; Continuing Studies; Financial Aid; Honors Program; Registrar; and University Police, as well as the student affairs administration and academic units.

Note: The registrar's office is the *only* university office authorized to issue official transcripts and certify students' enrollment status. All requests for such documentation must be directed to that office.

Public information consists of your name, class standing, college/school/division, major field of study, dates of attendance, degrees and awards, recognized student activities, sports, athletics information, and current enrollment status; your address and telephone number are also public information unless you have filed a registrar's form to keep these private. Records of arrests and/or convictions are public records and thus not subject to university policy.

Note: If you wish to restrict the release of your address and telephone number, you must do so by the end of the first week of classes for a session in order to exclude this information from any student directory that may be published.

Release in emergencies. The confidentiality of all records may be broken in an emergency if deemed necessary by the severity of the emergency, the usefulness of the records, and the extent to which time is critical.

Release to you. Your records are available to you with the following exceptions: confidential letters of recommendation submitted prior to 1975; records of your parents' financial status; records related to your student employment that are subject to other laws and are administered by Human Resources; medical and psychological records, which will be released only to a healthcare professional designated by you; and, if you signed a voluntary waiver of access, letters of recommendation related to admission, candidacy for awards, and candidacy for employment—these records may be used only for the purpose originally intended.

You may see any of your available records within 30 days after submitting a written request, either in person or by mail, and may copy any of these records, subject only to payment of any applicable copying charges. You will receive an interpretation of the record upon request, at or after the time that access is granted.

If you object to any part of your record and the responsible office will not revise the record as requested, you may request a formal hearing concerning the objection. Policies and procedures governing the hearing process will be specified by the vice chancellor for academic affairs.

Release to IPFW faculty and staff. Your records are available to members of the faculty and staff who have a legitimate need for them, as determined by the administrator of the office responsible for maintenance of the record.

Release to others. Except as specified below, your records will be released only upon completion of a consent form or letter you have signed. Any such release will include a notice that further release by the recipient is prohibited by law. A record of the release will be maintained.

Records about you will be released without your consent to your parents if you are a dependent as defined by the Internal Revenue Service; to federal officers as prescribed by law; as required by state law; to agencies or individuals conducting educational research, provided that the administrator of the records is satisfied concerning the legitimacy of the research effort and the confidentiality to be maintained by the researcher; to agencies responsible for accreditation of the institution or its programs; in response to a lawful subpoena, after making reasonable attempts to provide prior notification and opportunity for objection by you; and to institutional security officers when necessary for a criminal investigation.

Retention of records. IPFW reserves the right to maintain only those records it considers useful and to set retention schedules for various categories of those records. However, the administrator responsible for each category of records will ensure that a record being challenged is not destroyed prior to resolution of the dispute.

27. IPFW Code of Student Rights, Responsibilities, and Conduct

Part I: Student Rights and Responsibilities

Preamble

IPFW regulations governing the actions of students are intended to enhance the values that must be maintained in the pursuit of IPFW's mission and goals. These values include freedom of inquiry, intellectual honesty, freedom for the open expression of ideas and opinions within limits that protect the rights of others, and respect for the views and the dignity of other persons.

In exercising their rights, students must bear responsibility to act in accordance with local, state, and national laws, and IPFW rules. No right should be construed as enabling students to infringe upon the individual rights of another member of the academic community.

A. Individual Rights and Responsibilities as Citizens

1. Students retain all of their citizenship rights when enrolled at IPFW.

2. Students who violate civil law may incur penalties prescribed by civil authorities. Only where IPFW's interests as an academic community are distinct from those of the general community should the special authority of IPFW be asserted.

3. Nondiscrimination. IPFW is committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her own potential. In pursuit of its goal of academic excellence, the university seeks to develop and nurture diversity. The university believes that diversity among its many members strengthens the institution, stimulates creativity, promotes the exchanges of ideas, and enriches campus life.

IPFW views, evaluates, and treats all persons in any university-related activity or circumstance in which they may be involved, solely as individuals on the basis of their own personal abilities, qualifications, and other relevant characteristics.

IPFW prohibits discrimination against any member of the university community on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability, or status as a veteran. The university will conduct its programs, services, and activities consistent with applicable federal, state, and local laws, regulations and orders and in conformance with the procedures and limitations as set forth in Purdue University's Executive Memorandum No. D-1, which provides specific contractual rights and remedies.Additionally, IPFW is an equal access, equal opportunity, affirmative action university.

4. It is the policy of IPFW to maintain the campus as a place of work and study for faculty, staff, and students free from all forms of harassment. In providing an educational and work climate that is positive and harassment-free, faculty, staff, and students should be aware that harassment in the workplace or the educational environment is unacceptable conduct and will not be tolerated. [See Anti-harassment Policy as stated in Executive Memo C-33] This policy addresses harassment in all forms, covering those with legally protected status for reasons of race, gender, religion, color, age, national origin or ancestry, or disability, as well as those who are harassed for other reasons such as sexual orientation.

B. Individual Rights and Responsibilities as Students

1. Degree-seeking students have the responsibility for selecting a major field of study, choosing an appropriate degree program within the discipline, planning class schedules, and meeting the requirements for degrees. IPFW will provide advisors to assist students in academic planning, but students are responsible for being knowledgeable about all academic requirements that must be met before a degree is granted.

2. Students have the right to receive in writing (the terms "in writing" or "written" here and throughout this Code include both printed and electronic communication) accurately and plainly stated information that enables them to understand clearly:

a. the general qualifications for establishing and maintaining acceptable academic standing within a particular major and at all other levels within IPFW,

b. the graduation requirements for specific curricula and majors, and

c. at a minimum, the course objectives, requirements, and grading policies set by individual faculty members for their courses by means of a course syllabus.

3. In the classroom, students have the freedom to raise relevant issues pertaining to classroom discussion, to offer reasonable doubts about data presented, and to express alternative opinions to those being discussed. However, in exercising this freedom, students shall not interfere with the academic process of the class. Students who interfere with the academic process of a class may be directed to

leave class for the remainder of the class period. Longer suspensions from a class must be preceded by the disciplinary procedures set forth in Part III.B of this Code.

4. Students' course grades shall be based upon academic performance, and not upon opinions or conduct in matters unrelated to academic standards. Students have the right to discuss and review their academic performance with their faculty members. Students who feel that any course grade has been based upon criteria other than academic performance have the right to appeal through the IPFW grade appeals system. [See IPFW Academic Regulations—Grade Appeals.]

5. Students have the right to obtain a clear statement of basic rights, obligations, and responsibilities concerning both academic and personal conduct.

6. Students have the responsibility to become familiar with, uphold, and follow all codes of conduct, including this Code, relevant codes of colleges/schools and departments, professional programs, and all rules applicable to conduct in class environments or university-sponsored activities, including off-campus clinical, field, internship, or in-service experiences.

7. Students have the right to participate in the formulation of IPFW policies that directly affect them. In exercising this right, students have the right of access to appropriate information, to express their views, and to have their views considered.

8. Students have the privacy rights specified in the IPFW policy on the release of student information.[See IPFW Academic Regulations—Release of Student Information.]

C. Rights and Responsibilities as Participants in Student Groups, Student Organizations, and Campus Activities

1. Students have the right to form, join, and participate in groups or organizations that promote the common interests of students, including but not limited to groups or organizations that are organized for academic, professional, religious, social, economic, political, recreational, or cultural purposes.

2. Any group of students may petition to become a recognized IPFW student organization in accordance with the established guidelines. Any appeal of a campus decision to discontinue or refuse recognition of a student group shall be made through the Campus Appeals Board.

3. Any student group recognized as an IPFW student organization shall be entitled to the use of available campus facilities in conformity with regulations. [See IPFW Regulations Governing the Use and Assignments of University Facilities at the Fort Wayne Campus.] Recognition shall not imply IPFW endorsement of group goals and activities.

4. Any recognized IPFW student organization or any group of students able to secure sponsorship by a recognized student organization and to demonstrate financial responsibility has the right to present speakers of its choice to address members of the IPFW community using appropriate campus facilities. These assemblies shall be subject to regulations necessary to prevent space and time conflicts and to protect the operations of the campus and the safety of persons or property.

5. Freedom of assembly shall be guaranteed to all members of the IPFW community. Such assemblies shall be consistent with IPFW regulations regarding the time, place, and manner of such assemblies.

6. A student, student group, or student organization has the right to distribute written material on campus without prior approval providing such distribution is consistent with appropriate regulations concerning the time, place, and manner of distribution and does not interfere with IPFW activities.

7. Students who publish student publications under IPFW auspices have the right to be free of unlawful censorship. At the same time, students who publish such publications must observe the recognized canons of responsible journalism such as the Sigma Delta Chi Code of Ethics and avoid libel, obscenity, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo. Editors and managers of The Communicator may not be arbitrarily suspended or removed from their positions because of student, faculty, administrative, or public disapproval of their editorial policies or publications. Student editors and managers may be suspended or removed from their positions only for proper cause and by appropriate proceedings conducted by the Board of Directors. All student publications shall explicitly state on the editorial page that the opinions expressed are not necessarily those of IPFW or of the student body.

D. Summary of Rights and Responsibilities

1. This statement of Student Rights and Responsibilities is a reaffirmation by the entire IPFW community that the constitutional guarantees and the basic principles of fair treatment and respect for the integrity, judgment, and contribution of the individual student,

coinciding with each student's freedom to learn set forth in the foregoing articles, are essential to the proper operation of an institution of higher learning. Accordingly, in the interpretation and enforcement of the policies, rules, and regulations of IPFW, these student rights shall be preserved and given effect, but they shall not be construed or applied so as to limit the rights guaranteed students under the Constitution of the United States or the Constitution of the State of Indiana.

Whenever a student or a group of students claims that these rights have been violated and that the student or group of students has been or will be adversely affected thereby, and such complaint is not resolved informally by the interested parties, it may be presented to one (and only one) appropriate body of the campus appeals system. In case of grade appeals, the individuals and committees designated in the IPFW grade appeals system shall have final authority. In the case of Student Housing decisions, the individuals and committees designated in the Housing Agreement shall have final authority. In the case of complaints of discrimination and harassment, the individuals and committees named in the Purdue University Procedures for Resolving Complaints of Discrimination and Harassment shall have the authority designated. In all other cases, the Campus Appeals Board shall submit recommendations to the chancellor of IPFW. If necessary, the chancellor of IPFW may present such recommendations to the university president and Board of Trustees for their consideration. If the student has a question as to whether grade appeals procedures, Student Housing procedures, or student complaint procedures (Part IV) shall be used to resolve a complaint, the dean of students shall decide which one set of procedures shall be used after consulting with the unit head of the faculty or staff member with whom the student or group of students has the complaint. Once the appropriate process is identified, the dean of students will explain the timelines associated with the process.

2. The enumeration of these rights and responsibilities shall not be construed to deny or disparage others retained by the student. Nothing contained in the Code of Student Rights, Responsibilities, and Conduct shall be construed as any denial or limitation upon the legal authority or responsibility of the Board of Trustees to establish policies and to make rules and regulations governing the operation of IPFW.

E. Amendment of Rights and Responsibilities

Proposed amendments of these rights and responsibilities may be initiated by the Indiana-Purdue Student Government Association, IPFW Senate, administrative officials, or the Board of Trustees and shall be submitted to the Indiana-Purdue Student Government Association and IPFW Senate, for consideration and recommendation before adoption by the Community Advisory Council and approval by the President of Purdue University. In the event the Community Advisory Council adopts an amendment not approved by the Indiana-Purdue Student Government Association and IPFW Senate, either the Indiana-Purdue Student Government Association or IPFW Senate may withdraw its endorsement of the rights and responsibilities in whole or in part.

F. Definitions

1. An IPFW activity is any teaching, research, service, administrative, or other function, proceeding, ceremony, program, or activity conducted by or under the authority of IPFW or with which IPFW has any official connection, whether taking place on or off campus. Included within this definition without limitation are IPFW cooperative education programs, internships, practicums, field experiences, and athletic or other intercollegiate activities.

2. IPFW property means property owned, controlled, used, or occupied by IPFW.

Part II: Student Conduct Subject to Disciplinary Action

Preamble

Students are expected and required to abide by the laws of the United States, the State of Indiana, and the rules and regulations of IPFW. Students are expected to exercise their freedom to learn with responsibility and to respect the general conditions that maintain such freedom. IPFW has developed the following general regulations concerning student conduct which safeguard the right of every individual student to exercise fully the freedom to learn without interference. IPFW may discipline a student for committing acts of academic or personal misconduct.

A. **Academic Misconduct**

This type of misconduct is generally defined as any act that tends to compromise the academic integrity of the University or subvert the educational process. At IPFW, specific forms of academic misconduct are defined as follows:

1. Using or attempting to use unauthorized materials, information, or study aids in any academic exercise. The term "academic exercise" includes all forms of work submitted for credit or hours.

2. Falsifying or fabricating any information or citation in an academic exercise.

3. Helping or attempting to help another in committing acts of academic dishonesty.

4. Adopting or reproducing ideas or statements of another person as one's own without acknowledgment (plagiarism).

5. Submitting work from one course to satisfy the requirements of another course unless submission of such work is permitted by the faculty member.

6. Serving as or permitting another student to serve as a substitute (or 'ringer') in taking an exam.

7. Altering of answers or grades on a graded assignment without authorization of the faculty member.

8. Engaging in activities that unfairly place other students at a disadvantage, such as taking, hiding, or altering resource material.

9. Violating professional or ethical standards of the profession or discipline for which a student is preparing (declared major and/or minor) as adopted by the relevant academic program.

 a. In order to ensure that the highest standards of professional and ethical conduct are promoted and supported at IPFW, academic departments should establish a written policy/statement, addressing the professional or ethical standards for their discipline, which is distributed to all students who are preparing in the discipline. Students have the responsibility to familiarize themselves with the academic department's policy/statement.

B. **Personal Misconduct**

 IPFW may discipline a student for the following acts of personal misconduct that occur on campus property or in connection with an IPFW activity:

1. Dishonest conduct, including but not limited to false accusation of misconduct; forgery, alteration, or misuse of any IPFW document, record or identification; and giving to an IPFW official information known to be false.

2. Release of access codes for IPFW computer systems to unauthorized persons; use of an access code for a purpose other than that stated on the request for service.

3. Lewd or indecent conduct, or obscene conduct, or obscene expression as defined by law.

4. Disorderly or disruptive conduct that interferes with teaching, research, administration, or other IPFW or IPFW-authorized activity.

5. Failure to comply with the directions of authorized IPFW officials in the performance of their duties, including failure to identify oneself when requested to do so, and violation of the terms of a disciplinary action.

6. Unauthorized entry, use, or occupancy of campus facilities; refusal to vacate a campus facility when directed to do so by an authorized official of IPFW.

7. Unauthorized taking or possession of IPFW property or services; unauthorized taking or possession of the property or services of others.

8. Intentional action or reckless disregard that results in damage to or destruction of IPFW property or of property belonging to others.

9. Possession of firearms or other weapons; possession or display of any firearm except as authorized by the IPFW police; and intentional possession of a dangerous article or substance as a potential weapon, or

of any article or explosive calculated to injure or discomfort any person. Public law enforcement officials who are required by their departments to carry their firearms at all times must register with the IPFW police.

10. Acting with violence; and aiding, encouraging, or participating in a riot.

11. Harassment, as defined by the IPFW Anti-harassment Policy.

12. Hazing, defined as any conduct that subjects another person, whether physically, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

13. Physical abuse of any person or conduct that threatens or endangers the health or safety of another person.

14. Any form of communication that involves an expressed or implied threat to interfere unlawfully with an individual's personal safety, or personally abusive language ("fighting words") inherently likely to provoke a violent reaction in a face-to-face situation.

15. Possession, consumption, distribution, or sale of alcoholic beverages as defined by state law, on campus except as expressly permitted by the Internal Operating Procedures for the Possession, Consumption,   Distribution, and Sale of Alcoholic Beverages on the Fort Wayne campus.

16. Use, possession, manufacture, processing, distribution, or sale of any drug or controlled substance except as expressly permitted by law. The term "controlled substance" is defined in Indiana statutes, and includes, but is not limited to, substances such as marijuana, cocaine, narcotics, certain stimulants and depressants, hallucinogens, and unauthorized use of prescription drugs.

17. Violations of other published IPFW regulations, policies, or rules.

18. Violation of any IPFW rule governing student organizations, or the use of IPFW property (including the time, place, and manner of meetings or demonstrations on IPFW property), or of any other IPFW rule that is reasonably related to the orderly operation of IPFW.

19. Obstruction or disruption of any IPFW activity or inciting, aiding, or encouraging other persons to engage in such conduct. Obstruction or disruption means any unlawful or objectionable acts or conduct: (1) that seriously threaten the ability of IPFW to maintain its facilities available for performance of its educational activities, or (2) that are in violation of the reasonable rules and standards of IPFW designed to protect the academic community from unlawful conduct, or (3) that present a serious threat to person or property of the academic community. Such phrases shall include, without limitation of the foregoing general definition, the unlawful use of force or violence on or within any buildings or grounds owned, used, occupied, or controlled by IPFW; using or occupying any such buildings or grounds in violation of lawful rules or regulations of IPFW, or for the purpose or with the effect of denying or interfering with the lawful use thereof by others; and injuring or harming any person or damaging or destroying the property of IPFW or the property of others, within such buildings and grounds.

C. **Other Student Conduct Issues**

1. *Demonstrations*. Any individual or group activity or conduct, apparently intended to call attention to the participants' point of view on some issues, is not of itself misconduct. Demonstrations that do not involve conduct beyond the scope of constitutionally protected rights of free speech and assembly are, of course, permissible. However, conduct that is otherwise improper cannot be justified merely because it occurs in the context of a demonstration. Demonstrations that involve violations of any subsection of Part II-A or B will not be permitted. A student will be charged with misconduct for any individual misconduct committed by the student in the course of a demonstration.

 2. *Misconduct Subject to Other Penalties*. As provided by Indiana statute, misconduct that constitutes a violation of these rules and regulations may be punished after determination of guilt by the procedures herein provided without regard to whether such misconduct also constitutes an offense under the criminal laws of any state or of the United States or whether such conduct might result in civil liability of the violator to other persons.

3. *Personal Conduct Not on IPFW Property*. IPFW may discipline a student for acts of personal misconduct that are not committed on campus property or in connection with an IPFW activity if the acts distinctly and adversely affect the security of the campus community, the safety of others, or the integrity of the educational process.

4. *Status During Disciplinary Proceedings*. Except where summary action is taken as provided inPart III-C, the status of a student charged with misconduct shall not be affected, pending the final disposition of charges. The effective date of any disciplinary penalty shall be a date established by the final adjudicating body (dean of students or the Campus Appeals Board). In case of suspension or expulsion, the student shall not be withdrawn any earlier than the date the notice of charges originated or later than the effective date established by the final adjudicating body.

Part III: Student Disciplinary Procedures

Preamble
IPFW procedures for imposing academic and disciplinary sanctions are designed to provide students with the guarantees of due process and procedural fairness. Except as provided in Part IV, the procedures hereby established shall be followed in all cases in which IPFW institutes disciplinary proceedings against students for violations of rules of student conduct set forth in Part II.

A. Disciplinary Procedures for Academic Misconduct

The process for investigating disciplinary complaints of academic misconduct may vary depending upon the situation. An essential component of any disciplinary process should incorporate the ideals of due process. As such, a student whose conduct is being reviewed should know the nature of the information presented against them and be able to have a meaningful opportunity to be heard. Therefore, throughout Part III, Section A, of the herein Code, whenever there is a requirement for the student to have an "opportunity to be heard," the minimum standard for that meaningful opportunity will include all of the following:

- notice of the nature of the alleged misconduct
- notice of the date, time, location, and general procedure of the review of the allegation
- notice of the potential outcomes of the review
- opportunity to address the information supporting the allegation

1. When a student in a course commits an act of academic misconduct related to that particular course, the faculty member teaching the course has the authority to initiate academic misconduct proceedings against the student in accordance with these procedures.

a. A faculty member who has information that a student enrolled in a course being conducted by the faculty member has committed an act of academic misconduct related to that course is required to hold a conference with the student concerning the matter within seven calendar days of discovering the alleged misconduct. The faculty member must advise the student of the alleged act of misconduct and afford the student the opportunity to address the information supporting the allegation.

b. If the faculty member finds that the student did commit the act of misconduct as alleged, the faculty member is authorized to impose an appropriate academic sanction related to the particular course involved. An appropriate academic sanction for such misconduct may include,and is limited to, one or more of the following:

(1) The student may be given a lower grade than the student would otherwise have received or a failing grade for any assignment, course work, examination, or paper involved in the act of misconduct.

(2) The student may be required to repeat the assignment, complete some additional assignment, or resubmit any assignment, course work, examination, or paper involved in the act of misconduct.

(3) The student may be given a lower grade than the student would otherwise have received or a failing grade for the course.

c. After imposing an academic sanction, the faculty member is required to report the matter and action taken within seven calendar days in writing to the student, the chair of the department in which the course is offered, the dean/director of the college/school/division in which the course is offered, the chair of the student's department, the dean/director of the student's college/school/division, and the dean of students.

d. The student has the right to appeal the faculty member's findings and/or sanction through the procedures specified in Part IV of this Code.

e. The chair of the student's department has the authority to initiate additional academic sanctions against the student if the chair concludes, in consultation with the dean of students, that additional sanctions may be warranted by the nature of the act or because the student has committed previous acts of academic misconduct. The chair must notify the student in writing within seven calendar days of the date of the faculty member's report if additional sanctions are contemplated at the department level. If additional sanctions are contemplated the student shall be provided an opportunity to be heard in accordance with the standards articulated in the opening paragraph of Part III, Section A. The chair must report the decision, including any sanctions imposed, in writing to the student, the college/school/division dean/director, and the dean of students within 10 calendar days of the student's opportunity to be heard. Sanctions imposed at the department level may include academic probation, denial of future admission, or dismissal from the department. The student may appeal the chair's decision (including sanctions) through the procedures specified in Part IV of this Code.

f. The dean/director of the student's college/school/division also has the authority to initiate additional academic sanctions against the student if the dean/director concludes, in consultation with the dean of students, that additional sanctions may be warranted by the nature of the act or because the student has committed previous acts of academic misconduct. The dean/director must notify the student in writing within seven calendar days of the date of the chair's report if additional sanctions are contemplated at the college/school/division level. If additional sanctions are contemplated, the student shall be provided an opportunity to be heard in accordance with the standards articulated in the opening paragraph of Part III, Section A. The dean/director must report the decision, including any sanctions imposed, in writing to the student, the chair, and the dean of students within 10 calendar days of the student's opportunity to be heard. Sanctions imposed at the college/school/division level may include academic probation, denial of future admission, or dismissal from the college/school/division. The student may appeal the dean's/director's decision (including sanctions) through the procedures specified in Part IV of this Code.

2. When a student is alleged to have committed an act of academic misconduct that is not related to a course in which the student is enrolled, the chair of the student's department has the authority to initiate a review of the allegation.

a. The chair must notify the student in writing within seven calendar days of discovering the alleged misconduct if, in consultation with the dean of students, disciplinary action is contemplated at the department level. If disciplinary action is contemplated the student shall be provided an opportunity to be heard in accordance with the standards articulated in the opening paragraph of Part III, Section A. The chair must report the decision, including any sanctions imposed, in writing to the student, the student's college/school/division dean/director, and the dean of students within 10 calendar days of the student's opportunity to be heard. Sanctions imposed at the department level may include, and are limited to, one or more of the following: academic probation, denial of future admission, or dismissal from the department. The student may appeal the chair's decision (including sanctions) through the procedures specified in Part IV of this Code.

b. The dean/director of the student's college/school/division has the authority to initiate additional academic sanctions against the student if the dean/director concludes that additional sanctions may be warranted by the nature of the act or because the student has committed previous acts of academic misconduct. The dean/director must notify the student in writing within seven calendar days of the date of the chair's report if, in consultation with the dean of students, additional sanctions are contemplated at the college/school/division level. If additional sanctions are contemplated, the student shall be provided an opportunity to be heard in accordance with the standards articulated in the opening paragraph of Part III, Section A. The dean/director must report the decision, including any sanctions imposed, in writing to the student, the chair, and the dean of students within 10 calendar days of the student's opportunity to be heard. Sanctions imposed at the college/school/division level may include, and are limited to, one or more of the following: academic probation, denial of future admission, or dismissal from the college/school/division. The student may appeal the dean's/director's decision (including sanctions) through the procedures specified in Part IV of this Code.

3. A student may not be placed on disciplinary probation or suspended or expelled from IPFW because of an act of academic misconduct unless the dean of students concludes that such a sanction is justified by the nature of the act or

because the student has committed previous acts of misconduct. If the dean of students concludes that additional disciplinary sanctions are warranted, the proceedings will be governed by the same procedures that apply to acts of personal misconduct (Part III-B).

B. Disciplinary Procedures for Personal Misconduct

Any member of the IPFW community may initiate a complaint with the dean of students. Disciplinary proceedings are those proceedings initiated by the issuance of a notice of charges and are governed by the following procedures.

1. Notice of Charges

a. A disciplinary proceeding is initiated by the dean of students by sending a notice to the student who is the subject of the complaint. If disciplinary proceedings are initiated against a student under the age of 18, the dean is required to make reasonable efforts to assure that the parent(s) or, when appropriate, the legal guardian of the student is notified concerning the proceedings and the nature of the complaint.

b. The notice shall be sent by certified mail to the student's address as it appears in the official records of IPFW or shall be delivered personally to the student. The notice shall quote the rule claimed to have been violated and shall fairly inform the student of the reported circumstances of the alleged misconduct. The notice shall require the student to appear in the office of the dean of students at a time and on a date specified (which ordinarily will not be earlier than three calendar days after the mailing of the notice) for a hearing on the alleged violations. A copy of these regulations shall accompany each notice of charges.

c. The notice shall inform the student of the following:

(1) The offense the student is alleged to have committed by citing the relevant section of these regulations;

(2) The date, time, and place of the alleged offense, and other relevant circumstances;

(3) The date, time, and place of the hearing to discuss the alleged violation;

(4) That the student may have an advisor or other counsel present during the hearing; that an advisor or counsel is limited to the role of advising the student; and that an advisor or counsel may not participate in presenting the case, questioning the witnesses, or making statements during the hearing;

(5) That the student need not answer questions and that a choice to remain silent will not be taken as an admission of guilt, nor shall it be detrimental to the student's position;

(6) That, if the student fails to appear for the hearing, the dean of students may (a) reschedule the conference; (b) dismiss the charges; or (c) if the dean reasonably believes the failure to appear to be inexcusable, impose any of the prescribed disciplinary penalties.

2. Hearing

a. When the student appears as required, the dean of students shall inform the student as fully as possible of the facts concerning the alleged misconduct and of the procedures that follow. The student may, but need not, make responses and explanations.

b. If, after discussion and such further investigation as may be necessary, the dean of students determines that the violation alleged is not supported by the evidence, the dean shall dismiss the accusation and notify the student.

c. If, after discussion, or if the student fails to appear, the dean of students believes that the violation occurred as alleged, the dean shall so notify the student and shall impose a disciplinary sanction by means of a written notice. The student, by such notice, shall have the option of accepting the finding and sanction or appealing the finding and/or sanction through the procedures specified in Part V of this Code.

d. Both the student and the student's accuser shall be informed of the outcome of any hearing brought alleging a sexual assault.

3. Disciplinary Sanctions

The dean of students is authorized to impose a sanction including, and limited to, one or more of the following:

a. *Reprimand and Warning.* A student may be given a reprimand accompanied by a written warning that the student may receive additional sanctions if the student engages in the same misconduct again or commits any other violation of this code.

b. *Disciplinary Probation.* A student may be placed on disciplinary probation for a specified period under conditions specified in writing by the dean of students, with a warning that any violation of the conditions or any further acts of misconduct may result in additional disciplinary sanctions, including suspension or expulsion from IPFW. As a condition of probation, the student may be required to participate in a specific program, such as an alcohol-education program, or to provide a specific service, such as the repair or restoration of any property damaged or taken by the student.

c. *Restitution.* A student may be required to pay the cost for the replacement or repair of any property damaged by the student. If the student fails to pay the cost or make the repairs, the student may be subjected to additional sanctions, including suspension or expulsion.

d. *Participation in a Specific Program.* A student may be required to participate in a specific program, such as an alcohol-education program. If the student fails to participate in the program as directed, the student may be subjected to additional sanctions, including suspension or expulsion.

e. *Provision of a Specific Service.* A student may be required to provide a specific service, such as the repair or restoration of any property damaged or taken by the student. If the student fails to provide the service as directed, the student may be subjected to additional sanctions, including suspension or expulsion.

f. *Suspension.* A student may be suspended from classes and future enrollment and excluded from participation in all aspects of campus life for a specified period of time.

g. Expulsion. A student may be permanently dismissed from IPFW.

C. Summary Action
Summary action by way of temporary suspension and exclusion from IPFW property may be taken against a student without the issuance of a notice of charges and without the procedures prescribed in Part III-B or Part IV on the following conditions: Summary action shall be taken only by the chancellor or the chancellor's designee, and only after the student shall have been given an opportunity to be heard if such procedure is practical and feasible under the circumstances. Summary action shall be taken only if the chancellor or the chancellor's designee is satisfied that the continued presence of the student on IPFW property threatens imminent harm to the student or to any other persons or to the property of IPFW or of others, or to the stability and continuance of normal university functions. Whenever summary action is taken under this provision, the procedures provided for in Part III-B for hearing and appeal or the procedures provided for in Part IV shall be expedited so far as possible in order to shorten the period of summary action.

D. Time Limitations
Time limitations specified in the preceding sections of this code may be extended by either the dean of students or the Campus Appeals Board for a reasonable period if an extension is justified by good cause under the totality of the circumstances. The documentation for extending the time limitations must be provided to the student.

Part IV: Students Complaint Procedures

A. Students having complaints concerning actions or decisions of faculty or staff members which are claimed to violate rights established under Part I.A.3 or Part I.A.4 of the Code, by using the Purdue University Procedures for Resolving Complaints of Discrimination and Harassment.

B. Students having complaints concerning actions or decisions which are claimed to violate other rights established under Part I of the Code must first make a reasonable effort to resolve the complaints informally with the faculty/staff member whose action or decision is the basis for the complaint. The effort to resolve the complaint informally with the faculty/staff member must be initiated

by the student in a documented manner no later than the fourth week of the fall or spring semester immediately following the session in which the action or decision occurred. The documentation only needs to be dated and indicate that the student has made a good faith effort at initiating the conversation with the responsible faculty/staff member. For a complaint to continue to receive consideration under these procedures, the student must initiate each successive step in the process within 20 calendar days of conclusion of the previous step. In addition, it is expected that each step in the process will be concluded within 20 calendar days of initiation.

C. If the complaint is not resolved informally between the student and the responsible faculty or staff member, the student may pursue the complaint informally with the faculty or staff member's department head who shall investigate, mediate, and suggest a resolution.

D. If the complaint remains unresolved after the department head's attempt to mediate a resolution, the student may continue to pursue the complaint with the head of the next highest administrative level, e.g., the college/school/division dean/director, who shall investigate, mediate, and suggest a resolution.

E. Only after all such remedies have been exhausted may the student request a hearing before the Campus Appeals Board. To request a hearing before the Campus Appeals Board the student must file a complaint with the dean of students. The complaint must describe the action or decision claimed to violate established rights, identify the right(s) claimed to have been violated, and specify the remedy sought. The dean shall direct properly received complaints to the chair of the Campus Appeal Board. The Campus Appeals Board shall have the authority and duty to reach findings and to convey recommendations to the chancellor of IPFW. See Part V of the Code for information about the Campus Appeals Board.

Part V: Campus Appeals Board

A. Composition
The Campus Appeals Board (CAB) shall consist of nine members selected in the following manner: Four students appointed by the president of Indiana-Purdue Student Government Association subject to confirmation by the IPSGA Senate; three faculty members elected by the IPFW Senate; and two administrative staff members appointed by the chancellor, one of whom shall be designated as chair of the Campus Appeals Board. An equal number of alternates from each constituent group shall be appointed at the same time and in the same manner as the regular members. From the members and alternates, the chair shall designate a hearing panel consisting of a minimum of three members including at least one student. A minimum of three panel members including at least one student is required for quorum.

B. Terms of Office
The term of office for student members and their alternates shall be one year, and for the faculty and administrative members, it shall be two years, except that members shall continue to have jurisdiction of any case under consideration at the expiration of their term. The terms of office for all members shall begin at the start of the fall semester. No member shall serve more than two consecutive terms. If any appointing authority fails to make the initial appointments to the Campus Appeals Board, or to fill any vacancy on the panel of alternates within seven calendar days after being notified to do so by the chancellor, or if at any time the Campus Appeals Board cannot function because of the refusal of any member or members to serve, the chancellor may make appointments, fill vacancies, or take such other action as deemed necessary to constitute a Campus Appeals Board.

C. Training
All persons chosen to serve as CAB members or alternates will complete appropriate training before being permitted to engage as a CAB panelist or investigator. The Chair of CAB is responsible for determining appropriate training, coordinating the training, and assuring that all members and alternates complete the training as required.

D. Jurisdiction and Time Extensions
The Campus Appeals Board may hear the following types of appeals from students: appeals of disciplinary findings and sanctions imposed by the dean of students, including findings and sanctions concerning student organizations; appeals of disciplinary findings imposed by faculty members, department chairs, or academic deans or division directors; appeals of IPSGA Judicial Court rulings; and appeals of faculty/staff decisions claimed to violate established student rights (per Part IV). Extension to any time limits specified below must be approved by the Chair of the Board.

E. Filing and Notification
Students who wish to request CAB action shall submit a written appeal to the dean of students within ten calendar days of the date of the disciplinary sanction letter or within twenty calendar days of the conclusion of the previous step in the appeal process, as applicable. The dean shall in turn forward properly-filed appeals to the Chair of the Board. To be properly filed, the appeal must be submitted within the established time limits, signed and dated by the student, identify the action or decision being appealed, name the party whose decision or action is being appealed, list witnesses, identify any right claimed to have been violated (if applicable), and

specify the remedy sought. Within ten calendar days of the Chair's receipt of the appeal, the Chair will assign a Board member or alternate who is a faculty member or administrator to investigate the appeal and notify the party named that an appeal has been filed. Notification will include a copy of the appeal and the identity of the student who filed the appeal. The party whose action or decision is being appealed will be requested to respond in writing within ten calendar days from the date of notification. To protect both the student and the named party CAB appeals will be treated with the greatest degree of confidentiality possible.

F. Investigation of Appeals

As soon as practicable following appointment, the investigator will interview the student who filed the appeal. The student may have an advisor or legal counsel (at their own expense) present at meetings with the investigator. However, the advisor or counsel may not stand in place of the student or otherwise participate in the investigation process. In the case of an appeal where student rights are claimed to have been violated, within seven calendar days following completion of the interview with the student, the investigator will notify the Chair as to whether or not the allegations set forth in the appeal, if substantiated, would constitute a violation of established rights. If the investigator's notification indicates such allegations, if substantiated, would not constitute a violation of established rights, the Chair may dismiss the appeal, and the decision shall be final. The Chair shall provide the student and named party with written notice of such dismissal. In all other cases, the investigator will conduct a thorough fact-finding investigation, and will meet separately with the student and named party, interview pertinent witnesses, and review relevant documents regarding the appeal. The investigation shall be completed within twenty calendar days following the assignment of the appeal to the investigator. Within seven calendar days following conclusion of the investigation, the investigator will prepare and deliver a report to the Chair, the student filing the appeal, and the named party. The report will include a finding based upon a preponderance of evidence that the appeal shall be upheld or denied. The 'preponderance of evidence' standard requires that the evidence supporting the finding is more convincing than the evidence offered in opposition to it. The report will include the basis upon which the investigator reached the finding and recommendation for remedy, if any.

G. Determination

Within ten calendar days of receipt of the investigator's report, the Chair will convene a meeting of the CAB hearing panel. The student and the named party will be notified of the date, time, and location of the meeting. Prior to the meeting the student, named party, and panel members shall be furnished with a copy of the investigator's report and copies of the appeal and response. The student may have an advisor or legal counsel (at their own expense) present at the meeting. However, the advisor or counsel may not stand in place of the student or otherwise participate in the hearing process. At the meeting the panel will be afforded the opportunity to ask questions of the investigator. The student who filed the appeal and the named party will be afforded the opportunity to make a brief statement to the panel, after which the panel members may ask questions. The panel shall meet separately with the student and the named party. Within seven calendar days following the final meeting with the panel, the Chair shall render the written recommendation of the hearing panel and include a brief explanation of the recommendation setting forth the findings upon which the recommendation is based. The Chair shall furnish copies of the recommendation to the Chancellor, the student who filed the appeal, the party whose decision is being appealed, and to others within IPFW with a need to know as determined by the panel. The Chancellor shall render a written and final decision within ten calendar days of receiving the panel's recommendation.

Part VI: Policy on Involuntary Withdrawal of Students

Preamble

Subject to IPFW's duties under applicable law and if a student poses a direct threat to the health or safety of self or other persons, or substantially disrupts the normal activities of IPFW, the student may be asked to withdraw voluntarily or may be administratively withdrawn involuntarily from IPFW.

A. Review and Hearing Procedures

1. The dean of students shall determine in each individual case whether it shall be handled through this policy or through regular student disciplinary procedures.

2. A student may be requested in writing and/or orally (depending upon the situation) to attend a meeting with the dean of students for the purpose of determining whether or not the student should be permitted to continue his/her enrollment. Such a request will include a statement of the reasons for IPFW concern. Parents, spouses, or other appropriate persons (e.g., faculty, counselors, psychologists, etc.) may be contacted either by the student or by IPFW for information and may, with the consent of the student, participate in the meeting. At the meeting the reasons for IPFW's concern regarding the student will be stated, and the student will be given an opportunity to respond to these concerns. If after the meeting the dean determines, in consultation with an IPFW personal counselor, that the student should be permitted to continue his/her enrollment, the

student will be so informed in writing of the decision, including any conditions that the student must meet to continue enrollment.

3. If, after the meeting, the dean of students decides that the student should withdraw from IPFW and be permitted to re-enter IPFW only with dean of students approval, the student shall be informed of such decision and the reasons therefore. The student will be sent a written notice of the decision and reasons within 10 calendar days after the meeting. If the student agrees to withdraw from IPFW on such conditions, they will be permitted to withdraw voluntarily without grades and with full refund of current semester charges (with the exception of campus housing charges which would be pro-rated in accordance with the terms of the housing contract).

4. If the student refuses to accept the decision of withdrawal reached by the dean of students and refuses to voluntarily withdraw from IPFW, the student shall notify the dean of such refusal. The student may then appeal the withdrawal decision to a committee appointed by the chancellor of IPFW, consisting of a faculty member, a student, and an IPFW administrator, other than a member of the staff of the dean of students. The committee shall hear the entire matter again after notice to the student and the dean. The issues to be determined by the committee shall be (1) whether the student poses a direct threat to the health and safety of self or other persons or to the normal activities of IPFW, and (2) if so, whether the student should be involuntarily withdrawn from IPFW. The student and the dean and the IPFW counselor may attend the hearing and present evidence and question witnesses. They may be represented by counsel. The committee may, at its discretion, authorize an independent evaluation of the student by a licensed psychologist or psychiatrist at IPFW's expense. The committee shall make a written report containing its findings and conclusions within 10 calendar days after the hearing. Copies of the report shall be furnished to the student, the dean, and the chancellor of IPFW. The decision of the committee shall be binding upon the student and IPFW. Should the committee concur with the decision of the dean, the student will be withdrawn without grades and with full refund of current semester charges (with the exception of campus housing charges which would be pro-rated in accordance with the terms of the housing contract).

Part VII: Authority, Application, and Amendments

A. Authority
As provided in the Indiana University–Purdue University Fort Wayne Management and Academic Mission Agreement, "Purdue University shall be responsible for all policies related to student matters. IPFW student rights, responsibilities, and standards of conduct will be established by campus administrators in consultation with the student and faculty government organizations and with the IPFW Community Advisory Council and shall be consistent with the principles established by Purdue and Indiana universities."

B. Application
These regulations, as from time to time amended, shall apply to all undergraduate and graduate students with either Indiana or Purdue University affiliation while enrolled at IPFW and shall be deemed a part of the terms and conditions of admission and enrollment at IPFW. In case of any conflict or inconsistencies with any other rules, regulations, directives, or policies now existing, these regulations shall govern. They shall be enforced by the chancellor of IPFW.

C. Amendments
These regulations, and any amendments hereto, shall remain in effect until rescinded or modified by the Community Advisory Council subject to approval by the President of Purdue University. Amendments may be proposed by the Indiana-Purdue Student Government Association, IPFW Senate, administrative officials, or the Board of Trustees and shall be submitted to the Indiana-Purdue Student Government Association and IPFW Senate, for consideration and recommendation before adoption by the Community Advisory Council and approval by the President of Purdue University. In the event the Community Advisory Council adopts an amendment not approved by the Indiana-Purdue Student Government Association and IPFW Senate, either the Indiana-Purdue Student Government Association or IPFW Senate may withdraw its endorsement of the rights and responsibilities in whole or in part.

28. IPFW Statement of Integrity

Preamble. This statement of integrity articulates the overreaching principles that inform IPFW policies, procedures, and conduct. Policies that reflect these principles exist in official university documents or will be developed if a need for additional policies is identified.

Statement. We as a university community are committed to integrity and ethical conduct. We foster an environment that nurtures and supports the complementary concepts of freedom and responsibility. Paramount to our commitment is continued validation and support of the highest ethical standards of equity, fairness, and confidentiality. We respect

differences and embrace diversity. We are committed to equitable treatment and mutual respect for all members of the IPFW community.

We respect both individual rights and the public interest. We encourage a learning environment in which open and free pursuit of knowledge takes place and individuals share their personal convictions without imposing them on others. Additionally, we embrace the ideal of freedom of expression for faculty, staff, and students in their academic work and as citizens of the university. The professional contributions of all individuals involved are fully and accurately acknowledged.

It is the responsibility of the entire IPFW community to honor the principles of ethics and academic integrity. Students and faculty have the right to expect their work to be assessed on its academic merit. All members of the IPFW community are expected to espouse academic honesty and every individual is responsible for upholding this expectation. Ethical and honest behavior is required in all actions that support IPFW's academic mission.

IPFW takes seriously its responsibility to the citizens of Indiana. All faculty, students, and staff of the university will be responsible stewards of the public trust.

Working with our community partners, we share knowledge and resources for reciprocal benefit and advancement. IPFW faculty and staff pledge to uphold the highest ethical standards while providing an education of the highest academic quality.

29. Ethical Guidelines for Student Computer Users at IPFW

(Reprinted from IPFW Faculty Senate Document SD91-5, revised Dec. 10, 2001)

The IPFW Code of Student Rights, Responsibilities, and Conduct (hereafter, the Code) sets forth general policies and procedures governing the use of university facilities by students. The purpose of these guidelines is to interpret these policies and procedures specifically for students using the university's computing facilities.

University computer resources are designed to be used in connection with legitimate, university-related purposes. The use of university computing resources to disseminate obscene, pornographic, or libelous materials; to threaten or harass others; or to otherwise engage in activities forbidden by the Code is subject to disciplinary action as specified in the Code.

Intellectual property rights and responsibilities. Central to an understanding of the rights and responsibilities of student computer users is the notion of intellectual property. In brief, this concept holds that materials stored in electronic form are the property of one or more rightful owners. Like any other property, electronically stored information, whether data or programs, can be stolen, altered or destroyed, misappropriated, or plagiarized. Such inappropriate activities violate the Code and are subject to disciplinary action as set forth in the Code.

Access rights and responsibilities. The use of lab, e-mail, Web, and other computing resources should be focused on facilitating individual or small-group interaction; other uses—for example, using computer resources to conduct a commercial enterprise or private business—constitute theft from the university subject to disciplinary action as specified in the Code. Similarly, the introduction of information that interferes with the access or information of others—for example, the introduction of programs of a type commonly called "viruses" or of nonacademic, network-game simulations—is subject to disciplinary action. E-mail should not be used for junk mailings.

Junk e-mail, including chain mail, wastes system resources and the time of those who receive it. Neither should e-mail be used to forge a message so as to have it appear to come from another user. All such inappropriate uses of e-mail are subject to disciplinary action, including, but not limited to, loss of the university-sponsored e-mail account.

Certain university-controlled computing resources are openly available to all students on a first-come, first-served basis; access to other resources is limited—often only by means of posted notices—to students in certain disciplines or specified courses; access to still other resources is carefully controlled by such means as user IDs and passwords.

Students are responsible for adhering to the spirit and the letter of these access controls. Violations of access rights can be interpreted under the Code as theft of university services whether or not those services have been separately billed. Students are also responsible for ensuring the confidentiality of access rights under their control. For example, release of a password, whether intentional or inadvertent, invites misuse by others and may be subject to disciplinary action.

General rights and responsibilities. Despite access controls imposed, system failures may occasionally make it possible for students to inappropriately read, use, copy, alter, or delete information stored electronically on a university computer system. Students are responsible for not exploiting such system failures and for reporting them to proper university personnel so that corrective steps can be taken.

The university strives to maintain a quiet, library-like environment in its computer labs in order that lab users can use their time productively and with minimal distractions. Proper use of computer resources follows the same standards of common sense and courtesy that govern the use of other public facilities. Improper use violates those standards by infringing upon others' ability to fulfill their responsibilities.

Part 6 — Services

IPFW provides a wide variety of support services for its students. Information on some of the more widely used services is listed below. For a complete listing of services, please consult the *Student Handbook and Planner*. Included in this section are descriptions of:

Click on a link to be taken to the entry below.

IPFW's Regulations and Policies for Graduate Students; Code of Student Rights, Responsibilities, and Conduct; and Ethical Guidelines for Student Computer Users appear in Part 5.

IPFW's Undergraduate Academic Regulations appear in the *IPFW Undergraduate Bulletin.*

1. Academic Success Center (ACS)

Much like your undergraduate experience, having a strong, mutually respectful relationship with your graduate faculty advisor will assist you in reaching academic goals. This relationship will help you sequence classes appropriately, meet

university deadlines, expedite issues of institutional regulations and assist with career goals. It is also your most important source of referral to other services.

2. Alumni Relations

More than 44,000 IPFW alumni represent the university worldwide. Eighty percent of IPFW alumni remain in Indiana, contributing to the state's economic development. The IPFW Alumni Association, headed by an 18-member board, oversees services and programs for all alumni. Services include scholarships for alumni children, stepchildren, and spouses; discounts for on-campus events; and quarterly alumni publications. Events include the annual fall Mastodon Roast, Homecoming pre-game party, Legislative Issues Day at the Indiana Statehouse, and many more. In addition, each college, school, and division has its own alumni council providing connections for alumni with professors, campus services, and a variety of events. IPFW Alumni Relations (Walb 125, 260-481-6807) assists with alumni development efforts, scholarship fundraising, and arranging services for alumni.

3. Athletics, Recreation, and Intramural Sports

Athletics, Recreation, and Intramural Sports (Gates Sports Center 210, 260-481-6643) administers sports-related university activities and manages the Gates Sports Center's fitness center and manages Healthy Purdue wellness events and programs. Contact Athletics for further information about programs and fees.

Intercollegiate athletics are open to all qualified students. IPFW competes in the National Collegiate Athletics Association (NCAA) Division I and is a member of The Summit League and the Midwest Intercollegiate Volleyball Association (MIVA). IPFW offers the following programs:

Basketball	Baseball	Volleyball	Golf
Cross Country	Soccer	Tennis	Softball
Indoor Track (Women's)	Outdoor Track (Women's)		

Information about athletics participation is available from the Athletics, Recreation, and Intramural Sports and the admissions offices or go to www.gomastodons.com.

Intramural programs are open to all eligible IPFW students, faculty, and staff and include the following sports: badminton, basketball, billiards, flag football, racquetball, table tennis, volleyball, and wallyball. Annual tournament events include a 5K run/walk event and a golf meet. Call 260-481-6617 for more details.

Gates Sports Center is the fitness center on campus for all IPFW students with valid IPFW ID cards. Memberships are also available to IPFW student spouses, faculty, staff, alumni, and community members. Indoor facility offers a 1/9 mile indoor walk/running track, strength training room, cardiovascular conditioning room, racquetball courts, wallyball courts, basketball, courts, core conditioning area, and fitness class room. Outdoor facilities include 5km and 10km cross country courses, soccer fields, baseball and softball, fields, and tennis courts. Fitness services include fitness assessments, fitness classes, "getting started" fitness consultations, nutrition consultations, personal fitness training packages, free education/awareness handouts, and special events such as fitness workshops and walk/run events. For membership costs and more facility information, call 260-481-6655, 260-481-6647, or visit our Web site at www.gomastodons.com.

Healthy Purdue wellness events, services, and programs on campus are available to IPFW students, faculty, staff, retirees, and community members. Programs and services are implemented at Gates Sports Center, the IPFW/Parkview Health and Wellness Clinic, and various campus locations. All opportunities are designed to education, motivate, and support individual health needs and goals. Physicals, sick care, and other medical services are offered at the clinic. Health awareness workshops, 6–14 week programs, wellness screenings, blood health screenings, flu shots, and special events like Mental Health Day, the Great American Smokeout "stop smoking" Block Party, Eating Disorder Awareness Week, and a Health Fair are also provided by the wellness staff. For information on IPFW wellness, call 260-481-6647, 260-481-6746, or visit www.ipfw.edu/health.

4. Bookstore

Follett's IPFW Bookstore (Kettler G10, 260-483-6100) has served the academic community at IPFW for more than 35 years, fulfilling students' needs from freshman classes to purchasing graduation apparel. Conveniently located in Kettler G10, the bookstore offers textbooks, general books, academically priced software, computer hardware, apparel, gifts, and more. In addition, the bookstore gives you the convenience of ordering your textbooks and other items online at efollett.com These items can be purchased for pick-up at the bookstore or shipped to your home. You can contact the bookstore at 260-483-6100 or by e-mail at bookstor@ipfw.edu.

5. Career Services

Career Services (Kettler 109, 260-481-6595), provides career support for all IPFW students. Services include counseling and career information; inventories and assessment; a resource library; employer referral; and résumé, interview, and related job-search preparation. Your academic department may also house career information. Students entering graduate school should also contact Testing Services (Kettler 232, 260-481-6600) early to investigate the various tests required for post-graduate study and when the tests are administered.

6. Center for Women and Returning Adults

The Center for Women and Returning Adults (CWRA) (Walb 120, 260-481-6029) serves as an advocate for women and nontraditional students by providing academic, financial, and personal assistance while simultaneously familiarizing them with the network of services available on campus or in the community. The CWRA provides a continuum of services directed toward an extremely diverse subculture within the campus community. The nature of our services extends beyond the campus or student life spectrum into the life-planning arena that is specific to nontraditional students or individuals and family members. Our involvement in child care, housing, financial, and domestic abuse issues requires that our services be directed from the campus to the community. Special ongoing efforts designed to meet the needs of our subculture include STARS (Starting, Transfer, and Returning Students) orientations and Students with Families workshops and entertainment.

7. Child Care

IPFW partners with The Learning Community to provide child care for IPFW faculty, staff, and students at a discounted rate. The Learning Community is located at 2041 Reed Road. Hours of operation during fall, spring, and summer semesters are 6:30 a.m.–6:30 p.m., Monday through Friday. TLC provides care for infants to children 12 years old. For registration and fee information, contact TLC at 260-424-8852 or visit www.tlckidsfirst.com.

8. Computer Resources

IPFW's computing environment includes access to networked computers and a variety of software, from word processing to discipline-specific applications.

Student accounts (includes e-mail, my.ipfw, student-access labs). Accounts for student computing resources are created upon your admission to IPFW. You must complete an activation process before using the account including sending or receiving e-mail. Your e-mail accounts are accessible from any student-access lab or the Web. Student accounts remain active as long as you are enrolled.

Web space. Each student and official student organization receives 10 MB of Web space to be used in conjunction with university responsibilities.

Computer labs. All student-access computer labs and computer-equipped classrooms are capable of accessing many software applications, student e-mail, and the Internet. The student-access computer labs are in Kettler Hall 204A and 217; Neff Hall B71 and B73 (a shared-use lab); Science Building G15; Helmke Library; and Walb Student Union 221.

Besides these student-access labs, some schools and departments provide their students with access to additional specialized labs. The sponsoring departments define their availability and hours.

Getting help. For the most current campus computing information and software documentation, visit IT Services' Web site at www.its.ipfw.edu. Student consultants are available in person or via phone to assist students during most open lab hours. Student consultants cannot do assignments for students, but they can answer general computing questions. In addition, IT Services provides consultants at the Help Desk in Kettler 206, 260-481-6030. Help Desk staff can answer questions about specific computer services and facilities available to students.

9. Continuing Studies, Division of

The IPFW Division of Continuing Studies (Kettler 145, 260-481-6619) provides lifelong learning opportunities through its credit programs and public courses for professional development and personal enrichment. The division manages approximately 20,500 enrollments annually.

The division increases student access to internationally recognized Indiana University and Purdue University degrees by partnering with IPFW's academic departments to provide the alternative delivery of college credit courses. The division manages off-campus instruction (Auburn, Bluffton, Decatur, the Public Safety Academy of Northeast Indiana, Kendallville, and the IPFW Warsaw Center), distance-learning delivery (TV, Internet, and interactive video conferencing), and the university's Weekend College program. In addition, the division administers the associate and bachelor's degrees in general studies (A.A.G.S and B.G.S.) and offers special workshops for teachers that provide graduate credit applicable toward relicensure.

The Division of Continuing Studies also provides noncredit options, many of which yield continuing education units. These include public courses for personal and professional development and customized corporate training for regional businesses. For more targeted, in-depth training, selected professional development courses are grouped into certificate programs. These options offer students concise, career-related education.

For more information about the Division of Continuing Studies and a listing of available courses, see www.ipfw.edu/dcs.

10. Dean of Students

The Dean of Students office (Walb 111, 260-481-6601) may be contacted regarding any problem you are experiencing. Either direct assistance or referral to the appropriate individual or office will be provided. In addition, the dean and associate dean handle student conduct problems and advise students of their rights and responsibilities, provide assistance in pursuing late full withdrawals, grade appeals, and student complaints, and serve as an advocate for students and their issues. The dean also oversees Personal Counseling Services and Services for Students with Disabilities.

11. Disabilities, Services for Students with

Services for Students with Disabilities (SSD) coordinates IPFW's programming for students with disabilities, as required by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Persons with qualifying disability conditions per these regulations are eligible for specialized academic support services and other assistance through SSD.

SSD provides free and appropriate academic aids and services including reader and sign-language interpreter services, accommodated test-proctoring facilities, disability-specific career/academic/personal counseling, coordination of the use of accessible computer workstations across campus, and more. SSD also serves the campus community as advocate/consultant on disability-related issues.

IPFW does not provide personal attendant care or transportation services. You must be able to attend to your personal care and needs or you must arrange independently for such services if needed. Although a personal escort may be provided during times of inclement weather, you are responsible for your transportation to and from campus and

between classes and other facilities. You are responsible for attending classes as required by your class instructors' attendance policy.

To request services on the basis of disability or to receive further information, call 260-481-6657 (VOICE/TTD) or visit the director of SSD in Walb 113.

12. Diversity and Multicultural Affairs

Diversity and Multicultural Affairs (Walb 118, 260-481-6608) provides a vital support system for African American, Asian American, Hispanic, international, Native American, and other underrepresented students enrolled at IPFW. Evening appointments can be arranged for students who cannot visit the office during regular hours.

Services include networking opportunities, cultural/heritage programs, educational and personal counseling, leadership development and enhancement, mentoring, workshops, and study tables.

Diversity and Multicultural Affairs also assists in the development, administration, and evaluation of student recruitment and retention efforts; sponsors outreach and programs for early access to higher education; and provides cultural diversity training for IPFW faculty and staff.

First-generation and Nontraditional College Student Support Services (Walb 118, 260-481- 6847). Academic-success programs, academic and personal advising, and general support services are provided.

African American Student Support Services (Walb 118, 260-481-6604). Academic-success programs, cultural heritage activities, and academic and personal advising are provided. Many activities are planned in cooperation with the Black Collegian Caucus.

Hispanic Student Support Services (Walb 118, 260-481-6847). Individual academic and personal assistance, scholarship and internship information, and information regarding campus and community events are all available. Many programs are coordinated with Hispanos Unidos, which is open to all members of the campus community interested in Hispanic culture.

Asian American Student Support Services (Walb 118, 260-481-6608). Academic support, academic and personal advising, and cultural activities are available. Activities are coordinated with various Asian American student organizations.

Native American Support Services (Walb 118, 260-481-6847). Cultural heritage programs and academic and personal advising are provided. Many activities are planned in cooperation with United Native American Students.

13. Emergency Health and Security Services

For life-threatening emergencies, dial 911 from any university office telephone; then notify university police by calling 260-481-6911. From campus access-only phones, dial university police directly (16911). University police will call for additional assistance.

For routine healthcare needs, you are expected to remain under your personal physician's care while attending IPFW.

Escort service to and/or from classes for safety reasons is available any time by dialing 16900 from any campus telephone or 260-481-6900 from a cell phone.

University Police (Support Services Building 102, 260-481-6827) and its officers are empowered to enforce state and local laws, as well as campus traffic and conduct regulations, and provide 24-hour emergency services on campus. The department conducts continuous security patrols, furnishes disabled-vehicle assistance, and maintains lost-and-found articles. Students and staff are urged to report all suspicious activity or other hazards to the department. Crime prevention policy information, crime incidence, and arrest statistics are available from University Police.

14. Fees

All fees are subject to change by action of the trustees. Fees for the 2010-11 school year are shown below:

Course fees (may not apply to continuing education courses):

Graduate residents	$298.85 per credit
Graduate nonresidents	$676.70 per credit

Students who audit classes are assessed regular course fees.

Other fees. The following fees are in addition to the course fees listed above.

Admission application fee	$55
Re-admission application fee	$100
Late registration fee	$8.50 per credit, $100 maximum

Refunds. Whenever enrollment for a specific class is insufficient, IPFW reserves the right to cancel the class and refund all fees assessed. Course withdrawals for all other classes will result in course fee refunds according to the schedule on the next page.

If you are receiving federal Title IV financial aid (Stafford, Pell, Perkins, SEOG) and you make a full withdrawal, a calculation will be made to determine the amount of unearned aid that you will be required to repay. Specific information about this calculation may be obtained at the Financial Aid office, 260-481-6820.

			Percent of Refund			Last Day to Withdraw
No. of Weeks	100%	60%	40%	20%	0%	At the end of:
14,15,16	Days 1–7	Days 8–14	Days 15–21	Days 22–28	Thereafter	9th Week
12 or 13	Days 1–7	Days 8–14	Days 15–21	Days 22–28	Thereafter	7th Week
10 or 11	Days 1–7	Days 8–14	Days 15–21	Days 22–28	Thereafter	6th Week
9	Days 1–7	Days 8–14	Days 15–21	Days 22–28	Thereafter	5th Week
8	Days 1–3	Days 4–7	Days 8–10	Days 11–14	Thereafter	5th Week
7	Days 1–3	Days 4–7	Days 8–10	Days 11–14	Thereafter	4th Week
6	Days 1–3	Days 4–7	Days 8–10	Days 11–14	Thereafter	4th Week
5	Days 1–3	N/A	Days 4–7	N/A	Thereafter	3rd Week
4	Days 1–3	N/A	Days 4–7	N/A	Thereafter	3rd Week

3	Days 1–3	N/A	Days 4–7	N/A	Thereafter	2nd Week
2	Days 1–2	N/A	Days 3–4	N/A	Thereafter	1st Week
1	Day 1	N/A	Day 2	N/A	Thereafter	3rd Day
Less than 1	Day 1	N/A	N/A	N/A	Thereafter	Thereafter

Refunds are not transferable from one student to another. To qualify for a refund, your class withdrawal must be processed during the periods specified above. The refund schedule for off-campus credit classes offered through the Division of Continuing Studies may differ from the one above and appears in registration materials published by the Division of Continuing Studies.

15. Financial Aid

IPFW attempts to meet the demonstrated financial needs of all applicants. For graduate students, the IPFW Financial Aid office uses federal Stafford Loans, federal Work-Study, department assistantships and scholarships, and alternative loans through lenders based on several eligibility factors. Contact Financial Aid (Kettler 102B, 260-481-6820, TTY 260-481-6082) for specific information about eligibility requirements, application procedures, types of aid available, and regulations related to financial assistance. A free federal financial aid information brochure is available in the Financial Aid office, or you can access the same information on the Internet at http://studentaid.ed.gov.

For financial aid purposes, graduate students are considered to be full-time students when enrolled in at least 9 credits during a semester, or three-quarter-time students when enrolled in at least 6 credits during a semester, or half-time students when enrolled in at least 4.5 credits during a semester.

Most graduate financial aid programs at IPFW are based on the premise that you are responsible for paying the cost with consideration given to your financial circumstances. IPFW financial assistance is awarded to supplement the resources you potentially have available to cover educational costs. Your ability to contribute toward educational costs is determined by the Free Application for Federal Student Aid (FAFSA). You must complete the FAFSA each year.

To apply for federal assistance, the FAFSA must be completed and filed listing IPFW's school code (001828) as the college that you are planning to attend. The paper FAFSA form is available in the Financial Aid office. Online filing (preferred process) is available at FAFSA on the Web: www.fafsa.ed.gov. Information about specific financial aid processes and assistance with filling out the FAFSA are available in the Financial Aid office, the Financial Aid Web site at www.ipfw.edu/financial, or on the FAFSA Web site. It is recommended that the FAFSA be completed before March 1 each year to give the maximum time for processing your financial aid and to know which options are available for funding. Graduate scholarships, assistantships, and alternative loans require a separate application process from the FAFSA.

Most graduate scholarships and all assistantships at IPFW are offered through the specific program in which you are admitted. There are also free, Web-based scholarship searches at www.fastweb.com or www.finaid.org. Alternative loans require an application to be completed with a specific lender; a credit check is part of the application process. Paper alternative loan applications are available in the Financial Aid office or by Web at www.ipfw.edu/financial/finaid/types/loans.shtml.

Acceptance of financial aid is made through the student Web portal, http://my.ipfw.edu, by returning the Financial Aid Award Letter, or by completing an alternative loan application, which authorizes the university to apply aid to your account when it is received. If you are not able to attend IPFW, then it is your responsibility to officially withdraw from classes whether you are receiving financial assistance or not.

If you have experienced a change in income or resources compared to the information reported on the FAFSA, then you should contact the Financial Aid office about requirements for filing a Special Conditions Appeal. Your eligibility for financial aid can also be impacted by the Satisfactory Academic Progress standards that are monitored for financial

aid eligibility. These standards are based on two criteria: (1) the percent of credit hours completed successfully compared to the total credit hours attempted, and (2) the cumulative grade-point average. Information brochures are available in the Financial Aid office and are also mailed with the first award letter sent to you.

The Federal Ombudsman Office is a final resource for student loan borrowers to informally resolve loan disputes and problems after first seeking help through other customer service avenues. The Ombudsman Customer Service Line is 877-557-2575, or you can visit http://fsahelp.ed.gov.

16. Health and Wellness Clinic

The IPFW/Parkview Health and Wellness Clinic provides comprehensive health services to meet the medical and psychological needs of students, faculty, and staff at IPFW.

Location. The clinic is conveniently located in Walb 234, 260-481-5748. Parking is available in parking garage #2 (next to Gates Sports Center).

Hours. The clinic is open from 8 a.m. to 5 p.m., Monday through Thursday, and 8 a.m. to noon, Friday. Special hours, which will be posted, are in effect for holidays, semester breaks, and summer.

Staff. The clinic is staffed with two nationally certified family nurse practitioners and a medical assistant. Our collaborating physicians are John Mellinger, M.D., and Mark O'Brien, M.D.

Appointments. Clients are seen on a walk-in basis up to one hour prior to closing.

Services provided. Our master's-prepared, nationally certified family nurse practitioners are able to

Assess/diagnose healthcare problems, obtain medical histories, perform physical examinations, and order and interpret diagnostic studies such as lab work and X-rays.

Treat and monitor minor and acute illnesses as well as chronic health problems, such as diabetes, and provide confidential gynecological services. Nurse practitioners prescribe medication and consult with physicians and other healthcare providers as needed.

Promote healthy living through patient education and counseling.

Allergy injections. Allergy serum may be stored at the clinic. Allergy injections can be given between 8 a.m. and 4:30 p.m., Monday through Thursday, and 8 and 11:30 a.m., Friday, during fall and spring semesters. Administration of allergy injections during summer hours is limited.

Health and wellness education. Health and wellness education includes screenings, assessments, consultations, workshops, classes, and resources to help individuals gain awareness and opportunities for better total wellness. Health education and health counseling can include, but are not limited to, weight management, heart-healthy living, sports performance, eating disorders, diabetic control, smoking cessation, and stress management. Registered dietitians and certified physical fitness instructors are on staff.

Health fees. Our clinic is a fee-for-service health facility. Students at IPFW are NOT assessed a student health fee. We request payment at each visit by cash, check, or credit card.

Students enrolled in the university's health insurance will be charged their co-pay for a routine office visit. Due to the large number of health insurance plans, please call the clinic to see if we file with your particular insurance. We also accept Medicare and Medicaid payment. Please bring a copy of your insurance card for clinic appointments.

Upon checking out, an insurance-ready, itemized statement will be provided so that you may submit it to your insurance company.

For those individuals with insurance that is out of network or who are without insurance, healthcare packages are available for purchase. Contact the Health and Wellness Clinic at 260-481-5748 for additional information. Visit the IPFW/Parkview Health and Wellness Clinic Web site for the most up-to-date information at www.ipfw.edu/clinic. Visit the Health and Wellness Web site for up-to-date campus wellness activities at www.ipfw.edu/health.

*Above information is subject to changes.

17. Housing Information

IPFW Student Housing (260-481-4180) provides apartment-style living for full-time students at IPFW. The IPFW Student Housing community encourages the freedom of apartment-style living without sacrificing the convenience and comfort of off-campus living. Each unit is furnished and has a fully equipped kitchen including microwave, trash disposal, and dishwasher. Bedrooms are individually keyed for privacy, and each bedroom is set up with high-speed Internet and cable. Community amenities include a computer lab, fireside community lounge, a fitness room, and 24-hour laundry facilities. Additional information is available from the Student Housing office or by visiting the Student Housing Web site at www.IPFWstudenthousing.com.

18. International Student Services

International Student Services (Kettler 104, 260-481-6034) recruits, admits, enrolls, and retains international students. The office provides a host of admissions services including foreign degree certification, academic credential review, and transfer credit evaluation. ISS organizes an extensive international orientation one week prior to the start of the fall and spring semesters.

IPFW is authorized under federal law to enroll non-immigrant students. ISS attempts to ensure that IPFW complies with all applicable laws set forth by the Department of Homeland Security, the U.S. Department of State, and other government agencies. ISS offers a variety of immigration services including assistance with change of status, extension of status, on- and off-campus employment, visa counseling, and others.

ISS helps enrolled international students with obtaining a social security number, state ID, and driver's license. The office also pre-registers new incoming international students, administers the required international health insurance policy, and assists with non-resident tax preparation assistance. The office co-sponsors various trips and activities, campus and community ethnic and cultural celebrations, and serves as the advisor for the International Student Organization (ISO).

19. Library Services

The Walter E. Helmke Library creates a virtual and physical environment that supports the IPFW community in its efforts to discover and access vital information. To fulfill our mission (http://mission.lib.ipfw.edu), we provide high-quality information resources, coordinated information services and expertise, and innovative instruction fully integrated with the educational goals of IPFW—so you can

- Get individualized help whenever the library is open, 330 days a year
- Ask a librarian at http://ask.lib.ipfw.edu (in person, by e-mail, by IM chat, or by phone)
- Arrange a research consultation with a subject librarian, by appointment, or on a walk-in basis
- Find out more by calling the Library Service Desk (260-481-6512)

We collaborate within and outside the university to increase information literacy and student success—so you can

- Come to the library to study alone in the company of others
- Engage in productive group study
- Enjoy comfortable study spaces
- Browse convenient, relevant collections

We value equity of access to and ethical use of information, respect for the privacy of library users, and intellectual freedom—so you can

- Access a vast array of scholarly information from on or off campus
- Find 40,000+ full-text journals (from the individual article) via our powerful FIND IT linking tool, or (from the journal level) through our E-Journal Finder portal at http://e-journal.lib.ipfw.edu
- Use Document Delivery Services at http://dds.lib.ipfw.edu or IUCAT's Request Delivery to locate library materials that the library does not own
- Rely on ReservesEXpress at http://rex.lib.ipfw.edu to obtain required and supplemental course readings, 24/7
- Check out a book or DVD with your Mastodon Card—get it at the Walb Student Union

We dedicate effort to providing stewardship of the human record by collecting, describing, and organizing information—so you can

- Explore the library's Find Resources By... Title, Subject, or Type portal at http:///mdb.lib.ipfw.edu to use quality databases and indexes, encyclopedias, style guides, and much more
- Retrieve unique digital audio, video, and document collections through the mDON Digital Object Network at http:///mdon.lib.ipfw.edu
- Get connected to public and government information at the local, state, national, and international level through the Public Information Reference Service at http://pirs.lib.ipfw.edu

We employ technology wisely to offer responsive delivery of resources, customized research consultation, and an environment that encourages independent exploration in the pursuit of academic excellence—so you can

- Learn to evaluate the quality of your information with the aid of tutorials, course guides, and research tools created by librarians—see our Foraging for Information Worksheet, Is Your Web Site Credible?, Is Your Journal Scholarly?
- Take a virtual tour of the library at http://tour.lib.ipfw.edu, discover how to do library research, and enhance your information foraging skills
- Plan to make the future IPFW Learning Commons your destination—in the heart of the library, at the center of campus

We invite you to explore the library's Web site at www.lib.ipfw.edu. Meet you at the library!

Environment for discovery. Services for delivery.

You discover. We deliver.

20. IPFW/Parkview Student Assistance Program (SAP) - Counseling Services

IPFW/Parkview Student Assistance Program (SAP) provides free and confidential short-term services to all currently enrolled IPFW students. SAP works with a variety of concerns, including but not limited to, depression, anxiety, relationship issues, substance abuse, and eating disorders. SAP is available for consultation, outreach, and workshops upon request. They are located in Walb 210. Please call 260-373-8060 or 800-721-8809 to schedule an appointment.

21. Police

Campus safety and security information. IPFW strives to provide a safe and secure environment for students, staff, and visitors. The Annual Security Report details a variety of safety services, policies, and information available to students, staff, and visitors. To obtain a copy, contact Admissions, University Police, or Human Resources. To view the report, go to http://www.ipfw.edu/police/reports/IPFW_Current_Annual.pdf.

University Police is staffed 24 hours per day and is located in the Support Services Building. Ticket payments are accepted from 7:30 a.m.–3:30 p.m., Monday through Friday. A payment drop box is available 24/7. Police reports are available Monday through Friday, 7:30 a.m.–5 p.m. For additional information, go to www.ipfw.edu/police.

Emergency Procedures

First aid. In life-threatening emergencies, call 911 from a campus telephone or notify the university police by calling 16911 from any campus telephone or any emergency telephone on campus.

Escort service. Call 16900 to give your location and to request service.

Fire emergencies. Fire alarm pull boxes are located in all campus buildings. If you suspect a fire emergency, pull a fire alarm at once. Whenever you hear this continuous horn sound, use the nearest exit to leave the building quickly and as safely as possible. Once outside, move away from the building. Don't use elevators during fire emergencies or when you are in an otherwise unoccupied building.

Weather emergencies. The continuous sound of weather alert sirens indicates a TORNADO WARNING is in effect (a tornado has been sighted nearby). Take shelter in one of the following areas until notified by university officials it's safe to leave:

(ET)	Engineering, Technology, and Computer Science Building ground-floor corridor
(GC)	Gates Sports Center basement
(KT)	Kettler Hall basement or ground floor of south and east wings
(LA)	Liberal Arts Building basement
(LB)	Helmke Library basement
(LS)	Life Sciences Resource Center, ground floor
(NF)	Neff Hall basement
(PG-1)	Parking Garage Ramp B Gold
(PG-2)	Parking Garage Lower-Level Interior Ramp
(RC)	Instrumental Rehearsal Room
(SB)	Science Building ground floor corridor
(VART)	Visual Arts Building ground floor restrooms or corridor
(WT)	Williams Theatre to Visual Arts Building ground-floor restrooms or corridor
(WU)	Walb Student Union ground-floor stair areas

If you are in the Support Services Building or Printing Services/Warehouse, go to the Liberal Arts Building basement.

Adverse weather. During the winter months, snow emergencies and snow recesses are occasionally unavoidable. During an adverse weather closing, classes are canceled, and only essential personnel are to report to the university. If you suspect that an adverse weather closing has occurred, please monitor radio and television stations for announcements or call the IPFW Weather Line at 260-481-6050.

Emergency Notification

Alert Contact Information. IPFW's Alert Contact Information system allows the university to contact you by phone, e-mail, and/or text regarding any campus situation that may affect you. Log on to http://my.ipfw.edu and locate the "Alert Phone Number" heading on the right side of the Web page. Click on the "Edit" button and enter the methods by which you would like to be contacted. (Your university-issued e-mail address is mandatory.)

You may be contacted for the following possible scenarios:
   –Weather conditions have closed the campus
   –Utility problems have affected all or specific parts of the campus
   –A hazardous material incident is affecting the campus
   –A hostile activity is affecting the safety of people on the campus

Once you have registered, your contact information will not be used for any other purpose than what is listed above. Messages delivered to you will always be brief, informative, and provide you with the directions necessary to ensure

your safety.

Traffic Parking Rules Summary

Authority. These regulations are adopted pursuant to the authority conferred by the laws of the State of Indiana upon the Boards of Trustees of Indiana University and Purdue University.

The respective boards deem it necessary and desirable to make and enforce these regulations for the safety and welfare of students, staff, and visitors in protection of property and the safe operation of the IPFW campus.

University police are empowered to enforce state laws and campus regulations under the supervision of the vice chancellor for financial affairs.

Definitions. When used in these regulations, the following words and phrases have these meanings:

Parked vehicle. This is a motor vehicle with no licensed driver at the wheel.

Permit. This is a parking placard issued by University Police or its designees.

Restricted hours: Classes are in session between 7 a.m. and 11 p.m. Mondays through Saturdays and 10 a.m. and 11 p.m. on Sundays. During restricted hours, you must display a valid permit to park in designated "A" (employee) or handicapped parking areas. Appropriate coins must be placed in meters during these hours.

Vehicle. This is any propelled device with two or more wheels.

Visitor. This is a person who is neither a student nor a staff member, including people attending meetings or conferences.

Parking Permits

Registration procedures. Vehicle registration is required on an annual basis on or before the first day of classes for all students. Parking permits, including information about the annual fees associated with them, are available from University Police in the Support Services Building.

Parking permits issued for cars and trucks are to be attached to the rearview mirror post with the permit number visible from the vehicle front. Only a current permit should be displayed. The parking permit is for use only by the purchaser and is the property of IPFW.

Parking Regulations

"A" parking lots shall be used during restricted hours only by motor vehicles with an "A" permit (**designated by green lined spaces**). **Some, but not all, "A" lots change to open parking** after 5 p.m. on weekdays and 7 a.m. to 11 p.m. on weekends. Signs in each lot will indicate if and when the lot will change to open parking. Both parking garages have areas designated as "A" parking and metered short-term parking. All undesignated areas are considered open parking and no permit is required.

Special and temporary parking permits may be obtained from University Police when extenuating circumstances exist. If you arrive on campus and realize you do not have your permit, you may pick up a temporary permit at University Police.

Authorization to leave a vehicle on campus overnight must be obtained from University Police. Unauthorized vehicles left on campus 72 hours will be considered abandoned and will be removed. An accumulation of unpaid fines or

improper parking will also provide cause for towing at owner's expense. Dock parking is only for loading and unloading vehicles. People who need to use the dock for more than 10 minutes must obtain authorization from University Police.

People operating motorcycles may park in a vehicle stall or on motorcycle pads. Vehicles shall be parked between painted stall lines or in front of bumper blocks that indicate individual parking spaces.

The Allen County Extension office's parking lot is for clients only, and not for use by the campus community.

Traffic Regulations

Campus vehicle operators must:

- obey all state and local regulations, including signs, signals, markings, and other traffic-control devices.

- not maintain a speed of more than 20 m.p.h. unless otherwise posted. In parking lots, the maximum speed is 15 m.p.h. Parking is never permitted within 15 feet of a fire hydrant or in designated fire lanes. People parking on grass will be ticketed and be responsible for any damages.

Pedestrians have the right of way in all crosswalks. If a pedestrian enters or is about to enter a marked crossing, approaching vehicles must stop while the pedestrian is in the crossing.

All traffic accidents that occur on campus must be reported immediately.

All bicycles must be parked in bicycle racks. Bicycles chained to trees or signs or taken inside buildings may be impounded.

Skateboard use on campus is prohibited. See University Police for the roller blading policy.

Violations and Fines

Meter Violation	$ 15
Failure to display a permit in "A" lot	$ 25
("A" permit holder who forgot permit)	$ 5
Improper Parking	$ 25
Moving Violation	$ 60
Handicapped Parking Only	$100
Fire Lane	$ 50
Displaying lost/stolen/counterfeit permit	$ 50

There is a charge to replace a lost or stolen permit.

Appeals Appeal forms are available at Police and Safety (in the Support Services building). Campus tickets may be appealed to the Traffic Appeals Board, which consists of faculty, staff, and students. Board decisions are binding and final.

If a ticket recipient does not respond or pay the fine within five working days from the date of issuance, Police and Safety shall notify the recipient by mail that unless the ticket/fine is appealed in writing or is paid within 10 working days after the date of notice, the ticket recipient has forfeited any appeal privilege. An administrative encumbrance fee shall be added to each unpaid fine. No appeals will be accepted or considered by any university appellate body unless filed within the 15-day period.

Failure to satisfy delinquent fines may result in denial of future academic registration, denial of parking privileges, and/or removal of vehicle from campus at owner's expense.

22. Registration

The IPFW *Schedule of Classes* is published each semester and the summer sessions and is widely distributed on campus and published online at http://my.ipfw.edu. The Web site provides detailed current information about

- course offerings
- registration days and times
- fees and refunds
- the semester/session calendar
- important deadlines
- final exam schedules
- general policies and procedures

Before you meet with your advisor, you should carefully examine each edition of the *Schedule of Classes* and make a tentative selection of classes in which you wish to enroll.

Enrollment status. Graduate students are considered to be full-time students when enrolled in 8 or more credits during a semester, and part-time students when enrolled in 7 or fewer credits during a semester.

Enrollment status certification. The registrar's office is the ONLY university office authorized to officially certify your enrollment status. All requests for enrollment certification should be directed to that office. Your enrollment status for a specific semester can be certified only AFTER classes for that semester have begun and will be reported only as of the date requested.

23. Student Handbook and Planner

The *Student Handbook and Planner* is published each fall semester to inform students of the services, programs, and activities available at IPFW. It also contains important information on university policies and the Code of Student Rights, Responsibilities, and Conduct. The handbook is available at the Kettler Hall Information Desk, the Dean of Students office (Walb 111), Follett's IPFW Bookstore, and other campus locations.

24. Student Life and Organizations

Student Life (Walb 115, 260-481-6609) promotes extracurricular and co-curricular programs that complement and enhance each student's academic experience and personal development. In addition, Student Life serves as the planning resource for more than 100 student organizations. Additional information is available in the *Student Handbook and Planner,* at the Student Life office, and on the Internet at www.ipfw.edu/stulife.

25. Transcripts

The Office of the Registrar (Kettler 107) can provide official transcripts for students who have been enrolled at IPFW or any other IU or Purdue campus.

If your record is not encumbered for any reasons described herein, you will (upon application to the Office of the Registrar and payment of any prescribed fee) be entitled to receive an official transcript of your complete record, including any major(s) and minor(s).

NOTE: The registrar's office is the ONLY university office authorized to issue official transcripts. All requests for these documents must be directed to that office.

26. Veterans Services

The IPFW Veterans Services coordinator provides educational support services for veterans of the U.S. military.

Veterans' benefits information and counseling for first-time, continuing, or transfer students is available from the VA-benefits certifying official in the registrar's office (Kettler 107, 260-481-6126). If you are receiving veterans benefits, certification of your enrollment status is required each semester and should be requested at the registrar's office.

27. Voter Registration Information

Recent changes in the 1998 reauthorization of the U.S. Higher Education Act require colleges and universities to make available voter registration forms to all enrolled students. Any student not registered to vote may obtain an Indiana Mail-In Voter Registration Application (VRG-7) form, which is available at convenient locations throughout the campus. Please visit the Office of the Registrar's Web site at www.ipfw.edu/registrar, and click on Voter Registration for more information.

The forms will be available at:

- Bursar Office–Kettler Hall
- Diversity and Multicultural Affairs–Walb Student Union
- Financial Aid Office–Kettler Hall
- Office of the Registrar–Kettler Hall
- Office of the Dean of Students–Walb Student Union
- Gates Sports Center
- Information Center–Kettler Hall lobby
- Information Desk–Walb Student Union lobby
- Each college and school dean's office

To be eligible to vote in Indiana, you must

- be a citizen of the United States.
- be at least 18 years old on the day of the next general or municipal election.
- have lived in your Indiana precinct for at least 30 days before the next election.
- not currently be in prison after being convicted of a crime.

28. Writing Center

The Writing Center (Kettler G19, 260-481-5740) serves faculty, staff, and students with any university-related writing project in any discipline. The center's mission is to help all writers produce clear writing appropriate to their audiences. Knowledgeable consultants help writers brainstorm, focus, organize, and develop their ideas as well as learn how to better cite sources and revise and proofread their own drafts.

For free 25- or 50-minute, one-to-one or small group appointments, students should sign up through TutorTrac (www.ipfw.edu/casa/wc). Arrangements for other services are made with the coordinator at 260-481-6893. For example, students make arrangements for large group project assistance or presentations (five or more participants) and faculty and staff can make appointments to discuss their own or their students' writing. Students may also, without an appointment: (1) drop in for quick writing help, (2) use the open lab computers in Kettler G19 to write their papers, and (3) use the Writing Center's library of resources about writing.

For online consulting and further information, visit www.ipfw.edu/casa/wc.

Writing Center hours: Monday–Thursday, 10 a.m.–6 p.m.; Friday, 10 a.m.–2 p.m.; and Sunday, 1–5 p.m.

Part 7 — Directory

Click on a link to be taken to the entry below.

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Academic Units

College of Arts and Sciences

Administration L. Balthaser (emerita), Blakemore (associate dean), Drummond (dean), Legg (associate dean)

Department of Anthropology Andres, Borbieva, Kline, Kuznar (director, center of excellence in decision sciences), McCullough (director of archaeological survey), Odden, A. Sandstrom (emeritus), Sutter (chair)

Department of Biology Blumenthal, W. Cooper, DeMott, Dhawale, Gillespie, Haddock, Holt (emeritus), Jordan, Kingsbury (chair and director, Center for Reptile & Amphibian Conservation & Management), Lyng (emeritus), Manalis (emeritus), Marshall, McLellan, Mourad (graduate program director), Mustafa, Paladino, Peters, Richeson (emerita), D. Ross, Shannon, Taylor, Tobolski (emeritus), Visalli

Department of Chemistry Berger, Columbia, Cox (emeritus), Duchovic, Ericson, J. Flynn (emeritus), Friedel (emeritus), R. Friedman (chair), Kimble, Linn, Longroy (emeritus), V. Maloney, Mayo, Pacer (emeritus), Qasim, Slack (emerita), Stevenson (emeritus), Tahmassebi, Wartell

Department of Communication Banks (emerita), Bermes, Carr (graduate program director), Charlesworth, Dircksen, Dixson (chair), Godwin-Starks, Herbig, Kennedy-Lightsey, Luo, Mallin, McCants (emeritus), Nasr, Stillion Southard, Tankel (emeritus)

Department of Communication Sciences and Disorders Dalby, Egly, P. Flynn (emerita), L. Hess (chair)

Department of English and Linguistics Aasand (chair), Amidon, Anders, Bassett, Bishoff, J. Brennan (emeritus), Cain, Crisler, Crismore, Dehr, Devine (emeritus), Farnsworth, Felber (emerita), Fleming, L. Friedman (emeritus), Hile, Hostetter (emeritus), D. Huffman, Hume, Kalamaras, Kaufmann, Kozicki (emeritus), Lin, Minton, Moritz (emeritus), O'Hear (emeritus), R. Ramsey (emeritus), C. Roberts (emerita) , L. Roberts, Rumsey, Simon, Standley (emerita), Stapleton (graduate program director), J. Stewart, Sun, C. Thompson, van Nuis (emerita), Web-Sunderhaus, Weller, White

Department of Geosciences Argast, Chowdhury (emeritus), Dattilo, Drummond, Farlow, Gildner, Isiorho (chair), Pinan-Llamas, Sunderman (emeritus)

Gerontology Program McLorg (director)

Department of History J. Bell (emeritus), Blumenshine (emeritus), Cantor (emeritus), Erickson, Fischer (chair), Gates, Haw (emeritus), LaVere, Livschiz, Malanson, C. Scott (emeritus), Schuster, A. Violette (emeritus), R. Weiner

Department of International Language and Culture Studies Benito, Bugel, Clausen (emerita), Clegg, Conforti, Corbin (chair), Fox (emerita), Gu, Harroff (emeritus), Jehle (emeritus), R. Johnson (emeritus), Oberstar (emeritus), L. Roberts, S. Roberts, Seiler (emerita), Summers, Virtue, Zepeda

Journalism Program Colbert (coordinator)

Liberal Studies Program Kaufmann (director)

Department of Mathematical Sciences Akkari, Beineke, S. Berry, Bulmahn (emerita), Chauhan, Coffman, Conn (emerita), Coroian, Deng, Dragnev, Finco (emeritus), Frederick (emeritus), Hamburger (emeritus), Hersberger, LaMaster, Legg (chair), Lipman, Mau, Osowski, Pan, Pippert (emeritus), Redett, Svoboda (emeritus), D. Townsend, Vandell, J. Vetter, Wagner, Walsh, C. Weakley, W. Weakley (graduate program director), Zook, Zubovic

Peace and Conflict Studies Program Ashton (director)

Department of Philosophy Bruening, Buldt (chair), Butler, Dixie, Fairchild (emeritus), Long, McKinney, D. Moore, Ohlander, Schwab, Spath, Squadrito, Strayer

Department of Physics Grove, Lichti (emeritus), Littlefield (emeritus), D. Maloney, Masters (chair), Miers (emeritus), Robinson, Vasquez, Wang, Zhang

Department of Political Science Bartky, Coufoudakis (emeritus), A. Downs (director of Mike Downs Center for Indiana Politics), Hannah, Houseman (emeritus), Lutz (chair), Smulkstys (emeritus), Toole, Ulmschneider, Wolf

Department of Psychology Abbott, Bendele, Blakemore, Bordens, DeFonso (emerita), DiClementi, Drouin, Fazel (emeritus), Fliotsos (emeritus), Gerow (emeritus), C. Hill, Jackson, Kaiser, Kepes (emeritus), Lantz (emerita), Lawton (chair), Lundy, D. Miller, Ross, Vartanian, Yoder, Young

Department of Sociology Ashton, Bradley, De Venanzi (graduate program director), Holland, Iadicola (chair), Nusbaumer, Overton, Shupe, Taub, Tsai (emeritus), Usman (emeritus), Yamada

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Department of Economics Adilov, Bialik, Bullion (emeritus), Dilts (chair), Guthrie (emeritus), Haber (emeritus), Kessler, M. Kim, Rassuli, Samavati, Stumph

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General Studies Hook (director), McMurtrie (academic advisor)

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Professional Studies Abbott, Agness, Batagiannis, Burg (chair), Cho, Garvey, Keller (emeritus), Leatherman, Nitza, Rodriguez (emeritus), Utesch , Vesely

College of Engineering, Technology, and Computer Science

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Department of Computer and Electrical Engineering Technology and Information Systems and Technology Barrett, Broberg (associate dean), Detraz (emeritus), H. Gates (emeritus), Gideon (emeritus), Hack, Laverghetta, Lin, Luo, Parker, Sanders, G. Steffen (chair)

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Department of Engineering Abu-Mulaweh, Alhassan, Ashur, Bi, Chatterjea (emeritus), C. Chen, D. Chen, Eroglu, K. Johnson (emeritus), Kang, Y. Liu, Mahmoud (emeritus), Mauritzen (emeritus), S. Moor (first year engineering coordinator), Mueller (chair and graduate program director), Njock Libii, Oloomi, Pomalaza-Ráez, E. Thompson, Walter (director center for systems engineering), Wang, Younis

Department of Manufacturing and Construction Engineering Technology and Interior Design Albayyari, Allendorph (emeritus), Curia, Ding, Dupen, B. Franke, Fruchey, Gerdom (emeritus), Kendall (emeritus), Kubik, Leffers (director construction engineering technology program), Z. Liang, Lin (interim chair), Marshall II, McAleece (emeritus), Messal (emeritus), Narang, Pablo, Perry, Pugh, Quinn (emeritus), Rosencrans (emeritus), Schmidt (emeritus), Tryon (emeritus), Worthley (emeritus)

Division of Organizational Leadership and Supervision Abel, Bushong (emeritus), Chandler (emeritus), Clevenger, Creasser (emeritus), Groff, Harp (emerita), Hite (graduate program director), Jiang, Mansour-Cole, McDonald (chair), Montesino, Paddock-Offerle (emerita), Rickert (emerita), Sherr, Travis, Wakley (emerita)

College of Health and Human Services

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Division of Dental Education Brian (emerita), Champion (emeritus), M. Cooper, Foley, Huxoll (emerita), Kracher (chair, director of dental assisting), Leeuw, Mann, Perez, Reininger (emeritus), Ringel (director, dental laboratory technology), Schimmele (emeritus), Stuart, Valliere (director of dental hygiene), Zonakis (emeritus)

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Administration Crouch (noncredit coordinator)

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Public and Environmental Affairs Administration

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Administration O'Connor (dean), Resch (associate dean)

Department of Fine Arts Bradley (emeritus), L. Campbell, Ganz, Garcia (emeritus), Goodman (chair), Hrehov, Kruse (emeritus), Lee (emeritus), McCroskey-Hrehov, McCullogh (emeritus), Ushenko

Department of Music Ator (emeritus), Bean (chair), Bookout, Cooke, Farlow, Greider, Haritun, N. Jackson, K. Johnson, Lydy, Meyers (emeritus), Mitchell, Nicholson, Outland, Remissong, Resch, Robertson (emeritus), J. Robinson, Rutkowski, Savage, Schweikert, Severs, Tescarollo, Vernon, Wright-Bower

Department of Theatre Casazza, Coughlin, DeLancey, Humphrey, J. O'Connell (chair), O'Connor, Ridgeway, Sarratore, Zischke

Department of Visual Communication and Design J. Campbell, David-West (chair), Elaver, Gabbard, Krist (emeritus), Motz, Murray

Indiana University School of Medicine, Fort Wayne Campus

Administration F. Chang (assistant dean and director)

D. Bell, Hoversland, Koritnik, Merkel, Ragatz (emeritus), Redman, Sweazey, Vilensky, Weber

Faculty and Administrative Staff

Hardin L. Aasand, Professor of English and Chair of English and Linguistics (2007) B.A., University of North Dakota, 1980; M.A., University of Toronto, 1981; Ph.D., 1986.

Bruce B. Abbott, Associate Professor of Psychology* (1978) B.A., University of Toledo, 1972; M.A., Bowling Green State University, 1978; Ph.D., 1980.

Jeff H. Abbott, Assistant Professor of Education (2006) B.S., Butler University, 1971; M.S., 1973; J.D., Indiana University, 1975; Ed.S., 1982; Ph.D., Indiana State University, 1994.

Robert E. Abel, Continuing Lecturer in Organizational Leadership and Supervision (2008) B.S., Wheeling College, 1981; M.B.A., Indiana University, 1987.

Hosni Abu-Mulaweh, Professor of Mechanical Engineering* (1997) A.A.S., Rockland Community College, 1982; B.S. University of Missouri, 1984; M.S., 1987; Ph.D., 1992.

Nodir Adilov, Assistant Professor of Economics (2006) B.A., Hartwick College, 2000; M.A., Cornell University, 2005; Ph.D., 2005.

Tiffin M. Adkins, Associate Librarian and Reference and Information Services Librarian (2001) B.S., Ball State University, 1988; M.A.E., 1989: M.L.S., Indiana University, 1997.

Phyllis J. Agness, Assistant Professor of Education (1988) B.S., Ball State University, 1968; M.S., 1975; Ed.D.,1980.

Susan L. Ahrens, Associate Professor of Nursing and Director of Graduate Programs* (2008) B.S.N., Ohio State University, 1976; M.S.N., Medical College of Ohio, 1986; Ph.D., Wayne State University, 2001.

Safwan H. Akkari, Associate Professor of Mathematical Sciences* (1988) B.S., Lebanese University, 1977; M.S., University of Tennessee, 1982; Ph.D., Louisiana State University, 1988.

J. M. Albayyari, Professor of Mechanical Engineering Technology and Associate Vice Chancellor for Research and External Support* (2006), B.S., University of Cincinnati, 1989; M.S., 1990; Ph.D., 1995.

Laurel A. Alberson, Communication Specialist for University Relations and Communications (2007) B.S., Ball State University, 1999.

Susan M. Alderman, Media Director (2002) B.S., Northwest Missouri State University, 1976.

Mohammad A. Alhassan, Assistant Professor of Civil Engineering* (2008) B.S., Jordan University of Science and Technology, 2000; M.S., 2003; Ph.D., University of Illinois, 2007.

Azeez Ali, Assistant Men's Basketball Coach (2009)

Deborah A. Alvey, Faculty Records and Budget Administrator (2000)

Stevens R. Amidon, Associate Professor of English (2003) B.S., Regents College, 1987; M.F.A., Goddard College, 1994; Ph.D., University of Rhode Island, 2003.

Irene G. Anders, Continuing Lecturer in English and Linguistics (2000) B.A., Moscow State Linguistic University, 1973; M.A., Indiana University, 2000.

Gregory L. Anderson, Associate Director for First Year Experience (1989) B.A., Concordia College, 1972; M.S., Saint Francis College, 1983.

Christopher R. Andres, Assistant Professor of Anthropology (2006) B.A., Indiana University, 1993; M.A., Southern Illinois University, 2000; Ph.D., Indiana University, 2005.

Anne S. Argast, Professor of Geology* (1985) B.S., University of Rochester, 1978; M.A., State University of New York, 1982; Ph.D., 1986.

Bruce J. Arnold, Manager, Life Science Support Service (1986) B.S., Purdue University, 1975; M.S., Texas A&M University, 1981.

Craig Arnold, Field and Laboratory Supervisor in Archaeological Survey (2007) B.A., Brigham Young University, 1992; B.A., Indiana University, 2003; M.A., University of Wyoming, 2007.

Patrick J. Ashton, Associate Professor of Sociology and Director of Peace and Conflict Studies** (1979) B.A., Oakland University, 1972; M.A., Michigan State University, 1975; Ph.D., 1981.

Suleiman A. Ashur, Associate Professor of Civil Engineering* (2006) B.S., An-Najah University (West Bank), 1985; M.S.E., University of Michigan, 1990; Ph.D., Arizona State University, 1994.

James D. Ator, Associate Professor Emeritus of Music B.Mus.Ed., Drake University, 1960; M.Mus., Wichita State University, 1964; D.Mus.A., North Texas State University, 1971.

Adam N. Atkinson, Network Systems Programmer (2002) A.S., International Business College, 1998.

Marla M. Baden, Associate Librarian (1999) B.A., Ohio State University, 1979; M.L.S., University of Tennessee, 1981.

William W. Baden, Senior Research Analyst, Institutional Research and Analysis (1986) A.S., Miami University, 1973; B.A., University of Toledo, 1976; M.A., University of Tennessee, 1982; Ph.D., 1987.

Janet Badia, Associate Professor and Director of Women's Studies (2009) B.S., Wheeling Jesuit College, ; M.S., Ohio State University, 1996; Ph.D., 2000.

Armond J. Ball, Men's Volleyball Coach and Assistant to the Athletics Director (1980) B.S., Ball State University, 1967; M.A., 1971.

Linda S. Balthaser, Assistant Dean Emerita of the School of Arts and Sciences B.S., University of Indianapolis, 1961; M.S., Indiana University, 1962.

Nancy J. Bangel, Assistant Professor of Education (2007) B.S., Purdue University, 1977; M.S., 2004; Ph.D., 2007.

Barbara Jane Banks, Professor Emerita of Communication* B.A., The University of South Florida, 1972; M.A., 1974; Ph.D., The Ohio State University, 1980.

Deborah Baresic, Clinical Assistant Professor of Nursing (2008) B.S.N., University of Evansville, 1975; M.S.Ed., Indiana University, 1986; Certificate Nurse Practitioner, Indiana University, 1994.

Carla R. Barrett, Supervisor, Life Science Resource Center (1983) A.A.S., Purdue University, 1982; B.S., 1983; B.S., 1990; M.S., 1998.

Debra K. Barrick, Director of Academic Internships, Cooperative Education and Service Learning (2006) A.A.S., Purdue University, 1977; B.A., Indiana University, 1980.

Robert A. Barrett, Professor of Information Systems and Enrollment Management for Engineering, Technology & Computer Science (1979) A.S., Indiana University, 1974; A.S., 1975; B.S.B., 1977; M.S.B.A., 1979.

Elliot M. Bartky, Assistant Professor of Political Science (1988) B.A., Rutgers University, 1974; M.A., 1979; Ph.D., 1983.

Troy J. Bassett, Assistant Professor of English (2007) B.S., California Institute of Technology, 1994; M.A., University of Kansas, 1996; Ph.D., 2002.

Stella C. Batagiannis, Assistant Professor of Education (2005) B.A., Valparaiso University, 1973; M.S., Indiana University, 1997; Ph.D., Indiana State University, 1984.

Lydia C. Bates, Academic Coordinator, Upward Bound (2004) A.S., Indiana University, 1999; B.S., 2001.

Joanne M. Bauman, Academic Advisor (2001) B.A., Purdue University, 2000.

Robert D. Bean, Professor and Chair of Music (2002) B.Mus.Ed., Mississippi State University, 1976; M.Mus.Ed., 1978; D.A., University of Mississippi, 1981.

James F. Beard, Director of Licensing and Advising (1996) B.S., Fort Wayne Bible College, 1988; M.A., Ball State University, 1997.

Cheri Becker, Executive Director for Leadership Fort Wayne (2009) B.S., Indiana Tech, 1994.

Sarah J. Beckman, Associate Professor of Nursing* (1989) B.S.N., Ball State University, 1976; M.S.N., Indiana University, 1986.

Steven C. Beering, President Emeritus of Purdue University B.S., University of Pittsburgh, 1954; M.D., 1958.

Lowell W. Beineke, Jack W. Schrey Professor of Mathematical Sciences* (1965) B.S., Purdue University, 1961; M.A., University of Michigan, 1962; Ph.D., 1965.

David R. Bell, Associate Professor of Physiology and Biophysics** (1988) B.S., Michigan State University; M.S.; Ph.D., University of Alabama.

J. Tommy Bell, Director of Intercollegiate Athletics (2007) A.S., Ferrum College, 1976; B.S., Virginia Polytechnic Institute and State University, 1979; M.S., Radford University, 1987.

John P. Bell, Associate Professor Emeritus of History A.B., Tulane University, 1957; Ph.D., 1968.

Michael S. Bendele, Continuing Lecturer in Psychology (1994) B.S., St. Joseph College, 1987; M.S., Vanderbilt University, 1993; Ph.D., 1993.

Ana I. Benito, Associate Professor of Spanish (2003) Licenciatura Universidad Aotonoma, Spain, 1985; Licenciatura Universidad Alcala, Spain, 1994; M.A., Indiana University, 1997; Ph.D., 2004.

J. Daniel Bere, Assistant Men's Basketball Coach (2007) B.S., Indiana University, 2005.

Robert M. Berger, Associate Professor of Chemistry* (1989) B.S., University of Notre Dame, 1981; Ph.D., Purdue University, 1988.

Michael J. Berkshire, Network Systems Administrator (2007)

Emily J. Bermes, Continuing Lecturer in Communication and Director of Basic Course (2000) B.A., Purdue University, 1998; M.A., 2000.

Sandra E. Berry, Assistant Professor of Mathematics (2006) B.A., University of Maine, 1966; M.Ed., 1972; C.A.S., 1983; Ph.D., Purdue University, 2007.

Mahmudur R. Bhuiya, Database Administrator (2003) B.A., Dhaka University; M.S.S., 1993; B.S., Purdue University, 2002; M.S., 2004.

Zhuming Bi, Assistant Professor of Mechanical Engineering (2009) B. Sci., Harbin University of Science and Technology, China, 1987; M.Sci., 1991; Ph.D., 1994; Ph.D., University of Saskatchewan, Canada, 2002.

Donna M. Bialik, Associate Professor of Economics and Dean of Students** (1976) B.A., Notre Dame College, 1969; M.S.T., University of Missouri, 1973; Ph.D., 1978.

Reddi P. Bingi, Associate Professor of Management Information Systems (1995) B.Tech., S. V. University (India), 1983; M.Tech., Indian Institute of Technology, 1985; Ph.D., Texas Tech University, 1995.

Samantha S. Birk, Associate Director for Instructional Technology, Center for the Enhancement of Learning & Teaching (1988) B.A., University of Northern Ohio, 1984; M.A., Ohio University, 1988.

Shannon T. Bischoff, Assistant Professor of English and Linguistics (2010) B.A., University of Alaska, 1996; M.A., University of Montana, 2001; M.A., University of Arizona, 2005; Ph.D., 2007.

J. Elaine Blakemore, Professor of Psychology and Associate Dean, College of Arts & Sciences* (1986) B.S., Western Illinois University, 1972; M.A., Northern Illinois University, 1978; Ph.D., 1978.

Gary Blumenshine, Associate Professor Emeritus of History B.A., Northwestern University, 1966; M.A., University of Illinois, 1968; Ph.D., 1973.

Elliott J. Blumenthal, Associate Professor of Biology and Faculty Athletic Representative* (1989) B.A., University of Denver, 1969; M.S., 1971; M.S., University of Colorado, 1981; Ph.D., University of Denver, 1984.

Melanie S. Bookout, Associate Professor of Music (1996) B.M., Mississippi College, 1978; M.M., Northwestern University, 1980; Ph.D., Louisiana State University, 1992.

Noor O'Neill Borbieva, Assistant Professor of Anthropology (2009) B.A., Princeton University, 1996; Ph.D., Harvard University, 2007.

Kenneth S. Bordens, Professor of Psychology* (1979) B.A., Fairleigh Dickinson University, 1975; M.A., University of Toledo, 1978; Ph.D., 1979.

Michael L. Boschet, Network Systems Programmer (1997) A.S., Purdue University, 1998.

Earlhagi Bradley, Coordinator of ISPGA (2008) B.A., Millsaps College, 1996; M.S., Louisiana State University, 2001; M.S., 2006.

Christopher S. Bradley, Associate Professor of Sociology (2003) B.S., Northern Arizona University, 1997; M.A., Bowling Green State University, 2000; Ph.D., 2004.

Norman W. Bradley, Associate Professor Emeritus of Fine Arts B.F.A., Mexico City College, 1959; M.F.A., University of the Americas (Mexico), 1964.

Walter J. Branson, Vice Chancellor for Financial Affairs (1993) B.S., Purdue University, 1976; M.S., 1978.

John P. Brennan Jr., Associate Professor Emeritus of English* B.S., Boston College, 1963; A.M., University of California, 1965; Ph.D., 1967.

Robert J. Brewer, Academic Advisor in Mastodon Advising Center (2000) B.A., Indiana University, 2002.

Jacqueline N. Brian, Professor Emerita of Dental Education Certificate, Indiana University, 1966; B.S.Ed., Temple University, 1969; M.S.Ed., Indiana University, 1972.

Harold L. Broberg, Associate Professor of Electrical Engineering Technology and Associate Dean, College of Engineering, Technology, and Computer Science* (1985) B.A., Northwestern University, 1963; M.S.E.E., U.S. Naval Postgraduate School, 1969; Ph.D., University of Toledo, 1993.

Ann S. Brown, Program Coordinator for Collegiate Connection and Crossroads (2002) B.A., Indiana University, 1980; M.S.A., University of Notre Dame, 1989.

William H. Bruening, Professor of Philosophy* (1969) B.A., Villa Madonna College, 1965; M.A., University of Notre Dame, 1968; Ph.D., 1969; M.S.Ed., Indiana University, 1978.

Talia A. Bugel, Assistant Professor of Spanish (2006) B.A., Universidad de la Republica, Uruguay, 1987; M.A., Universidade Estadual de Campinas, 1998; Ph.D., University of Illinois, 2006.

Denise Buhr, Assistant Librarian (2008) B.A., Indiana University, 1981; M.L.S., 1982.

Bernd Buldt, Professor and Chair of Philosophy (2006) B.A., University of Bochum, 1980; 1982; Ph.D., University of Konstanz, 1991; Dir. Habil, 2003.

George W. M. Bullion, Associate Professor Emeritus of Economics B.S., University of Tennessee, 1963; M.S., 1965; Ph.D., Purdue University, 1970.

Barbara J. Bulmahn, Professor Emerita of Mathematical Sciences B.A., Valparaiso University, 1959; M.A.T., Purdue University, 1966; M.S., Ball State University, 1979.

James E. Burg, Associate Professor of Education and Chair of Professional Studies (1997) B.A., Michigan State University, 1988; M.A., 1990; Ph.D., Purdue University, 1994.

Eric T. Burns, Head Men's and Women's Tennis Coach (2001) B.A., Franklin College, 1999; M.A., Ball State University, 2003.

Karen Burtnette, Administrator, College of Arts & Sciences (2009) A.S., Ball State University, 1979.

Bruce S. Busby, Associate Vice Chancellor for Academic Success (2009) B.A., Southeastern Louisiana University, 1971; M.A., The University of Tennessee, 1973; Ph.D., 1976.

F. Lee Bushong, Professor Emeritus of Supervision B.S., Ball State University, 1943; M.S., Purdue University, 1952.

Clark W. Butler, Professor of Philosophy* (1969) Certificate, Université de Tunis, Tunisia, 1965; B.A., University of Southern California, 1966; Ph.D., 1970.

Mariah D. Butler, Affirmative Action Officer, Office of Affirmative Action/Equal Opportunity (2008) B.S., Mary Washington College, 2000; J.D., University of Dayton School of Law, 2003.

Susan E. Byers, Director of Business and Management Sciences Student Center (1997) B.G.S., Ball State University, 1989; M.A., 1991.

Mary Ann Cain, Professor of English (1995) B.A., Indiana University, 1980; M.A., Colorado State University, 1984; D.A., State University of New York, 1990.

James C. Campbell, Continuing Lecturer in Visual Communication and Design (1998) A.S., Indiana University, 1991; B.F.A., 1993.

Laurel H. Campbell, Assistant Professor of Art Education (2010) B.F.A., University of Illinois, 1974; M.A., 1998; Ed.D., 2003.

Louis Cantor, Professor Emeritus of History B.S., Memphis State University, 1957; A.M., Duke University, 1961; Ph.D., 1963.

Cathleen M. Carosella, Reading and Learning Skills Coordinator for Center for Academic Support and Advancement (2005) B.A., Virginia Commonwealth University, 1990; M.A., University of York, 1992.

Colleen M. Carpenter, Project Coordinator, Indiana State Suicide Prevention Coalition (2004) B.S.B., University of Kansas, 1991; M.A., Loyola University, 1995; M.P.H., University of North Carolina, 2001.

Steven A. Carr, Associate Professor of Communication and Graduate Program Director* (1994) A.B., University of North Carolina, 1986; M.A., Northwestern University, 1987; Ph.D., University of Texas, 1994.

Jeffrey Casazza, Assistant Professor of Theatre (2007) B.S., Ball State 1988; M.F.A. Florida State University, 1996.

Ellen L. Cavacini, Youth Program Director, Leadership Fort Wayne (1999) B.S., Ball State University, 1974; M.S., Indiana University, 1981.

Charles A. Champion, Assistant Professor Emeritus of Dental Education A.S., Southern Illinois University, 1967; B.S., 1970; M.S.Ed., Indiana University, 1981.

Joseph M. Chandler, Professor Emeritus of Organizational Leadership and Supervision B.S., Ball State University, 1956; M.A., 1962.

Fen-Lei Chang, Assistant Dean and Director of the School of Medicine, Fort Wayne, Professor of Cardiovascular Research and Professor of Neurology (2007) Ph.D., University of Illinois, 1983; M.D., 1989.

Otto Chang, Paul E. Shaffer Professor of Accounting and Dean of the Doermer School of Business & Management Sciences (2008) B.A., Taiwan University, 1973; M.A.S., University of Illinois, 1980; Ph.D., 1984.

Dacia Charlesworth, Associate Professor of Communication* (2008) B.A., Arizona State University,1994; M.S., Southern Illinois University, 1995; Ph.D., 2001.

Amitava Chatterjea, Professor Emeritus of Electrical Engineering* B.S., University of Calcutta,1953; B.S.E.E., University of Glasgow, 1957; M.S.E.E., University of Birmingham, 1959; Ph.D., North Carolina State University, 1973.

Chand K. Chauhan, Associate Professor of Mathematical Sciences* (1983) B.S., St. Johns College (Agra), 1972; M.S., John Carroll University, 1974; M.S., Miami University, 1977; Ph.D., The Ohio State University, 1983.

Chao Chen, Assistant Professor of Engineering* (2005) B.E., Shanghai Tiao Tong University, 1998; M.E., 2001; M.S., Georgia Institute of Technology, 2003; Ph.D., 2005.

Dong Chen, Assistant Professor of Civil Engineering (2009) B.S.,Tongji University, 1992; M.S., Nanyang Technical University, Singapore, 2002; Ph.D., The Ohio State University, 2005.

Sheena Choi, Associate Professor of Education (1999) B.A., State University of New York, 1989; M.S., 1994; Ph.D., 2000.

Jeong-il Cho, Assistant Professor of Education (2009) B.A., Kwan Dong University, Korea, 1999; M.Ed., University of North Carolina, 1999; Ph.D., The University of Iowa, 2007.

Dipak K. Chowdhury, Professor Emeritus of Geology Certificate, St. Xavier's College, 1953; B.S., Indian Institute of Technology, 1956; M.A., 1958; Ph.D., Texas A&M University, 1961.

Kenneth C. Christmon, Associate Vice Chancellor for Diversity and Multicultural Affairs (2004) B.A., Earlham College, 1988; M.A., University of Phoenix, 2003.

Dianne F. Clark, Mathematics Test Center Administrator (1999) B.S., Valparaiso University, 1971; M.A., Ball State University, 1988.

Leslie C. Clark, Director of Mastodon Academic Performance Center (2003) B.A., Lamar University, 1992; M.A., 1995.

Ronald W. Clark, Director of Internal Operations, Intramural Sports, Facility and Event Scheduling (1998) B.A., Huntington College, 1990.

Jeanette R. Clausen, Professor Emerita of Germanic Languages B.A., University of Wisconsin, 1963; M.A., Indiana University, 1966; Ph.D., 1975.

Jens H. Clegg, Associate Professor of Spanish (2005) B.A., Brigham Young University, 1997; M.A., 2000; Ph.D., University of New Mexico, 2006.

David W. Clevenger, Academic Advisor, Organizational Leadership and Supervision* (2000) A.A.S., Purdue University, 1990; B.S., Purdue University, 1995; M.S.Ed., Indiana University, 1997.

Margit Codispoti, Associate Librarian** (1982) B.A., University of Akron, 1970; M.A., Illinois State University, 1972; M.L.S., Ball State University, 1982.

Carol l. Coffee, Employment Administrator, Human Resources (2009) A.S.B., Indiana University, 1993; B.S.B., 1994.

Adam N. Coffman, Associate Professor of Mathematical Sciences* (1997) B.S., University of Michigan, 1991; M.S., University of Chicago, 1992; Ph.D., 1997.

Ann M. Colbert, Journalism Program Coordinator** (1981) B.A., Indiana University, 1980; M.S.Ed., 1987.

Michael R. Columbia, Associate Professor of Chemistry* (1993) B.S., Indiana University, 1984; Ph.D., Iowa State University, 1991.

Maria P. Conforti, Continuing Lecturer in Spanish (2001) B.A., St. Thomas Aquinas College, 1980.

Deborah M. Conklin, Executive Director of the Division of Continuing Studies (1986) B.S., Ohio University, 1970; M.S.Ed., Indiana University, 1990.

Patricia S. Conn, Professor Emerita of Mathematics B.S., Central Connecticut State College, 1956; M.S., Purdue University, 1959; Ph.D., Iowa State University, 1969.

David B. Cooke, Continuing Lecturer in Music (2005) B.M., The Ohio State University, 1986; M.M., Cleveland Institute of Music, 1988.

Todor Cooklev, Director of the Center for Wireless Communication, College of Engineering, Technology & Computer Science (2008) Diploma Engineering, Technical University of Sofia, Bulgaria, 1988; Ph.D., Tokyo Institute of Technology, Japan, 1995.

Terrence Coonan, Manager Applications System Development, Information Technology Services (2008) B.S., Purdue University, 1974.

Mary D. Cooper, Professor of Dental Education** (1979) A.S., Indiana University, 1977; B.S.Ed., 1980; M.S.Ed., 1989.

William E. Cooper Jr., Professor of Biology* (1991) B.A., University of Richmond, 1966; M.S., Kansas State University, 1970; Ph.D., 1972.

Laurie L. Corbin, Associate Professor of French and Chair of International Language and Culture Studies (1993) B.A., University of Wisconsin, 1982; M.A., 1985; Ph.D., 1993.

France A. Córdova, **President of Purdue University (2007)** B.A., Stanford University, 1969; Ph.D., California Institute of Technology, 1979; Honorary Doctorate, Loyola-Marymount University, 1997; Honorary Professorship, China Agricultural University, 2005.

I. Dan Coroian, Associate Professor of Mathematical Sciences* (1997) B.S., Babes-Bolyai University of Cluj-Napoca, Romania, 1988; M.S., University of Bucharest, 1989; Ph.D., University of Iowa, 1997.

Rose M. Costello, Director of Human Resources (2006) A.A.S., Purdue University, 1988; B.A., 1988.

Evangelos Coufoudakis, Professor Emeritus of Political Science and Dean Emeritus of Arts and Sciences A.B., American University of Beirut, 1962; M.P.A., University of Michigan, 1963; Ph.D., 1972; Honary Degree, Indiana University, 2002.

Brittney T. Coughlin, Continuing Lecturer in Theatre (2002) B.A., Hope College, 1994.

Elaine N. Cowen, Professor Emerita of Nursing B.S.N., University of Pittsburgh, 1956; M.S., Wayne University, 1959; Ed.D., Ball State University, 1991.

David J. Cox, Professor Emeritus of Chemistry B.A., Wesleyan University, 1956; Ph.D., University of Pennsylvania, 1960.

Judith Cramer, Director of Financial Aid (2007) B.A., University of Massachusetts, 1995; M.Ed., University of Nevada, 1997.

Charles H. Creasser, Professor Emeritus of Organizational Leadership and Supervision B.S., Butler University, 1932; M.S., University of Illinois, 1933; LL.B., Indiana University, 1937.

Julie Creek, Coordinator of Programs for Women and Returning Adults (2009)

Marjorie E. Crill, Professor Emerita of Nursing Diploma, Lutheran Hospital School of Nursing, 1950; B.S., Indiana University, 1963; M.S., 1964.

Curtis Crisler, Assistant Professor of English/Creative Writing (2008) B.A., Indiana University, 1999; M.F.A., Southern Illinois University, 2004.

Avon G. Crismore, Professor of English* (1985) A.B., Saint Francis College, 1965; M.S.Ed., 1967; Ph.D., University of Illinois, 1985.

Molly T. Cronin, Coordinator of Advising, School of Education (2007) B.S., Ohio University, 2003; M.S.Ed., 2005.

Carol Crosby, Clinical Assistant Professor of Nursing (2009) B.S.n., Indiana University, 1969; M.S.N., 1978.

Mark A. Crouch, Associate Professor and Coordinator of Labor Studies (1980) B.A., Emporia State University, 1972; M.A., University of Iowa, 1980.

Gerald L. Curd, Associate Director of Financial Aid (2001) B.S., Northern Arizona University (1989).

Robert G. Curia, Assistant Professor of Construction Engineering Technology (2009) A.A., El Camino College, 1981; B.S., California State University, 1982; M.S.C.E., 1983.

John C. Dahl Jr., Associate Vice Chancellor for Institutional Research (1980) B.S., Indiana University, 1970; M.S.Ed., 1972; Ed.D., 1982.

Vickie E. Dahl, Assistant Director of Financial Aid (1980) B.A., Indiana University, 1978; M.L.S., 1994.

Jonathan M. Dalby, Associate Professor of Audiology* (2003) B.A., Utah State University, 1971; M.A., University of Utah, 1974; A.M., Indiana University, 1979; Ph.D., 1984.

Roy Danielian, Associate Director of Admissions (2009)

Jane E. Dannhausen, Clinical Assistant Professor of Nursing* (2004) B.S.N., Purdue University, 1977; M.A., Indiana University, 1984; M.S.N., University of Saint Francis, 2003.

Benjamin F. Dattilo, Assistant Professor of Geology (2007) B.S., Brigham Young University, 1986; M.S., 1988; Ph.D., University of Cincinnati, 1994.

Philip C. Davich, Manager of Accounting Services and Coordinator of Fiscal Systems (1990) B.S.P.A., Indiana University, 1990.

Haig David-West, Professor and Chair of Visual Communication & Design (2008) B.A., Ahmadu Bello University, Nigeria, 1970; M.A., University of Wisconsin, 1971; Ph.D., New York University, 1976.

Diane J. Davis, Assistant Professor Emerita of Accounting B.S., Ball State University, 1959; M.S., Saint Francis College, 1970; C.P.A. (Indiana).

Jeffery W. Davis, Chief of Police (1996) A.S., Indiana University, 2003.

Stanley W. Davis, Professor and Chair of Accounting and Finance (2000) B.S.B.A., Tri-State University, 1972; Ph.D., The Pennsylvania State University, 1984; CPA (Indiana).

Susan M. De Chant, SIS Business Analyst (1993) A.A.S., Jackson Community College, 1981; B.A., Michigan State University, 1984; M.A., Eastern Michigan University, 1992.

Lenore E. DeFonso, Assistant Professor Emerita of Psychology* B.A., The Pennsylvania State University, 1963; Ph.D., Indiana University, 1973.

Karol A. Dehr, Continuing Lecturer in English and Linguistics and Appleseed Writing Center Director (2000) B.S., Indiana University, 1982; B.A, 1982; M.A.T., 1985.

Pamela S. DeKoninck, Continuing Lecturer in Nursing (2003) BS., Purdue University, 1999; M.S.N., Ball State University, 2002.

Mark A. DeLancey, Assistant Professor of Theatre and Technical Director/Lighting and Scenic Design (2008) B.S., Texas Woman's University, 1996; M.F.A., University of Alabama, 1999.

Kim R. De Leon, SIS Business Analyst (1993) A.A.G.S., Indiana University, 2001; B.G.S., 2005.

Joseph C. DeMay, Assistant Women's Soccer Coach (2007) B.S., Youngstown State University, 2001.

William R. DeMott, Professor of Biology* (1986) B.A., College of Wooster, 1970; M.S., The Ohio State University, 1976; Ph.D., Dartmouth College, 1981.

Yihao Deng, Assistant Professor of Statistics* (2006) B.S., Dongbei University of Finance and Economics, China, 1998; M.S., Dalian University of Technology, China, 2001; M.S., Old Dominion University, 2004; Ph.D., 2006.

Lauren D. DenHartog, Manager of Campus Safety (1976)

Elmer D. Denman, Photographer (1980) Certificate, Ohio Institute of Photography, 1973; Certificate, New York Institute of Photography, 1973; B.A., The Ohio State University, 1977.

O. Richard Detraz, Professor Emeritus of Electrical Engineering Technology B.S.E.E., Purdue University, 1958; M.S.E.E., 1960; PE (Indiana).

Augusto De Venanzi, Professor of Sociology and Graduate Program Director (2005) B.A., University of Kent (UK), 1974; Ph.D., 1981.

Shree S. Dhawale, Associate Professor of Biology* (1989) B.Sc., University of Nagpur (India), 1963; M.Sc., University of Saugor (India), 1965; M.S., The Ohio State University, 1981; Ph.D., 1984.

Hui Di, Assistant Professor of Finance (2008) B.A., Tianjin Foreign Studies University, 1999; M.B.A., Louisiana Tech University, 2003; D.B.A, 2008.

Jeannie D. DiClementi, Associate Professor of Psychology and Assistant Faculty Athletic Representative* (2001) B.A., University of Colorado, 1984; M.A., 1986; Psy.D., University of Denver, 1993.

David A. Dilts, Professor of Labor Relations and Economics and Chair of Economics** (1987) B.S., Ball State University, 1974; M.A., 1975; Ph.D., Indiana University, 1978.

Suining Ding, Associate Professor of Interior Design* (2003) B.A., Southwest University, 1986; M.A., The Ohio State University, 1994.

Adam D. Dircksen, Continuing Lecturer in Communication (2000) B.A., Purdue University, 2000; M.A., 2002.

M. Ann Dirkes, Professor Emerita of Education B.S., Siena Heights College, 1955; M.A., University of Detroit, 1962; Ed.D., Wayne State University, 1974.

Quinton H. Dixie, Associate Professor of Religious Studies (2003) B.A., Michigan State University, 1989; M.A., Union Theological Seminary, 1993; Ph.D., 1999.

Collen Dixon, Business Manager for Development (2009)

Marcia D. Dixson, Associate Professor and Chair of Communication* (1993) B.S., Northeast Missouri State University, 1979; M.A., 1983; Ph.D., University of Iowa, 1993.

Susan J. Domer, Marketing and Public Relations Specialist for the School of Visual and Performing Arts (1998) A.G.S., Indiana University, 1998; B.G.S., 2005.

Julie Dominguez, Assistant to the Equal Opportunity and Affirmative Action Officer (2009) B.S., Indiana University, 2009.

Carol C. Dostal, Director of Outreach Programs for Engineering, Technology, and Computer Science (2002) B.S.Ed., University of Wisconsin, 1976; M.S., Northern Illinois University, 1991.

Terrence E. Dougherty, Senior Application Developer (2001) B.S.Ed., Indiana University, 1972.

Christopher D. Douse, Assistant Director of Diversity and Multicultural Affairs (2002) B.A., Purdue University, 1997; M.A., Indiana Wesleyan University, 2001.

Andrew M. Downs, Assistant Professor of Political Science and Director of the Mike Downs Center for Indiana Politics (2002) B.A., Indiana University, 1991; M.A., Ball State University, 1992; M.P.A., Indiana University, 1993; Ph.D., University of Notre Dame, 2004.

Peter D. Dragnev, Associate Professor of Mathematical Sciences* (1997) B.S., Sofia State University, 1987; M.S., 1989; Ph.D., University of South Florida, 1997.

Michelle A. Drouin, Assistant Professor of Psychology* (2005) B.A., Cornell University, 1996; Ph.D., University of Oxford, St. Halda's College, 2004.

Carl N. Drummond Jr., Professor of Geology and Dean, College of Arts and Sciences (1994) B.S., James Madison University, 1988; M.S., University of Michigan, 1991; Ph.D., 1994.

Catherine A. Duchovic, Associate Director of the Northeast Indiana Area Health Education Center (2006) B.A., Indiana University, 1975; A.S., Purdue University, 1982; B.S., 1987.

Ronald J. Duchovic, Associate Professor of Chemistry* (1990) B.S., University of Notre Dame, 1973; M.S., University of Michigan, 1975; Ph.D., Wayne State University, 1984.

Catherine D. Dunmire, Television Production Coordinator (1985) B.A., Saint Francis College, 1977.

Barry M. Dupen, Associate Professor of Mechanical Engineering Technology* (2003) B.S., University of Connecticut, 1987; M.S., 1989; Ph.D., 1994.

Mystee N. Eagleson, Research Analyst, Institutional Research and Analysis (2003) B.S., Purdue University, 2001.

Patricia A. Eber, Continuing Lecturer and Interim Chair of Human Services (1983) A.S., Purdue University, 1981; B.A., 1981; M.S.Ed., Indiana University, 2004

Sharon K. Egly, Continuing Lecturer in Audiology and Speech Sciences (2001) B.S., Purdue University, 1990; M.A.T., Indiana University, 1992.

Barbara J. Ehle, Associate Director of Center for Academic Support and Advancement, Individual Support Services (1990) B.S., Purdue University, 1967; M.A., Indiana University, 1970.

Judith A. Eichenauer, Professor Emerita of Nursing B.S., Indiana University, 1965; M.S.N., 1966.

Jean Eisaman, Project Manager, Office of Engagement (2008) B.S., Indiana Institute of Technology, 2001.

Richard Elaver, Assistant Professor of Visual Art (2006) B.S., University of Wisconsin, 2000; M.F.A., Cranbrook Academy of Art, 2005.

Jeffrey Eley, Supervisor of End-User Support, Information Technology Services (1990)

Maria Elias, Assistant Professor of Public and Environmental Affairs (2008), B.A., National University of South Argentina, 2000; M.A., The University of Akron, 2003; Ph.D., 2008.

Cynthia M. Elick, Director of Purchasing and Support Services (1981) A.A.S., Purdue University, 1986; B.S., 1993; M.L.S., Indiana University, 2000.

Norma J. Endersby, Director of Marketing for University Relations and Communications (2007) B.G.S., Indiana University, 1994.

David W. Erbach, Professor Emeritus of Computer Science* B.A., University of Nebraska, 1969; Ph.D., Cambridge University, (UK), 1977.

Patricia A. Erdman, Professor Emerita of Nursing B.S.N., Ohio Dominican College, 1958; M.A., Ball State University, 1976.

Christine K. Erickson, Associate Professor of History (1999) B.A., University of Montana, 1988; M.A., 1991; Ph.D., University of California, 1999.

Karen L. Ericson, Assistant Professor of Chemistry* (1998) B.S., Indiana University, 1977; B.S., Purdue University, 1990; Ph.D., The Ohio State University, 1998.

Abdullah Eroglu, Assistant Professor of Electrical Engineering (2008) B.S., University of Gaziantep, Turkey, 1996; M.S., Syracuse University, 1999; Ph.D., 2004.

Glenda K. Ervins, Coordinator for 21st Century Scholars (2005) B.A., Indiana University, 1984.

David L. Fairchild, Professor Emeritus of Philosophy B.A., Purdue University, 1968; M.A., Northwestern University, 1970; Ph.D., 1972.

James O. Farlow Jr., Professor of Geology* (1982) B.A., Indiana University, 1972; M.Phil., Yale University, 1974; Ph.D., 1980.

Peggy Farlow, Continuing Lecturer in Music (2008) B.S., Ball State University, 1980; M.S., 1983; B.S., Indiana University, 1999.

Rodney Farnsworth, Professor of English** (1983) B.A., University of Arkansas, 1970; M.A., Indiana University, 1975; Ph.D., 1980.

Patricia A. Farrell, Director of Research and Support Services (1983) B.G.S., Indiana University, 1985; M.L.S., 1998.

Mohammed K. Fazel, Professor Emeritus of Psychology B.A., University of Bombay, 1959; M.S., Utah State University, 1967; Ph.D., 1968.

Hanzhang Fei, Faculty Computer Specialist (2002) B.A., Shanghai International Studies University, 1983; M.A., University of Arizona, 1993.

Lynette L. Felber, Professor Emerita of English B.A. (English), Humboldt State University, 1975; B.A. (French), 1978; M.A., 1977; Ph.D., University of Wisconsin, 1987.

David Fern, Head Men's Golf Coach, Athletics (2008) B.S., Washington State University, 2007.

Brian L. Fife, Professor of Public and Environmental Affairs and Graduate Program Director** (1996) B.A., University of Maine, 1985; M.A., State University of New York, 1986; Ph.D., 1990.

Dane J. Fife, Head Men's Basketball Coach (2005) B.S., Indiana University, 2002; M.A., 2005.

Norma J. Fincher, Professor Emerita of Nursing Diploma, Good Samaritan School of Nursing, 1948; B.S.N., Indiana University, 1969; M.S., Purdue University, 1974.

Arthur A. Finco, Professor Emeritus of Mathematics Education A.S., Ely Junior College, 1951; B.A., St. Cloud State University, 1953; M.A., University of Northern Iowa, 1959; Ph.D., Purdue University, 1966.

Linda M. Finke, Professor of Nursing and Dean, College of Health and Human Services* (2006) B.S., Indiana University, 1966; M.S., University of Cincinnati, 1978; Ph.D., Miami University, 1985.

Bernd J. Fischer, Professor and Chair of History** (1993) B.A., University of California, 1973; M.A., 1975; Ph.D., 1982.

John L. Fitzgerald, Supervisor AV Technology Services (1981) B.G.S., Indiana University, 1991.

Damian J. Fleming, Assistant Professor of English (2008) B.A., Fordham University, 1998; M.A. University of Toronto, 2000; Ph.D., 2006.

Stephanie S. Flinn, Environmental Health and Safety Manager (2007) B.S., Ball State University, 1995.

Stephen N. Florio, Assistant Women's Volleyball Coach (2003) A.A., Nassau Community College, 1995; B.S., University of Saint Francis, 1998; M.S., Dowling College, 2002.

John J. Flynn Jr., Professor Emeritus of Chemistry B.A., Western State College of Colorado, 1953; M.S., Oklahoma State University, 1955; Ph.D., Purdue University, 1961.

Pauline T. Flynn, Professor Emerita of Audiology and Speech Sciences B.A., Paterson State College, 1963; M.A., Seton Hall University, 1966; Ph.D., University of Kansas, 1970.

Elaine S. Foley, Clinical Associate Professor of Dental Education** (1980) A.S., Indiana University, 1968; B.S.Ed., 1980; M.S.Ed., 1982.

P. Kay Folks, Administrative Assistant to the Chancellor (2003)

Karen M. Forbess, Immigrations and Compensation Assistant (1993)

Linda C. Fox, Associate Professor Emerita of Spanish** B.A., Rutgers University, 1965; M.A., Indiana University, 1967; Ph.D., University of Wisconsin, 1974.

Bruce A. Franke, Assistant Professor of Civil Engineering Technology (1977) A.A.S., Purdue University, 1972; B.S., 1973; M.P.A., Indiana University, 1983.

Mark A. Franke, Associate Vice Chancellor for Enrollment Management (1977) B.S.B., Indiana University, 1973; M.S.B.A., 1984; M.B.A., 1991.

Alice M. Franz, Professor Emerita of Nursing B.S., Purdue University, 1975; M.S.N., Ball State University, 1980.

Michael E. Fraser, Network Systems Programmer (2005) A.S., Purdue University, 2005; B.S., 2006.

William G. Frederick, Professor Emeritus of Mathematical Sciences* A.B., Indiana University, 1966; M.S., Purdue University, 1974; Ph.D., 1980.

Blix A. Fredrick, Operations Supervisor for Walb Union (1982)

Kevin R. Fredrick, LITS Systems Administrator (1998)

Wade Fredrick, Director of Community Outreach and Assistant Professor of Technology Emeritus A.B., Wabash College, 1954; M.A., Ball State University, 1958.

Opal A. Freiburger, Professor Emerita of Nursing (1990) A.A.S., Purdue University, 1972; B.S., 1977; M.A., Ball State University, 1982; Ed.D., International Graduate School (St. Louis), 1988.

Arthur W. Friedel, Professor Emeritus of Chemistry* B.S., University of Pittsburgh, 1959; M.Ed., 1963; Ph.D., The Ohio State University, 1968.

Lawrence S. Friedman, Professor Emeritus of English B.A., University of Missouri, 1958; M.A., University of Michigan, 1959; Ph.D., University of Iowa, 1966.

Ronald S. Friedman, Professor and Chair of Chemistry* (1991) B.S., University of Virginia, 1984; A.M., Harvard University, 1986; Ph.D., 1989.

Michael R. Fruchey, Head Cross Country/Track Coach and Continuing Lecturer in Civil and Architectural Engineering Technology (2004) B.S., Taylor University, 1991; M.A., Ball State University, 1993.

Marietta Frye, Academic Advisor, Mastodon Advising Center (2008) B.S., Higher School of Business of Tarnow, Poland, 2003; B.A., Indiana University, 2004; M.A., 2007.

Betty L. Funck, Professor Emerita of Nursing Diploma, St. Joseph School of Nursing, 1950; B.S., Indiana University, 1960; M.S., Saint Francis College, 1967.

James D. Gabbard, Continuing Lecturer in Visual Communication and Design (2006) B.A., Indiana University, 1985.

Christopher M. Ganz, Associate Professor of Visual Arts (2002) B.F.A., University of Missouri, 1995; M.F.A., Indiana University, 2001.

Hector Garcia, Professor Emeritus of Fine Arts B.F.A., Herron School of Art, 1957; M.F.A., Indiana University, 1966.

Judith S. Garrison, Assistant Librarian (2004) B.S., Indiana University, 2002; M.L.S., 2003.

Sara Garcia, Director of Student Housing (2006) B.A., Northern Illinois University, 1999; M.S.Ed., University of Nebraska, 2001.

F. Patrick Garvey, Clinical Assistant Professor of Education (2002) M.A., Butler University, 1969; M.S., 1970; Ed.D., Ball State University, 1981.

Benton E. Gates III, Continuing Lecturer in History (2000) B.A., College of William and Mary, 1979; M.A., University of Tennessee, 1989; Ph.D., 1997.

Harry W. Gates, Professor Emeritus of Electrical Engineering Technology B.S., University of New Mexico, 1948; M.S.E.E., 1949.

Karen L. Geary, Senior Programmer Analyst (1996) A.A.S., Purdue University, 1993; B.S., 1997.

Daniel L. Gebhart, Comptroller (2006) B.S., Indiana University, 1978; M.B.A., 1989.

Steven K. George, Business Manager for Physical Plant (2007) B.S., Indiana University; M.B.A., 2005.

Henry F. Gerdom, Professor Emeritus of Manufacturing Technology B.S., Purdue University, 1951; M.S., 1953.

William M. Gernon II, Head Men's Baseball Coach and Assistant to the Athletic Director (1996) A.A., Indiana University, 1991; B.G.S., 1991; B.S.Ed, 1998.

Joshua R. Gerow, Professor Emeritus of Psychology B.A., University of Buffalo, 1963; Ph.D., University of Tennessee, 1967.

Helen E. Gibbons, Associate Professor Emerita of Business Administration B.S., Villa Maria College, 1951; M.Ed., University of Pittsburgh, 1954; Ed.D., Indiana University, 1960.

Raymond F. Gildner, Continuing Lecturer in Geosciences (2008) B.S., University of Minnesota, 1981; Ph.D., Cornell University, 1990.

Robert B. Gillespie, Associate Professor of Biology* (1991) B.S., Stockton State University, 1976; M.S., University of Akron, 1981; Ph.D., The Ohio State University, 1985.

Deborah A. Godwin-Starks, Continuing Lecturer in Communication (2003) B.A., Purdue University, 1987; M.B.A., Indiana Wesleyan University, 1990.

Gerad Good, Second Assistant Basketball Coach (2007) B.S., Manchester College, 1995.

Dana A. Goodman, Associate Professor of Visual Arts and Chair of Fine Arts (1997) A.A., Indiana Hills College, 1985; B.F.A., University of Iowa, 1988; M.B.A., Indiana Wesleyan University, 1990; M.F.A., Ohio University, 1991; M.A., 1991.

Scot Goskowicz, Business Advisor, Northeast Indiana Small Business Development Center (2008) B.A., Wesleyan University, 1999.

Katrina L. Grady, Benefits Administrator (2004) B.S., Indiana Institute of Technology, 2004.

Jane A. Grant, Associate Professor and Chair, Public and Environmental Affairs* (1984) B.A., Brooklyn College, 1971; M.A., University of California, 1973; Ph.D., 1981.

Jennifer K. Green, Assistant Women's Basketball Coach (2006) B.S., Purdue University, 2006.

Angela R. Gregg, Project Director of Upward Bound (2003) B.S.C., Purdue University, 1995; M.B.A., Indiana Institute of Technology, 2002.

Cynthia S. Greider, Continuing Lecturer in Music (2007) B.M., Indiana University,1982; M.M., Cleveland Institute of Music, 1986; A.D., 1988.

Larry W. Griffin, Associate Librarian Emeritus B.A., University of Evansville, 1964; M.A., University of Kentucky, 1965; M.L.S., Indiana University, 1970.

Brenda H. Groff, Continuing Lecturer in Organizational Leadership and Supervision (1989) A.A.S., The Ohio State University, 1982; B.S., Bowling Green State University, 1985; M.Ed., 1988; M.S., Purdue University, 2003.

Katherine Grote, Environmental Health & Safety Specialist, Radiological and Environmental Management (2008) B.S., Purdue University, 2007.

Timothy T. Grove, Associate Professor of Physics* (1998) B.S., Lehigh University, 1986; M.S., University of Connecticut, 1988; Ph.D., 1994.

Xian Chen Gu, Continuing Lecturer in Chinese (2009) M.A., Shanghai Normal University, China, 1993.

Cigdem Z. Gurgur, Assistant Professor of Management (2009) B.S., Middle East Technical University, Turkey, 1994; M.S., Warwick Business School, England, 1995; M.S., Rutgers University, 2001; Ph.D., 2002.

Thomas L. Guthrie, Associate Professor Emeritus of Public and Environmental Affairs B.S., Purdue University, 1962; M.S., 1966; Ph.D., 1970.

Frank C. Guzik, Associate Director of Admissions (1997) B.S., Quincy University, 1974.

Lawrence J. Haber, Associate Professor Emeritus of Economics B.A., St. Joseph's College, 1970; Ph.D., University of North Carolina, 1975.

Iskandar Hack, Associate Professor of Electrical Engineering Technology (1982) Certificate, Indiana Vocational Technical College, 1980; A.A.S., Purdue University, 1982; B.S., 1984; M.S.E., 1989.

James D. Haddock, Associate Professor of Biology* (1972) B.S., Arizona State University, 1965; Ph.D., University of California, 1970.

Peter Hamburger, Professor Emeritus of Mathematical Sciences* M.S., Eotros Lorand University (Hungary), 1968; Ph.D., 1971.

Barry W. Hancock, Professor of Public and Environmental Affairs* (2003) B.S., Oklahoma State University, 1977; M.S., 1980; Ph.D., 1982.

Steven A. Hanke, Assistant Professor of Accounting (2008) B.B.A., University of Wisconsin, 2001; M.P.A., 2002; D.B.A., Louisiana Tech University, 2008.

Susan B. Hannah, Professor of Political Science (1998) B.A., Agnes Scott College, 1964; M.A.T., Harvard University, 1966; Ph.D., Michigan State University, 1972.

Sanna L. Harges, Associate Professor of Nursing (1979) B.S.N., Purdue University, 1979; M.A., Ball State University, 1981.

Rosalie A. Haritun, Associate Professor of Music (1988)** B.Mus.Ed., Baldwin-Wallace Conservatory, 1960; M.S., University of Illinois, 1961; Ed.D., Columbia University, 1968.

Marilyn D. Harp, Associate Professor Emerita of Office Administration B.S., Taylor University, 1960; M.S., Indiana University, 1963.

Michael L. Harper, Assistant Men and Women's Soccer Coach (1998) B.G.S., Indiana University, 1998.

H. Jay Harris, Director of Physical Plant (2007) B.S., Purdue University, 1971.

Stephen C. Harroff, Professor Emeritus of Germanic Languages A.B., Manchester College, 1964; M.A., Indiana University, 1966; Ph.D., 1972.

Kelley J. Hartley, Head Women's Volleyball Coach and Senior Woman Administrator (1999) B.A., University of Toledo, 1991; B.S., Bowling Green State University, 1993.

Amy J. Hartman, Nursing Practitioner Clinic Director Family Health Clinic, Health and Human Services (2008) B.S., Ball State University, 1998; M.S., Indiana Wesleyan University, 2004.

Sally J. Hartman, Clinical Assistant Professor of Nursing* (1998) A.D.N., Purdue University, 1973; B.S.N., 1985; M.S.N., Indiana University, 1997.

Marvin C. Haugk, Senior Programmer Analyst (2001) A.S., Indiana Vocational Technical College, 1985.

James A. Haw, Professor Emeritus of History* B.A., Louisiana State University, 1967; Ph.D., University of Virginia, 1972.

Dane Hawley, Editorial Assistant (2006) A.S., Vincennes University, 1992; B.S.Ed., Northern Arizona University, 1995; A.S., Vincennes University, 2004.

Robert W. Hawley, Professor Emeritus of Mental Health Technology B.S., College of William and Mary, 1953; M.S.W., Our Lady of the Lake College, 1960.

Bradley K. Heath, Superintendent of Building Services (2007) B.S., Indiana University, 1982.

Luann Heath, Buyer, Purchasing and Support Services (2005) B.S., Brigham Young University, 1976; B.B.A., Kennesaw State University, 1986.

Timothy P. Heffron, Associate Athletic Director/Business Administrator (1993) B.A., Purdue University, 1991.

James H. Henderson, Superintendent of Operations and Maintenance (1981) A.A.S., Purdue University, 1990.

Arthur W. Herbig, Instructor in Media Production (2010) B.A., Loyola Marymount University, 2000; M.A., Saint Louis University, 2004.

Maria L. Herrera, Assistant Director of Admissions (2007) B.A., DePauw University, 2004.

James R. Hersberger, Professor of Mathematical Sciences* (1981) A.B., Earlham College, 1975; M.S., Purdue University, 1977; Ph.D., 1983.

Jennifer L. Hess, Operations Assistant, Accounting Services (2006) A.S.A.B., Indiana Institute of Technology, 2000.

Lucille J. Hess, Associate Professor and Chair of Communication Sciences and Disorders (1979) B.S., Western Michigan University, 1966; M.A., 1968; Ph.D., Indiana University, 1984.

M. Gail Hickey, Professor of Education (1988) B.S., Lee College, 1978; M.S., University of Tennessee, 1983; Ed.D., 1986.

Rachel E. Hile, Assistant Professor of English (2006) B.A., University of Kansas, 1993; M.A., 1995; Ph.D., 2004.

Barbara A. Hill, Professor Emerita of Nursing Diploma, Indianapolis Methodist Hospital School of Nursing, 1954; B.S., Indiana University, 1959; M.S., Purdue University, 1974; Ed.D., Ball State University, 1982; M.A., Ball State University, 1987.

Craig A. Hill, Associate Professor of Psychology* (1991) A.A., Hutchinson Community Junior College, 1974; B.A., University of Kansas, 1976; Ph.D., University of Texas, 1984.

Richard E. Hill, Associate Professor Emeritus of Business Administration A.B., Indiana University, 1955; M.B.A., 1956; Ph.D., Purdue University, 1970.

Cheryl S. Hine, Associate Registrar (2006) B.S., Purdue University, 1974; D.C., Southern California University of Health Sciences, 1987.

Jonathan Hilpert, Assistant Professor of Education (2008) B.A., Pepperdine University, 2000; M.A., Arizona State University, 2007; Ph.D., 2008.

Linda M. Hite, Professor of Organizational Leadership and Supervision and Graduate Program Director* (1990) B.A., Mount Union College, 1974; M.Ed., Kent State University, 1976; Ed.S., 1976; Ph.D., Purdue University, 1983.

Kellie L. Hockemeyer, Web/Data Specialist for the Division of Continuing Studies (2007) B.A., Purdue University, 2001.

Sherrill M. Hockemeyer, Associate Professor Emerita of Business Administration B.S., Indiana University, 1960; M.S., Indiana State University, 1967.

Alison K. Hoff, Academic Advisor in Mastodon Advising Center and Coordinator for National Student Exchange (2001) B.S., Indiana University, 1995; M.A., Ball State University, 1998.

Donna D. Holland, Assistant Professor of Sociology (2003) B.A., Ohio Northern University, 1988; M.A., University of Toledo, 1999; Ph.D., Bowling Green State University, 2005.

Elvis J. Holt, Professor Emeritus of Biology A.S., Dixie Junior College, 1957; B.S., Brigham Young University, 1961; M.S., 1964; Ph.D., Purdue University, 1969.

Julie Fellers Hook, Director of General Studies (1979) B.S.Ed., Drake University, 1976; M.S.Ed., 1977; Ed.D., Indiana University, 1990.

Jennifer Horrom, Buyer and Property Management Administrator, Purchasing and Support Services (2008) A.A.S., Purdue University, 1996; B.S., 1997.

Gerald L. Houseman, Professor Emeritus of Political Science B.A., California State University, 1965; M.A., 1967; Ph.D., University of Illinois, 1971.

John Hrehov, Professor of Fine Arts** (1989) B.F.A., Cleveland Institute of Art, 1981; M.F.A., University of Illinois, 1985.

Garien Hudson, Assistant Director for Multicultural Outreach and Recruitment in Admissions (2009)

Debrah L. Huffman, Associate Professor of English (2006) B.A., University of Missouri, 1989; M.A., 1999, Ph.D, Purdue University, 2007.

Maxine M. Huffman, Associate Professor Emerita of Education B.S., Saint Francis College, 1962; M.S., 1966; Ed.D., Ball State University, 1971.

Beverly A. Hume, Associate Professor of English** (1987) A.A., Shasta College, 1971; B.A., California State University, 1973; M.A., 1975; Ph.D., University of California, 1983.

Craig A. Humphrey, Associate Professor of Theatre* (1991) B.F.A., Indiana University of Pennsylvania, 1983; M.F.A., University of Massachusetts, 1987.

Willard D. Hunsberger, Librarian Emeritus A.B., Goshen College, 1950; M.Ed., Temple University, 1955; A.M., Florida State University, 1959.

Gloria H. Huxoll, Assistant Professor Emerita of Dental Auxiliary Education Certificate, Indiana University, 1952; B.S.Ed., 1974.

Peter Iadicola, Professor and Chair of Sociology** (1979) B.A., St. John's University, 1974; M.A., University of California, 1976; Ph.D., 1979.

Carol B. Isaacs, Director of Admissions (1981) B.A., Huntington College, 1971; M.S.Ed., Indiana University, 1984.

Beth Iserman, Assistant Director of Distance Learning, Division of Continuing Studies (2010) B.A., University of Chicago, 1996; M.F.A. Pratt Institute, 2000; M.B.A., Keller Graduate School of Management, 2009.

Edna O. Isiorho, K-12 Outreach Coordinator, Northeast Indiana Area Health Education Center, Health and Human Services (2007) B.A., Notre Dame College of Ohio, 1984; M.S.Ed., Indiana University, 1996; B.S., University of Saint Francis, 1998; M.S.N., 2006.

Solomon A. Isiorho, Professor and Chair of Geosciences*** (1987) B.Sc., University of Benin (Nigeria), 1977; M.S., University of Michigan, 1982; Ph.D., Case Western Reserve University, 1987.

Daysha T. Jackson, First Year Experience Program Coordinator (2005) B.S., Purdue University, 2005.

Diana L. Jackson, Senior Business Manager - Comptroller (1988) B.S., Purdue University, 1983.

Jay W. Jackson, Associate Professor of Psychology* (1998) B.S., Purdue University, 1989; Ph.D., 1995.

Nancy A. Jackson, Assistant Professor of Music and Director of Music Therapy (2005) B.F.A., University of Wisconsin, 1992; M.M.T., Temple University, 2004.

Kenneth X. Jaeger, Web Developer (2004) A.A.S., Joliet Junior College, 1994; B.S., University of Saint Francis, 1996.

Anthony M. Jasick, Assistant Men's Basketball Coach (2005) A.A.S., Muskegon Community College, 1998; B.S., Mars Hill College, 2000; M.Ed., Lincoln Memorial University, 2002.

Fred F. Jehle, Professor Emeritus of Spanish B.A., St. Benedict's College, 1962; M.A., Catholic University of America, 1969; Ph.D., 1970.

Rebecca S. Jensen, Assistant Professor of Nursing and Director of Simulation and Research* (2001) B.S., Purdue University, 1992; M.S., 1999.

Yuan Jiang, Assistant Professor of Organizational Leadership and Supervision (2009) B.A., Sun Yat-Son University, China, 1996; M.A., 2001; M.S., Rutgers University, 2006; Ph.D., 2009.

Kenneth R. Johnson, Professor Emeritus of Mechanical Engineering B.S.M.E., Duke University, 1952; M.S.M.E., Northwestern University, 1960; Ph.D., University of Illinois, 1971.

Kenneth W. Johnson, Continuing Lecturer in Music (2007) B.M., Berklee College of Music, 1975; M.A., University of Denver, 1981; D.M.A., University of Colorado, 1999.

Richard L. Johnson, Professor Emeritus of Germanic Languages B.A., University of Kansas, 1964; Ph.D., Harvard University, 1968.

Shannon Johnson, Assistant Librarian Reference and Information Services (2009) B.A., Indiana University, 2004; M.L.S., 2006.

Margaret L. Jones, Assistant Director of Behavioral Health (2006) A.A.S., Purdue University, 1972; A.A.S., 1978; B.A., Indiana University, 1986; M.S.W., 1988.

Rhonda R. Jones, Clinic Nurse, Family Health Clinic, Health and Human Services (2007) A.S.N., University of Saint Francis, 2002; B.S.N., Indiana Wesleyan University, 2006.

Janet S. Jordan, Director of the Curriculum Laboratory (1975) B.A., Boston University, 1968; M.S., Florida State University, 1972.

Mark A. Jordan, Associate Professor of Biology* (2003) B.A., Luther College, 1992; M.S., University of New Mexico, 1994; Ph.D., 1999.

Gregory D. Justice, Construction Project Manager (1993) B.L.A., Ball State University, 1991.

Daren H. Kaiser, Associate Professor of Psychology* (2003) B.S., Western Illinois University, 1991; M.A., University of Kentucky, 1994; Ph.D., 2000.

George W. Kalamaras, Professor of English (1990) B.S.B., Indiana University, 1980; M.A., Colorado State University, 1982; Ph.D., State University of New York, 1990.

Bongsu Kang, Associate Professor of Mechanical Engineering* (2000) B.S., Yonsei University, Seoul, Korea, 1988; M.S., Wayne State University, 1996; Ph.D., 2000.

Barry Kanpol, Professor of Education, Dean, School of Education and Director, Division of Public and Environmental Affairs (2003) B.A., Tel Aviv University, 1981; M.A., The Ohio State University, 1984; Ph.D., 1987.

Gokhan M. Karaatli, Assistant Professor of Marketing (2006) B.S., Uludag University, Turkey, 1992; M.B.A., Fairleigh Dickinson University, 1996; Ph.D., Rensselaer Polytechnic Institute, 2002.

Ahmad R. Karim, Professor of Business (1985) B.A., University of Dhaka, 1970; M.B.A., Armstrong College, 1974; Ph.D., University of Iowa, 1981.

Beth L. Kaskel, Associate Professor of Nursing* (2006) B.S., Marietta College, 1987; N.D., Case Western Reserve University, 1990.

John Kaufeld, Marketing Specialist in University Relations and Communication (2009)

Kent Kauffman, Assistant Professor of Business Law (2009)** B.A., Temple University, 1985; J.D., The Dickinson School of Law, 1992.

Michael E. Kaufmann, Associate Professor of English and Director of Liberal Studies (1987) B.A., Southern Illinois University, 1979; A.M., University of Illinois, 1981; Ph.D., 1986.

Susan J. Keck, Assistant Director of CASA for Technical Support and Assessment (2003) B.A., Concordia Teacher's College, 1973; M.S., Indiana University, 1978.

Kenneth L. Keller, Associate Professor Emeritus of Education B.P.E., Purdue University, 1950; B.S., The Pennsylvania State University, 1954; M.S., Butler University, 1959; Ph.D., Purdue University, 1966.

Michael G. Kelly, Director of Personal and Professional Development for the Division of Continuing Studies (1993) A.B.Ed., University of Michigan, 1993; M.B.A., University of Saint Francis, 2005.

Robert C. Kendall, Professor Emeritus of Construction Technology B.S.C.E., Purdue University, 1947; PE (Indiana, Wisconsin)

Carrie D. Kennedy-Lightsey, **Assistant Professor or Communication (2009)** B.A., St. Edward's University, 2004; M.A., Texas State University, 2005; Ph.D., West Virginia University, 2009.

Sherwin Y. Kepes, Professor Emeritus of Psychology*** B.A., Wayne State University, 1960; M.A., 1962; Ph.D., Michigan State University, 1965.

John R. Kessler, Continuing Lecturer in Economics (2006) B.A., Arizona State University, 2000; M.A., University of Delaware, 2007.

Joseph N. Khamalah, Associate Professor and Chair of Management and Marketing and Graduate Program Director (1999) B.Com., University of Nairobi, 1983; M.B.A., 1985; M.A.S.C., University of Waterloo, Canada, 1993; Ph.D., 1997.

Steve C. Kiebel, Broadcast Engineer and Production Assistant (1987) A.A.S., Valparaiso University, 1969.

Jennifer J. Kieffer, Wellness Program Assistant (2003) B.S., Purdue University, 2002.

Ae-Sook Kim, Assistant Professor of Public and Environmental Affairs (2009) B.P.A., University of Seoul, Korea, 2000; M.P.A., 2002; Ph.D., University of Kentucky, 2009.

Beomjin Kim, Associate Professor of Computer Science* (1999) B.S., Inha University, Korea, 1988; M.S., Illinois Institute of Technology, 1989; Ph.D., 1998.

Il-Hee Kim, Assistant Professor of Education (2007) B.A., Yonsei University, Korea, 1994; M.A., Seoul National University, Korea, 1997; M.A., University of Illinois, 2001; Ph.D., 2008.

Myeong Hwan Kim, Assistant Professor of Economics (2008) B.A., Konkuk University, Korea, 1993; M.A., 1997; M.A., Ohio University, 2000; Ph.D., Claremont Graduate University, 2006.

Margaret G. Kimble, Instructor in Chemistry (1988) B.S., Purdue University, 1973.

Billy King, Head Men's Golf Coach, Athletics (2009)

Bruce A. Kingsbury, Professor and Chair of Biology and Director, Center for Reptile and Amphibian Conservation and Management* (1992) B.A., Pomona College, 1981; M.S., San Diego State University, 1987; Ph.D., University of California, 1991.

Roxanne Kingsbury, Program Coordinator, Division of Continuing Studies (2006) A.S., Indiana University, 1985; B.G.S., 2001

Jack R. Kirby, Associate Professor Emeritus of Education B.Ed., Chicago Teachers College, 1951; M.Ed., DePaul University, 1964; A.M., 1969; Ph.D., University of Illinois, 1969.

Barbara L. Kirkwood, Associate Director of CASA for Group Support Services (1999) A.A., San Bernardino Valley College, 1972; B.A., Brigham Young University, 1974; M.A., George Washington University, 1991.

David Kistler, Manager of Information Technology Infrastructure Services, Information Technology Services (2008) A.A.S., Purdue University, 1984.

Douglas A. Kline, Continuing Lecturer in Anthropology (2007) B.A., Purdue University, 1990; M.A., Ball State University, 1996; Ph.D., University of Edinburgh, 2003.

John B. Knight, Professor of Consumer and Family Sciences (1992) B.A., Michigan State University, 1972; M.B.A., University of Toledo, 1974; Ed.D., University of Massachusetts, 1984.

Robert M. Kostrubanic, Director of Information Technology Services* (1998) B.S., Case Western University, 1964; M.S., 1966.

Henry Kozicki, Professor Emeritus of English B.A., Wayne State University, 1962; M.A., 1963; Ph.D., 1969.

Connie L. Kracher, Associate Professor and Chair of Dental Education and Director of Dental Assisting (1993) Certificate, Indiana University, 1992; B.S.Ed., 1993; M.S.D., 1999.

Dennis L. Krist, Assistant Professor Emeritus of Visual Arts B.F.A., University of Notre Dame, 1965.

Stephanie A. Kromer, Education Specialist (2007) B.S., Huntington College, 1999; M.S., Indiana Wesleyan University, 2004.

Donald S. Kruse, Associate Professor Emeritus of Fine Arts B.S.Ed., Indiana University, 1957.

Matthew Kubik, Associate Professor of Interior Design (1983) B.A., University of Notre Dame, 1973; B.Ar., 1975; Graduate Diploma in Architecture, Architectural Association Graduate School (London), 1977.

Christine L. Kuznar, Associate Director of Mastodon Academic Performance Center (1991) B.S., Pennsylvania State University, 1986; M.S., 1988.

Lawrence A. Kuznar, Professor of Anthropology and Director, Decision Sciences and Theory Institute (1990)** B.A., Pennsylvania State University, 1984; M.A. Northwestern University, 1985; M.S., 1990; Ph.D., 1990.

Carolyn J. Ladd, Compensation and Employment Manager (1987) B.A., Purdue University, 1982; A.A.S., 1983; M.S.Ed., Indiana University, 1993.

John G. LaMaster, Senior Instructor in Mathematical Sciences (1990) B.S., Purdue University, 1986; M.S., 1992.

Joanne B. Lantz, Professor Emerita of Psychological Sciences and Chancellor Emerita of IPFW B.S., University of Indianapolis, 1953; M.S., Indiana University, 1957; Ph.D., Michigan State University, 1969; Honorary Degree, Purdue University, 1994.

Suzanne M. LaVere, Assistant Professor of History (2008) B.A., College of William & Mary, 2002; M.A., Northwestern University, 2003; Ph.D., 2009.

Thomas S. Laverghetta, Professor of Electrical Engineering Technology* (1983) A.A.S., Mohawk Valley Community College, 1965; B.S.E.E., Syracuse University, 1971; M.S.E.E., Purdue University, 1991.

Carol A. Lawton, Professor and Chair of Psychology* (1984) B.A., Bryn Mawr College, 1978; M.A., University of California, 1979; Ph.D., 1983.

Jane M. Leatherman, Associate Professor of Education (2004) B.S., University of Greensboro, 1984; M.Ed., 1986; Ph.D., 1999.

Thomas S. Lecy, Supervisor of Printing Services (1999) A.S., Brooks Institute of Photography, 1973.

Chantelle Lee, Residence Director of Student Housing (2006) B.S., Winona State University, 2004.

Cheu-jey G. Lee, Assistant Professor of Education (2007) B.B.A., University of Mississippi, 1995; M.S., University of Wisconsin, 1997; Ph.D., Indiana University, 2007.

Robert R. Leeper, Professor Emeritus of Computer Science B.S., The Ohio State University, 1950; M.B.S., University of Colorado, 1960.

Wilhemina R. Leeuw, Clinical Assistant Professor of Dental Education (1995) Certificate, Indiana University, 1985; A.S., Purdue University, 1999; B.S., 2005.

Mary Regina Leffers, Professional Associate Professor of Construction and Director of Construction Engineering Technology* (2006) B.A., Purdue University, 1984; Ph.D., 1997.

David A. Legg, Professor and Chair of Mathematical Sciences and Associate Dean, College of Arts and Sciences* (1974) B.S., Purdue University, 1969; M.S., 1970; Ph.D., 1973.

Mary E. Lehto, Assistant Director, Mastodon Advising Center (1986) B.S., Indiana University, 1988; M.S.Ed., 1999.

Stephanie M. Lehto, Assistant Director of Testing Services (2005) B.S., Purdue University, 1998.

Nancy J. Leinbach, Associate Registrar (1999) B.S., Purdue University, 1978; M.P.A., Indiana University, 2008.

Susan K. Leist, Business Manager, Division of Continuing Studies (2006) A.S., International Business College, 1974.

Edwin C. Leonard Jr., Professor Emeritus of Business Administration B.S., Purdue University, 1962; M.S., 1966; Ph.D., 1970.

Lyman Lewis, Assistant to the Director of the MBA Program and Assistant to the Dean for External Affairs, Richard T. Doermer School of Business and Management Sciences (2004) B.S.E.E., Howard University, 1970; M.B.A., Rutgers University, 1977.

Zhongming Liang, Associate Professor of Mechanical Engineering Technology* (1987) B.S., South China Institute of Technology, 1966; M.E., Huazhong Institute of Technology, 1981; M.E., City College of New York, 1982.

Jurgen J. Lichti, Professor Emeritus of Physics B.A., Upland College, 1950; M.S., Purdue University, 1964.

Lidan Lin, Professor of English (2001), B.A., Southwest-China Normal University, 1982; M.A., 1989; M.Ed., University of Exeter, 1992; Ph.D., University of North Texas, 1998.

Paul I-Hai Lin, Professor of Electrical and Computer Engineering Technology and Interim Chair of Manufacturing and Construction Engineering Technology and Interior Design* (1985) B.S.E.E., National Taipei Institute of Technology, 1971; M.S.E.E., Syracuse University, 1984; M.S.C.S., Marist College, 1985.

Carolyn Lindquist, Clinical Assistant Professor of Education (2009) B.A., Manchester College, 1972; M.a., The University of Iowa, 1980; Ed.E., Ball State University, 2000.

David H. Lindquist, Associate Professor of Education (2004) B.S., Indiana University, 1970; M.S.Ed., 1978; Ph.D., 2002.

Bangalore P. Lingaraj, Professor Emeritus of Operations Management B.E., University of Mysore (India), 1961; M.S., Kansas State University, 1964; Ph.D., University of Pittsburgh, 1973.

Donald E. Linn, Professor of Chemistry* (1988) A.B., Indiana University, 1977; M.S., University of Wyoming, 1979; Ph.D., University of Georgia, 1983.

Marc J. Lipman, Professor of Mathematical Sciences (2002) A.B., Lake Forest College, 1971; B.A., 1971; A.M., Dartmouth College, 1973; Ph.D., 1976.

Julie A. Litmer Schwaller, SIS Business Analyst (1984) A.A.S., Purdue University, 1984; A.A.S., 1988; B.S., 1989.

E. Brian Littlefield, Professor Emeritus of Physics B.S., University of Maine, 1953; Ph.D., Massachusetts Institute of Technology, 1961.

David Q. Liu, Associate Professor of Computer Science* (2004) B.S., Nanjing University, China, 1986; M.S., Shanghi Jiao Tong University, China, 1988; M.S., The Ohio State University, 1993; Ph.D., 2003.

Yanfei Liu, Assistant Professor of Electrical and Computer Engineering* (2005) B.S., Shandong Institute of Architecture and Engineering, China, 1996; M.S., Chinese Academy of Science, China, 1999; Ph.D., Clemson University, 2004.

Ann Livschiz, Assistant Professor of History (2005) B.A., University of Chicago, 1997; Ph.D., Stanford University, 2005.

Cynthia B. Lloyd, Instructor in Accounting (2010) B.B.A., University of Miami, 1973; M.B.A., University of Tennessee, 1976; J.D., 1984.

Bernard J. Lohmuller, Director of College Cable Access (1979) A.G.S., Indiana University, 1981; B.G.S., 1984; B.A., Purdue University, 1988.

Linda J. Lolkus, Associate Professor of Consumer and Family Sciences and Director of Nutrition (1985) B.S., University of Nebraska, 1974; M.S., 1979.

Kenneth A. Long, Continuing Lecturer in Philosophy (1981) B.A., Purdue University, 1972; M.A., The Ohio State University, 1981.

Allan L. Longroy, Professor Emeritus of Chemistry A.S., Flint Junior College, 1956; A.B., Flint College, 1958; M.S., University of Michigan, 1961; Ph.D., 1962.

William G. Ludwin, Associate Professor Emeritus of Public and Environmental Affairs B.A., Union College, 1964; M.P.A., Cornell University, 1971; D.P.A., State University of New York, 1976.

Amanda Luers, Assistant Softball Coach (2009) B.A., Marshall University, 2007; M.S.A., Belmont University, 2007.

Brenda L. Lundy, Associate Professor of Psychology* (1999) B.A., University of Toledo, 1987; M.A., 1989; Ph.D., 1992.

Hongli Luo, Assistant Professor of Electrical and Computer Engineering Technology* (2006) B.S., Hunan University, China, 1993; M.S., 1996; Ph.D., University of Miami, 2006.

Wei Luo, Assistant Professor of Communication (2008) B.E., Fuzhou University, China, 1996; B.A., 1996; M.A., University of Utah, 2002; Ph.D., 2007.

James M. Lutz, Professor and Chair of Political Science** (1982) B.A., University of Texas, 1968; M.A., 1970; Ph.D., 1975.

Laura J. Ferguson Lydy, Continuing Lecturer in Music (2002) B.A., Indiana University, 1990; M.M., 1995.

R. Douglas Lyng, Professor Emeritus of Biology B.A., St. Olaf College, 1962; M.A., University of South Dakota, 1963; Ph.D., Southern Illinois University, 1969.

Jun Ma, Assistant Professor of Management and Marketing (2007) B.S., Southwest Jiatong University, China, 1993; M.A., Nanjing University, China, 1999; M.B.A., Indiana University of Pennsylvania, 2000; Ph.D., Kent State University, 2007.

Lowell E. Madden, Professor Emeritus of Education A.B., Indiana University, 1958; M.S., 1960; Ed.D., Ball State University, 1970.

Aly A. Mahmoud, Professor Emeritus of Electrical Engineering* B.S.E.E., Ain-Shams University (Egypt), 1958; M.S.E.E., Purdue University, 1961; Ph.D., 1964.

Jeffrey J. Malanson, Assistant Professor of History (2010) B.A., Clark University, 2003; M.A., 2004.

Irwin A. Mallin, **Associate Professor of Communication* (1999)** B.S., Syracuse University, 1984; J.D., 1987; M.A., 1995; Ph.D., Indiana University, 2001.

David P. Maloney, Professor of Physics* (1987) B.S., University of Louisville, 1968; M.S., Ohio University, 1972; Ph.D., 1975.

Vincent M. Maloney, Associate Professor of Chemistry* (1990) B.S., Rochester Institute of Technology, 1981; Ph.D., The Ohio State University, 1987.

Richard S. Manalis, Associate Professor Emeritus of Biology A.B., University of Washington, 1962; A.M., Indiana University, 1967; Ph.D., 1969.

Ali Mann, Third Assistant Women's Basketball Coach, Athletics (2008) B.S., Bowling Green State University, 2007.

Nancy K. Mann, Clinical Associate Professor of Dental Education (1998) A.S., East Tennessee State University, 1974; B.S., Loyola University of Chicago, 1981; M.S.Ed., Indiana University, 2000.

Maynard J. Mansfield, Professor Emeritus of Computer Science and Dean Emeritus of Engineering, Technology, and Computer Science B.A., Marietta College, 1952; M.S., Purdue University, 1954; Ph.D., 1956; Honorary Degree, Purdue University, 1998.

Dina M. Mansour-Cole, Associate Professor of Organizational Leadership and Supervision* (1995) B.A., University of Michigan,1980; M.B.A., Xavier University, 1986; Ph.D., University of Cincinnati, 1995.

Marilyn S. Marchionni, Graphic Designer for the Division of Continuing Studies (1998) B.F.A., Wayne State University, 1968.

Dennis J. Marshall II, Associate Professor of Civil and Architectural Engineering Technology* (1998) B.Arch., University of Kentucky, 1979; M.Des., Harvard University, 1992.

Jordan M. Marshall, Assistant Professor of Biology (2010) B.S., Ball State University, 2002; M.S., Michigan Technical University, 2004; Ph.D., The University of Tennessee, 2007.

Mark F. Masters, Professor and Chair of Physics* (1993) B.S., Moravian College, 1985; M.S., Lehigh University, 1987; Ph.D., 1990.

Sue T. Mau, Associate Professor of Mathematics Education* (2001) B.S., Purdue University, 1982; M.A.T., Indiana University, 1986; Ph.D., 1992.

David W. Mauritzen, Professor Emeritus of Electrical Engineering* B.S.E.E., Purdue University, 1958; M.S.E.E., 1960; Ph.D., 1972.

Jennifer Lynn Mayhall, Director of Site Based Credit Programs for the Division of Continuing Studies (1999) B.S., Purdue University, 1983; M.S.Ed., Indiana University, 2002.

Provi M. Mayo, Assistant Professor of Chemistry (2007) B.S., University of Puerto Rico, 1994; M.S., Purdue University, 2000; Ph.D., 2004.

Jospeter M. Mbuba, Assistant Professor of Public and Environmental Affairs (2006) B.A., Egerton University, 1992; M.A., University of Nairobi, Kenya, 1997; Ph.D., Louisiana State University, 2004.

Ashley C. McArdle, Assistant Director of Career Services (2006) B.S., St. Mary's College, 1997; M.S.Ed., Indiana University, 2005.

David A. McCants, Professor Emeritus of Communication* B.A., University of Richmond, 1958; M.A., Northwestern University, 1959; Ph.D., 1964.

George S. McClellan, Vice Chancellor for Student Affairs (2007) B.S., Northwestern University, 1982; M.S.Ed., 1998; Ph.D., University of Arizona, 2003.

Joseph P. McCormick, Manager Client Support, Information Technology Services (2006) B.S., Colorado Christian University, 2002; M.A., 2004.

Kenric A. McCrory, Director of Northeast Indiana Small Business Development Center for the Division of Continuing Studies (1997) B.S., Ball State University, 1972; M.P.A., Indiana University, 1975.

Nancy E. McCroskey-Hrehov, Associate Professor of Fine Arts** (1981) B.F.A., Maryland Art Institute, 1976; M.F.A., Indiana University, 1980.

Robert G. McCullough, Director of Archeology Survey (2000) B.A., Indiana University, 1981; M.A., Ball State University, 1991; Ph.D., Southern Illinois University, 2000.

Kimberly S. McDonald, Professor and Chair of Organizational Leadership and Supervision* (1981) B.A., Bowling Green State University, 1979; M.A., University of South Florida, 1981; Ed.D., Ball State University, 1991.

Joseph A. McKenna, Business Manager for the College of Engineering, Technology and Computer Science and College of Health and Human Services (2008) B.S., Ball State University, 1984.

William J. McKinney, Professor of Philosophy and Vice Chancellor for Academic Affairs (2008) B.A., Bucknell University, 1986; B.S., 1986; M.A., Indiana University, 1989; Ph.D., 1992.

Patrick A. McLaughlin, Registrar (1999) B.S., Ball State University, 1984; M.A, 2001.

Karen K. McLellan, Continuing Lecturer in Biology (2003) B.A., University of Toledo, 1982; B.E., 1982; M.S., Indiana University, 1988.

Roseanne C. McLendon, Contract Specialist and Business Manager for the Office of Research & External Support (1992) A.A.S., Purdue University, 1993; B.S., 1996.

Penelope A. McLorg, Continuing Lecturer and Director of Gerontology (2005) B.A., University of Kentucky, 1984; M.A., Southern Illinois University, 1991; Ph.D., 2000.

Sandra L. McMurtrie, Academic Advisor in General Studies (1989) A.A.S., Purdue University, 1992; B.S., 1998.

Michael A. McRobbie, President of Indiana University (2007) B.S., University of Queensland; Australia, Ph.D., Australian National University, 1979.

Sarah A. Merchant, Director of Student Services for Engineering, Technology, and Computer Science (2001) B.S., Indiana Institute of Technology, 1993; M.B.A., 2005.

Rhonda L. Meriwether, Associate Director of Mastodon Advising Center (1991) B.S., Tennessee State University, 1984; M.S., 1990.

Elizabeth A. Merkler, Assistant Registrar Publications (1992)

Alice H. Merz, Associate Professor of Education (2003) B.S., Alma College, 1985; M.A., University of Northern Colorado, 1990; Ph.D., 1999.

Edward E. Messal, Professor Emeritus of Mechanical Engineering Technology B.S., Illinois Institute of Technology, 1959; M.S., 1963; Ph.D., 1970.

Marianne W. Messmann, Coordinator of Academic Ceremonies (1972)

Linda L. Meyer, Professor of Nursing* (1972) B.S.N., The Ohio State University, 1967; M.A., Ball State University, 1980; Ph.D., Purdue University, 1998.

Joseph K. Meyers, Professor Emeritus of Music B.A., University of Kansas, 1954; Diploma, Vienna Academy of Music, 1960; D.Mus.A., University of Missouri, 1972.

Anna Miarka-Grzelak, Director of Marketing for the Division of Continuing Studies (1999) M.A., University of Warsaw, Poland, 1998.

Pamela A. Michalec, Bursar (1972) A.S.S.C., International Business College, 1972.

Sandra L. Michels, Mastodon Advising Center Operations Assistant (2000) A.S., Purdue University, 2002.

Richard E. Miers, Professor Emeritus of Physics* B.S., Wisconsin State College, 1957; M.S., University of Wisconsin, 1961; Ph.D., 1969.

Daniel A. Miller, Assistant Professor of Psychology* (2005) B.S., Ohio State University, 1998; M.S., Purdue University, 2002; Ph.D., 2005.

Darlene J. Miller, Instructional Technologist (1999) A.F.A., Institute of American Indian Art, 1994; B.F.A., Indiana University, 1999.

Geralyn M. Miller, Associate Professor of Management and Marketing and Director of Research in the Institute for Pension Plan Management (2000) B.A., Loyola University, 1975; M.A., DePaul University, 1990; Ph.D., University of Illinois, 1998.

Susan D. Minke, Continuing Lecturer in Accounting (2001) B.B.A., Western Michigan University, 1977; M.B.A., 1980.

John S. Minton, Professor of Folklore (1990)** B.A., Stephen F. Austin State University, 1978; M.A., 1983; Ph.D., University of Texas, 1990.

Sydney L. Miracle, Nursing Academic Advisor (2007) B.A., Miami University of Ohio, 2003; M.S.Ed., Indiana University, 2007.

Aaron P. Mitchell, Assistant Professor of Music and Director of Choral Studies (2010) B.M., Brigham young University, 2000; M.M. Temple University, 2004; D.M.A., University of Cincinnati, 2009.

John D. Mitchell, Manager Support Services/Mechanical (2005) A.S., Purdue University, 1994; A.S., 2000.

Robert D. Mitchell, Web Developer (2004) B.S., Case Western Reserve University, 1986; M.S., University of Washington, 1989; M.Div., Nazarene Theological Seminary, 1999.

Thelma L. Mitchell, Associate Professor Emerita of Accounting B.S., Manchester College, 1951; M.S., Ball State University, 1969; C.P.A. (Indiana).

Kenneth L. Modesitt, Professor Emeritus of Computer Science* B.S., University of Illinois, 1967; M.S., Stanford University, 1965; M.S., Carnegie-Mellon University, 1967; Ph.D., Washington State University, 1972.

Max U. Montesino, Associate Professor of Organizational Leadership and Supervision* (1995) B.S., Dominican College of Professional Studies, Santo Domingo, 1988; P.G.D., Santo Domingo Institute of Technology, 1989; M.D.A. Western Michigan University, 1991; Ed.D., 1995.

S. Scott Moor, Assistant Professor of Engineering (2004) B.S., Massachusetts Institute of Technology, 1978; M.S., 1978; M.A., 1995; Ph.D., University of California, 1995.

Audrey L. Moore, Director of Student Life (2001) B.A., Bowling Green State University, 1999; M.S.Ed., Indiana University, 2005.

Duston H. Moore, Associate Professor of Philosophy (2002) B.A., Katholieke Universiteit, Leuven, Belgium, 1993; M.A., 1995; Ph.D., 2001.

James S. Moore, Professor of Management and Associate Dean, Doermer School of Business and Management Sciences (1980)** B.S., Purdue University, 1970; M.S., 1972; Ph.D., 1974.

Michael H. Moore, Research Associate for Health Science Research Center (1986) A.S., Purdue University, 1987; B.S., Indiana University, 1990; M.S., 2001.

Jennie G. Moppert, **Assistant Soccer Coach (2006)**

Glenn C. Morgan, Manager of Systems Administration, Information Technology Services (2006) B.A., George Washington University, 1976.

Ed Moritz, Instructor Emeritus in English A.B., University of Southern California, 1961; M.A., 1963.

Christine L. Mosteller, Career Counselor (2007) B.A., University of South Florida, 2007; M.S., 2007.

John W. Motz, Continuing Lecturer in Visual Communication and Design and Director, Center for Industrial Innovation and Design (1996) B.F.A., Indiana University, 1991.

George S. Mourad, Professor of Biology and Graduate Program Director* (1993) B.Sc., Alexandria University (Egypt), 1974; M.Sc., Menoufia University (Egypt), 1980; Ph.D., University of Missouri, 1987.

Michael E. Mourey, Manager of IT Infrastructure, Information Technology Services (1979)

Karen S. Moustafa Leonard, Associate Professor of Management and Marketing (2004) B.S., Arkansas State University, 1976; D.B.A., Massey University, 1986; M.Phil., University of Auckland, 1989; Ph.D., University of Memphis, 2004.

Donald W. Mueller Jr., Associate Professor of Mechanical Engineering and Chair of Engineering* (2001) B.S., University of Missouri, 1988; M.S., 1996; Ph.D., 2000.

Thomas J. Mulligan, Assistant Comptroller (1974) A.S., Indiana University, 1975; B.S.B., 1980.

Kathleen A. Murphey, Professor and Associate Dean of the School of Education (1991) B.A., University of Michigan, 1965; M.A., 1966; M.A.T., Harvard University, 1967; Ed.D., 1981.

Martin J. Murphy, Regional Parent Coordinator for 21st Century Scholars (2002)

Robert G. Murray, Associate Professor of Visual Communication and Design (1996) B.F.A., Indiana University, 1993; M.F.A., University of Cincinnati, 1995.

Ahmed Mustafa, Associate Professor of Biology* (2001) B.Sc., University of Dhaka, Bangladesh, 1982; M.Sc., 1984; Ph.D., University of New Brunswick, Canada, 1997.

Brian R. Mylrea, Director of International Student Services (2009) B.A., University of Wisconsin, 1988; M.S., 2008.

Janet V. Nahrwold, Director of Major Gifts (2007)

Ramesh V. Narang, Associate Professor of Manufacturing Technology* (1992) B.Tech., Indian Institute of Technology, 1971; M.S., University of Iowa, 1975; Ph.D., 1992.

Assem Nasr, Instructor in Media and Communication (2010) B.A., American University of Beirut, Lebanon, 1993; M.A., American University, 2005.

Robin E. Newman, Associate Dean of Students (1998) B.S.W., Indiana State University, 1981; M.Ed.,Oregon State University, 1983.

Peter A. Ng, Professor and Chair of Computer Science* (2008) B.S., St. Edwards University, 1969; Ph.D., University of Texas, 1974.

Janet K. Nichols, Coordinator of Administrative Support for Information Technology Services (1980) Certificate, Electronic Computer Programming Institute, 1966.

Joe D. Nichols, Professor of Education and Chair of Educational Studies (1994) B.S., Southwestern Oklahoma State University, 1979; M.Ed., University of Oklahoma, 1989; Ph.D., 1994.

Chad R. Nicholson, Assistant Professor of Music and Director of Instrumental Studies (2008) B.M.E., University of Oklahoma, 1996; M.Mus., New Mexico State University, 1999; D.Mus., Indiana University, 2006.

John C. Niser, Associate Professor and Chair, Consumer and Family Sciences (2008) B.S., University of Geneva, Switzerland, 1992; Ph.D., Anglia Polytechnic University, United Kingdom, 1999.

Janet Niswonger, Telephone Operations Supervisor, Telephone Operations (1993)

Amy J. Nitza, Assistant Professor of Education (2003) B.A., Purdue University, 1994; M.S., 1996; Ph.D., Indiana University, 2002.

Josué Njock Libii, Associate Professor of Mechanical Engineering* (1984) Baccalaureate, College Evangelique (Cameroon), 1969; B.S.E., University of Michigan, 1973; M.S.E., 1975; Ph.D., 1980.

Mary Nixon, Help Desk Supervisor (2004)

Julie K. Nothnagel, Director of Testing Services (1997) B.S., Illinois State University, 1992; M.S., 1994.

Jeffrey A. Nowak, Associate Professor of Education and Director of the Northeast Indiana Science, Technology, Engineering, and Mathematics Education Resources Center (2000) B.S., Ohio Northern University, 1992; M.S., Ball State University, 1994; Ph.D., Indiana University, 2001.

Michael R. Nusbaumer, Professor of Sociology (1977) B.S.Ed., Indiana University, 1971; M.A., Ball State University, 1973; Ph.D., Western Michigan University, 1977.

Hilary O'Connell, 2nd Assistant Women's Basketball Coach, Athletics (2008) B.S., Illinois State University, 1992; M.S., 1994.

John C. O'Connell, Professor and Chair of Theatre* (2007) B.A., Moorhead State University, 1983; M.F.A., University of Alabama, 1998.

Kathleen L. O'Connell, Professor of Nursing, Associate Vice Chancellor for Faculty Affairs, and Director of Behavioral Health and Family Studies Institute* (1990) A.A.S., Purdue University, 1973; A.A.S., 1978; B.S., 1986; M.S.N., Indiana University, 1988; Ph.D., 2002.

Charles D. O'Connor, Professor of Theatre and Dean of the College of Visual & Performing Arts (2008) B.A., California State University, 1979; M.F.A., University of California, 1984.

Michael F. O'Hear, Associate Professor Emeritus of English B.A., St. Bonaventure University, 1962; M.A., University of Maryland, 1964; Ph.D., 1970.

David L. Oberstar, Assistant Professor Emeritus of Spanish** B.A., College of St. Thomas, 1965; M.A., University of Kansas, 1967; Ph.D., 1973.

Karen M. Obringer, Career Counselor (2007) B.S., Bowling Green State University, 2000; M.S., 2007.

Harold L. Odden, Assistant Professor of Anthropology (2006) B.A., University of California, 1994; M.A., Emory University, 2003; Ph.D., 2007.

Erik S. Ohlander, Associate Professor of Religious Studies* (2004) B.A., University of Minnesota, 1997; M.A., University of Michigan, 2000; Ph.D., 2004.

Hossein Mohammad Oloomi, Professor of Electrical Engineering* (1990) B.S., University of Missouri, 1983; M.S., Wichita State University, 1985; M.S., 1989; Ph.D., 1989.

John J. Osowski, Continuing Lecturer in Mathematical Sciences (1999) B.A., DePaul University, 1982; M.A.S., The Ohio State University, 1985.

Koichiro Otani, Associate Professor of Public and Environmental Affairs (2000) B.E., Kansai University, Japan, 1976; B.A., 1978; M.S.A., Georgia Southwestern College, 1992; Ph.D., St. Louis University, 2000.

Joyanne J. Outland, Assistant Professor of Music** (1973) B.Mus., Baylor University, 1968; M.Mus., University of Illinois, 1976; D.A., Ball State University,

Thomas A. Overton, Continuing Lecturer in Sociology (2001) B.A., Michigan State University, 1967; M.A., 1971; Ph.D., North Carolina State University, 1997.

C. James Owen, Associate Professor Emeritus of Public and Environmental Affairs B.S., Indiana University, 1963; M.A., University of Notre Dame, 1967; Ph.D., 1973.

Reynaldo M. Pablo Jr., Assistant Professor of Civil Engineering (2007) B.S., Mindanao State University, Philippines, 1992; M.A., Asian Institute of Technology, Thailand, 1996; Ph.D., Wayne State University, 2005.

Richard A. Pacer, Professor Emeritus of Chemistry B.S., University of Toledo, 1960; M.S., 1962; Ph.D., University of Michigan, 1965.

M. Kay Paddock-Offerle, Assistant Professor Emerita of Office Administration B.S., Huntington College, 1950; M.A., Ball State University, 1960.

Frank V. Paladino, Jack W. Schrey Professor of Biology* (1982) B.A., State University College of New York, 1974; M.A., 1976; Ph.D., Washington State University, 1979.

Robert F. Palevich, Continuing Lecturer in Management and Marketing (2006) B.S., Purdue University, 1970; M.S.B.A., Indiana University, 1975; M.B.A., 1989.

Yifei Pan, Professor of Mathematical Sciences* (1990) B.S., Jiangxi Teachers University, 1982; M.A., 1984; Ph.D., University of Michigan, 1990.

Janet C. Papiernik, Associate Professor of Accounting (1999) B.S., Purdue University, 1977; M.B.A., Youngstown State University, 1983; D.B.A., Cleveland State University, 1997.

Jill S. Parker, Director of Career Services (2001) A.A., Pasco-Hernando Community College, 1995; B.S., Florida State University, 1998; M.S., 2001.

Michelle Parker, Continuing Lecturer in Computer & Electrical Engineering Technology & Information Systems and Technology (2005) B.S., Ball State University, 1993; M.S., DePaul University, 2008.

Linda K. Patten, Buyer (1970) Certificate, International Business College, 1968.

Christopher H. Paul, Women's Basketball Coach (2001) B.A., University of Saint Francis, 1994.

Lee E. Peitzman, Manager of Instructional Video Operations, Information Technology Services (1988) A.A.S., Des Moines Area Community College, 1974; A.A.S., National Education Center, National Institute of Technology, 1986.

Jeanne Pendleton, Costume Shop Supervisor, Theatre (2008) B.A., Humboldt State University, 1999; M.F.A., 2002.

Penny C. Pereira, ETCS Student Success Center Advisor (1999) A.S., Purdue University, 2001; B.S., Indiana University, 2001.

Albino M. Perez Jr., Clinical Associate Professor of Dental Education** (1977) A.S., Indiana University, 1977; B.S.Ed., 1981; M.S.Ed., 1984.

Ryan D. Perrotte, Assistant Men's Volleyball Coach (2004) B.S., Indiana University, 2000; M.A., 2003.

Kenneth D. Perry, Associate Professor of Mechanical Engineering Technology (1982) B.S.M.E., Purdue University, 1966; M.S.M.E., 1968.

Winfried S. Peters, Assistant Professor of Biology* (2006) B.S., Gutenberg University, Germany, 1983; M.A., Liebig University, Germany, 1989; B.S., 1990; Ph.D., 1992.

Ruth K. Petitti, Graphic Designer (2007) B.F.A., Illinois Wesleyan University, 1972.

Gyorgy Petruska, Professor of Computer Science and Graduate Program Director* (2000) B.S., Eotvos University, Budapest, 1964, D.Sc., Eotvos University, Budapest, 1967.

Bronn Pfeiffer, Assistant Men's Soccer Coach, Athletics (2008) B.S., Purdue University, 1987.

Gene D. Phillips, Professor Emeritus of Education B.S., Butler University, 1947; M.S., 1948; Ed.D., Indiana University, 1952.

Robert Pierce, Head Men's Baseball Coach, Athletics (2008) A.A.S., Arizona College, 1999; B.S., New Mexico State University, 2001.

Aranzazu Pinan-Llamas, Assistant Professor of Geosciences (2009) B.Sc., Universidad de Oviedo, Spain, 1996; M.S., 1999; M.S., Boston College, 2002; Ph.D., Boston University, 2007.

Raymond E. Pippert, Professor Emeritus of Mathematical Sciences* A.B., University of Kansas, 1959; Ph.D., 1965.

Kathy S. Pollock, Associate Professor of Accounting (1996) B.S., Tri-State University, 1980; M.B.A., Indiana University, 1991; Ph.D., University of Kentucky, 1998.

Carlos A. Pomalaza-Ráez, Professor of R.F. Communications* (1989) B.S.M.E., Universidad Nacional de Ingenieria (Peru), 1974; B.S.E.E., 1974; M.S.E.E., Purdue University, 1977; Ph.D., 1980.

Lea Ann Powers, Creative Director of Publications (2000) A.S., Indiana University, 1976; B.F.A., 2000.

Michael S. Pressler, Manager Electronic and Computer Support Services for Engineering, Technology, and Computer Science (1996)

G. Allen Pugh, Professor of Industrial Engineering Technology* (1981) B.S., Indiana Institute of Technology, 1969; M.S., Purdue University, 1977; Ph.D., 1982.

Mark S. Putt, Director and Research Scientist for Health Science Research Center (1972) B.S., Purdue University, 1972; M.S.D., Indiana University, 1979; Ph.D., University of Amsterdam, 1995.

Mohammad Qasim, Assistant Professor of Chemistry (2009) B.Sc., Aligarh M. University, India, 1971; M.Sc., 1973; M.Phil, 1975; Ph.D., 1978.

C. Jack Quinn, Professor Emeritus of Mechanical Engineering Technology B.S., Indiana Institute of Technology, 1956; M.A., Ball State University, 1961; PE (Indiana).

Barth H. Ragatz, Professor Emeritus of Biochemistry and Pathology and Assistant Dean Emeritus B.A., Indiana Central College, 1964; M.S.C., Indiana University, 1969; Ph.D., 1971.

Richard N. Ramsey, Associate Professor Emeritus of English** B.S., University of Wisconsin, 1964; A.M., University of Illinois, 1969; Ph.D., 1973.

Karen R. Ramsey Mielke, Senior Programmer Analyst (1987) Certificate, Indiana Institute of Technology, 1984; A.A.S., Purdue University, 1987; A.S., 1997; B.S., 1998.

Carrie E. Randall, Coordinator of Advising and Student Services for Public and Enviornmental Affairs (2003) B.A., College of Charleston, 1996; M.S., Indiana University, 2005.

Ali Rassuli, Associate Professor of Economics** (1981) B.S., National University of Iran, 1972; M.A., University of Toledo, 1976; Ph.D., University of Nebraska, 1982.

Gail A. Rathbun, Director of the Center for Enhancement of Learning and Teaching* (2004) B.A., State University of New York, 1973; M.A., San Francisco State University, 1991; Ph.D., Indiana University, 1999.

David A. Redett, Assistant Professor of Mathematical Sciences* (2005) B.S., Miami University, 1998; Ph.D., Michigan State University, 2003.

Michael W. Reffeitt, Continuing Lecturer of Accounting and Finance (2007) B.S., Indiana University, 1983; M.S., Saint Francis College, 1985.

Nila B. Reimer, Continuing Lecturer of Nursing (2004) A.A.S., Purdue University, 1990; B.S., 1995; M.S., 2003.

Herbert Reininger, Assistant Professor Emeritus of Dental Auxiliary Education B.A., Colgate University, 1943; A.A.S., New York Institute of Applied Arts and Sciences, 1949

Mary J. Remenschneider, Operations Assistant, Admissions (2005) A.A.S, Purdue University, 1991; B.A., Concordia University, 2003.

Jay R. Remissong, Continuing Lecturer in Music (1999) B.A., Western Illinois University, 1980; M.M., Indiana University, 1980.

Barbara J. Resch, Associate Professor of Music and Associate Dean, College of Visual & Performing Arts (1979) B.M., Valparaiso University, 1970; M.F.A., Syracuse University, 1972; D.M.E., Indiana University, 1995.

David J. Reynolds, Business Manager for Student Activities and Organizations (1996) B.S., Indiana University, 1992.

Laura K. Reynolds, Director of Field Services and Student Teaching (1993) A.S., Purdue University, 1995; B.S., 1996; M.S.Ed., Indiana University, 1999.

James K. Richardson, Oracle Database Administrator (1989) A.A.S., Purdue University, 1985; B.S., 1993.

Valerie A. Richardson, Research Associate in Community Research Institute (1990) B.S., Purdue University, 1978; M.B.A., Indiana University, 1980.

Mary Lee Richeson, Assistant Professor Emerita of Biology A.B., San Jose State University, 1948; M.A., Stanford University, 1949; Ed.D., Ball State University, 1978.

Shirley R. Rickert, Professor Emerita of Organizational Leadership and Supervision A.A.S., Purdue University, 1969; B.S., 1973; M.A., Western Michigan University, 1974; Ed.D., Ball State University, 1977.

Mark A. Ridgeway, Associate Professor of Scenic and Lighting Design* (2003) B.S., Oral Roberts University, 1994; M.A., Northwestern University, 1996; M.F.A., University of Texas, 1999.

Christopher W. Riley, Coordinator of Student Success and Multicultural Programs for Diversity and Multicultural Affairs (2007) B.A., Wiberforce College, 1998.

Candy C. Ringel, Clinical Assistant Professor of Dental Education and Director of Dental Laboratory Technology (1998) A.S., Indiana University, 1998; B.S.Ed., 2004.

Carol A. Roberts, Instructor Emerita in English B.A., University of Michigan, 1963; B.A., Indiana University, 1965; M.A.T., 1986.

Lee M. Roberts, Assistant Professor of German Studies (2005) B.A., University of California, 1995; M.A., 2001; Ph.D., 2005.

Lewis C. Roberts, Associate Professor of English (2002) B.A., Indiana University, 1988; M.A., 1991; Ph.D., 1999.

Suin S. Roberts, Assistant Professor of Modern Languages and Linguistics (2007) M.A., Heinrich-Heine-Universitat, Germany, 2001; Ph.D., University of California, 2005.

Masson L. Robertson, Associate Professor Emeritus of Music B.Mus., University of Cincinnati, 1964; M.Mus., 1966; D.Mus.A., 1974.

Jenny M. Robinson, Continuing Lecturer in Music (2005) B.M., Royal College of Music, England, 2003; M.M., San Francisco Conservatory of Music, 2004.

John M. Robinson, Associate Professor of Physics* (1973) B.S., Louisiana State University, 1967; M.S., Florida State University, 1970; Ph.D., 1972.

Jerry W. Rodriguez, Associate Professor Emeritus of Education B.S., University of Southern Mississippi, 1960; M.Ed., 1962; Ed.D., 1973.

Jennifer Roherty, Health and Wellness Specialist, Athletics (2007) B.S., Ball State University, 2006.

Barbara K. Romines, Business Manager in Visual and Performing Arts (1980) A.S., Indiana University, 1988.

John F. Rosencrans, Professor Emeritus of Mechanical Engineering Technology B.S., Iowa State University, 1942; PE (Indiana).

Deborah D. Ross, Professor of Biology* (1985) B.S., University College of North Wales, 1968; M.S., Cornell University, 1971; Ph.D., Rutgers University, 1974.

Jody M. Ross, Assistant Professor of Psychology (2008) B.A., Indiana University, 2001; M.A., University of Houston, 2006; Ph.D., 2008.

Debora J. Roy, Assistant Registrar Student Services (1991) A.A.S., Purdue University, 1994.

Linda L. Ruffolo, Executive Director of Development (1995) B.A., University of Wisconsin, 1963; M.S., Illinois State University, 1966.

Suzanne K. Rumsey, Assistant Professor of English (2006) B.A., Bethel College, 2000; M.A., Michigan State University, 2002; Ph.D., 2006.

Christopher Russell, Lead Network Systems Administrator, Information Technology Services (2007) B.S., Purdue University, 1994.

Christopher Rutkowski, Clinical Assistant Professor of Music and Sweetwater Chair in Music Theory and Technology (2009) B.A., University of London, England, 1976; B.S., Eastern Michigan University, 1980; M.M., 1992; D.Mus., Indiana University, 1997.

Sean P. Ryan, Director of Engagement (2006) B.E., Youngstown State University, 1988; M.S., 1989; B.A., Columbia College, 1993; M.B.A., Indiana Institute of Technology, 2001.

Becky A. Salmon, Associate Professor of Nursing (1997) B.S., Purdue University, 1985; M.S., Ball State University, 1993.

Joyce M. Saltsman, Circulation Manager, Helmke Library (1974) B.S.Ed., Indiana University, 1976.

Hedayeh Samavati, Professor of Economics** (1988) B.S., Tehran University, 1977; M.S., Iowa State University, 1980; Ph.D., 1987.

Robert J. Sanders Sr., Continuing Lecturer in Computer Science (1998) B.S., Indiana University, 1959; M.A., Saint Francis College, 1964.

Alan R. Sandstrom, Professor Emeritus of Anthropology** A.B., American International College, 1968; M.A., Indiana University, 1971; Ph.D., 1975.

Pamela E. Sandstrom, Associate Librarian, Head of Reference and Information Services (1993) B.A., Indiana University, 1975; M.L.S., 1981; Ph.D., 1998.

Ronnie Sarno, Network Systems Administrator (2007) B.S.C.S., Ama Computer College, Philippines, 1991.

Steven T. Sarratore, Professor of Theatre and Co-Director of the Higher Learning Commission Re-Accreditation* (1986) B.A., Michigan State University, 1975; M.F.A., Wayne State University, 1977.

Clara M. Sarrazine, Programmer/Analyst I (1989) B.S., Purdue University, 1992.

Margaret Saurin, Head Women's Soccer Coach (2007) B.S., Dublin Institute of Technology, 1999; M.Ed., Christian Brothers University, 2003.

Samuel T. Savage, Assistant Professor of Voice/Coordinator of Studio Voice (2009) B.S., Virginia Tech, 1981; B.M.E., Virginia Commonwealth University, 1986; M.M. University of Maryland, 1990; D.M.A., 2002.

Sandra K. Schaufelberger, ACELINK Program Coordinator for the Division of Continuing Studies (2005) B.S., Ball State University, 1986.

Donald J. Schmidt, Assistant Professor Emeritus of Mechanical Engineering Technology (1964) B.S., Purdue University, 1960; M.S., 1961.

Sarah Schmitz, 21st Century Scholars Student Coordinator, Diversity and Multicultural Affairs (2007) B.A., University of St. Francis, 2007.

Gregory Schnepf, Associate Director of Northeast Indiana Area Health Education Center, Health and Human Services (2007) B.S., Purdue University, 1971; M.S., 1975.

Gary L. Schott, Director of Entrepreneurship and Corporate Training for the Division of Continuing Studies (2004) B.S., University of Illinois, 1973; M.S., Northern Illinois University, 1977.

Julie Schrader-Gettys, Accommodations Specialist and Counselor for Services for Students with Disabilities (2007) A.S., Purdue University, 1990; B.A., Indiana University, 2006.

David Schuster, Assistant Professor of History (2006) B.A., University of California, 1993; M.A., University of Michigan, 1995; Ph.D., University of California, 2006.

Abraham P. Schwab, Assistant Professor of Philosophy (2010) B.A., Drake University, 1998; M.A., Loyola University, 2001; Ph.D., 2005.

Mary Arnold Schwartz, Assistant Director of the Writing Center for the Center for Academic Support and Advancement (2004) B.A., Indiana University, 1999.

Eric C. Schweikert, Continuing Lecturer in Music, (2008) B.M., Cleveland Institute of Music, 1986**.**

Clifford H. Scott, Associate Professor Emeritus of History A.B., University of Northern Iowa, 1959; A.M., University of Iowa, 1960; Ph.D., 1968.

Robert L. Sedlmeyer, Associate Professor of Computer Science* (1977) B.S., Purdue University, 1976; M.S., 1977.

Christiane I. Seiler, Associate Professor Emerita of Germanic Languages B.A., Syracuse University, 1965; M.A., Washington University, 1968; Ph.D., 1974.

Gregory A. Serafini, Construction Project Manager (2004) B.S., Lawrence Technological University, 1975; B.A., 1976.

Alan R. Severs, Continuing Lecturer in Music (2005) B.M., Indiana University, 1973; M.A., Huntington College, 2000.

Roberta J. Shadle, Graphic Designer and Art Illustrator (1984) A.S., Indiana University, 1984.

Kelly J. Shanks, Operations Assistant, University Relations and Communications (2005) A.S., Indiana University, 1990.

Marilyn M. Shannon, Instructor in Biology (1983) B.A., University of Pittsburgh, 1974; M.A., Indiana University, 1979.

Maneesh K. Sharma, Associate Professor of Finance (1996) B.S., University of Alabama, 1985; Ph.D., 1991.

John O. Sheets, Construction Project Manager (2007) A.S., Purdue University, 1967; B.S., Texas A & M University, 1973; B.S., Purdue University, 1977.

Mitchell A. Sherr, Associate Professor of Organizational Leadership and Supervision* (1983) B.A., University of Maryland, 1967; MLIR, Michigan State University, 1969; J.D., University of Houston, 1972.

Janet L. Shilling, Administrative Assistant to the Vice Chancellor for Financial Affairs (1990) A.S., Purdue University, 2000.

Zoher E. Shipchandler, Professor Emeritus of Marketing** B.A., University of Bombay, 1964; M.B.A., Indian Institute of Management, 1968; M.B.A., Indiana University, 1971; D.B.A., 1973.

Anson Shupe, Professor of Sociology (1987) B.A., College of Wooster, 1970; M.A., Indiana University, 1972; Ph.D., 1975.

William Shustowski, Jr., Associate Director of Development-Major Gifts (2009) B.A., Assumption College, 1968; M.A., Colgate University, 1969; Ph.D., 1974.

James L. Silver, Professor Emeritus of Computer Science B.A., Washington and Jefferson College, 1966; M.A., University of Rochester, 1968; Ph.D., 1971; M.S., Virginia Polytechnic Institute and State University, 1983.

Beth L. Simon, Professor of English and Linguistics (1994) B.A., University of Iowa, 1972; M.A., 1975; Ph.D., University of Wisconsin, 1986.

Shirley A. Simpson, Clinical Assistant Professor of Nursing* (2008) B.S., University of Maryland, 1983; B.S.N., University of Central Florida, 2004; M.S.N., 2007.

Susan D. Skekloff, Associate Librarian (1983) B.A., Indiana University, 1973; M.A., Purdue University, 1976; M.L.S., Indiana University, 1980.

David R. Skelton, Associate Professor Emeritus of Education B.S., Ball State University, 1959; M.A., 1962; Ed.D., Indiana University, 1969.

Kathleen Kay Skurzewski, Student Computing Resource Supervisor (1999)

Sharon K. Slack, Professor Emerita of Chemistry B.S., Indiana State University, 1956; Ph.D., Michigan State University, 1963.

Michael D. Slaubaugh, Associate Professor of Accounting (1995) B.S., Manchester College, 1982; M.B.A., Ball State University, 1984; Ph.D., Indiana University, 1992.

Barbara H. Smith, Assistant Professor of Digital Media/Convergent Journalism (2010) B.A., Michigan State University, 1980; M.A., 1990; Ph.D., University of Florida, 2009.

Dimples Smith, Employee Relations & Training, Human Resources (2003) A.S., Ball State University, 1982; B.G.S., Indiana University, 2006.

Donald F. Smith, Personal Counselor (1995) B.A., Saint Francis College, 1972; M.S.W., Indiana University, 1974.

Joshua D. Smith, Assistant Director of Financial Aid (2007) A.A.G.S., Indiana University, 2003; B.A., Ball State University, 2005.

Kari S. Smith, Academic Advisor, Doermer School of Business and Management Sciences (2002) A.S., Sauk Valley Community College, 1992; B.S., Northern Illinois University, 1994; M.S.Ed., Illinois State University, 1998.

Michelle R. Smith, Suicide Prevention Specialist, Behavioral Health and Family Studies Institute, Health and Human Services (2007) B.S., Ball State University, 1995.

Tad J. Smith, Superintendent of Grounds (2006) B.S., Purdue University, 1998.

Julius J. Smulkstys, Associate Professor Emeritus of Political Science A.B., University of Illinois, 1953; A.M., 1955; Ph.D., Indiana University, 1963.

Cheryl L. Sorge, Associate Professor of Nursing (1981) B.S.N., Ball State University, 1974; M.A., 1981.

Caryl L. Spira, Outreach Program Assistant (2006) B.S., University of Wisconsin, 1982.

L. Michael Spath, Continuing Lecturer in Philosophy (2007) B.S., Concordia College, 1975; M.Div., Christ Seminary, 1979; D.Min., Eden Theological Seminary, 1991; Ph.D., Saint Louis University, 1999.

Kathleen M. Squadrito, Professor of Philosophy* (1973) A.A., Foothill College, 1965; B.A., San Jose State College, 1968; M.A., Washington University, 1972; Ph.D., 1973.

Shawna Squibb, Assistant Bursar, Bursar and Student Finance (2007) B.S., Purdue University, 1997.

John R. Stafford, Director of Community Research Institute (2003) B.S., Ball State University, 1971; M.U.R.P., University of Illinois, 1973.

Lubomir Stanchev, Assistant Professor of Computer Science* (2005) M.S., University of Sofia, Bulgaria, 1998; P.h.D., University of Waterloo, 2004.

Arline R. Standley, Associate Professor Emerita of English B.A., University of Iowa, 1962; Ph.D., 1967.

Michael L. Stapleton, Chapman Distinguished Professor of English and Graduate Program Director (2004)** B.S., Eastern Michigan University, 1981; Ph.D., University of Michigan, 1987.

Gary D. Steffen, Associate Professor of Electrical Engineering Technology and Chair of Computer and Electrical Engineering Technology and Information Systems Technology* (1988) A.A.S., Purdue University, 1987; A.A.S., 1989; B.S., 1989; M.S., Ball State University, 2001.

Carol S. Sternberger, Professor and Chair of Nursing* (1990) A.A.S., Purdue University, 1977; B.S., 1984; M.S., Ball State University, 1988; Ph.D., Purdue University, 1998.

Kenneth L. Stevenson, Professor Emeritus of Chemistry* B.S., Purdue University, 1961; M.S., 1965; Ph.D., University of Michigan, 1968.

Jessica Steward, Head Women's Golf Coach, Athletics (2008) B.S., University of Miami, 2000.

Jennifer L. Stewart, Continuing Lecturer in English (2004)** B.A., Ball State University, 1997; M.A., 1999.

Belinda A. Stillion Southard, Assistant Professor of Communication* (2008) B.A., Willamette University, 2000; M.A., University of Maryland, 2004; Ph.D., 2008.

Larrie B. Stoffer, Senior Programmer/Database Usage Analyst (1986)

Jeffrey M. Strayer, Continuing Lecturer in Philosophy (2002) B.F.A., University of Miami, 1974; M.F.A., School of the Art Institute of Chicago, 1978.

Deborah E. Stuart, Clinical Assistant Professor of Dental Education (1998) B.S., Purdue University, 1978; M.S.E.d., Indiana University, 2005.

Carolyn F. Stumph, Assistant Professor of Economics (2003) B.S., Lehigh University, 1986; M.B.A., Oklahoma City University, 1993; Ph.D., Lehigh University, 1999.

Tina M. Sullivan, Employment and Benefits Administrator (2007) A.A.G.S., Indiana University, 2005.

Hao Sun, Associate Professor of Linguistics (2002) B.A., Shanghai International Studies University, 1982; M.A.,Warwick University (UK), 1990; M.A., University of Arizona, 1993; Ph.D., 1998.

Jack A. Sunderman, Associate Professor Emeritus of Geology B.S., Purdue University, 1951; Ph.D., Indiana University, 1963; M.S., University of Michigan, 1965.

Nichaya Suntornpithug, Assistant Professor of Business (2004) B.B.A., Thammasat University, (Thailand) 1992; M.B.A., University of Memphis, 1996; Ph.D., 2004.

Kathleen M. Surface, Faculty Support Consultant, Information Technology Services (2008) B.S., Purdue University, 1973.

Richard C. Sutter, Professor and Chair of Anthropology* (1998) B.S., State University of New York, 1988; M.A., 1991; Ph.D., University of Missouri, 1997.

Rudy G. Svoboda, Professor Emeritus of Mathematics* B.S., Northern Illinois University, 1966; M.S., Ohio University, 1967; Ph.D., Purdue University, 1971.

Zach Sweers, Ticket Manager/Annual Fund, Athletics (2008) B.A., Luther College, 2006; M.Ed., Wichita State University, 2002.

Terri J. Swim, Associate Professor of Education (2002) B.S., Purdue University, 1991; Ph.D., University of Texas, 1997.

Daryoush Tahmassebi, Assistant Professor of Organic Chemistry* (2005) B.S., Shahid Beheshti University (Iran), 1989; M.S., 1992; Ph.D., Tarbiat Modarres University,(Iran), 1997.

Urcun Tanik, Assistant Professor of Computer Science (2009) B.S., University of Texas, 1997; M.S., University of Alabama, 2001; Ph.D., 2006.

Carol A. Tanner, Assistant Director of Personal and Professional Development for the Division of Continuing Studies (2006) A.S., Indiana University, 1983; B.G.S., 1998.

Jonathan D. Tankel, Professor Emeritus of Communication* B.A., Bard College, 1973; M.A., University of North Carolina, 1976; Ph.D., University of Wisconsin, 1984.

Diane E. Taub, Professor of Sociology (2004) B.S., East Tennessee State University, 1975; M.A., 1977; Ph.D., University of Kentucky, 1986.

Jennifer A. Taylor, Assistant Professor of Biology (2010) A.A., Pierce College, 1995; B.A., University of California, 1997; Ph.D., University of North Carolina, 2007.

Louise A. Teague, Special Projects Coordinator, University Relations and Communication (2003) B.A., Anderson College, 1970; M.A., Ball State University, 1972.

Larry J. Temenoff, Telecommunications Network Analyst (1990) A.A.S., United Electronics Institute, 1968.

Mark C. Temte, Associate Professor of Computer Science* (1983) B.A., Luther College, 1969; M.A., University of Maryland, 1971; Ph.D., 1975.

Hamilton S. Tescarollo, Assistant Professor of Music and Director of Keyboard Studies (2007) B.M., Arizona State University, 1990; M.M., 1995; D.M.A., 2003.

Jay S. Thayer, Assistant Director of Development* (1997) B.A., Indiana University, 1974.

Chad L. Thompson, Associate Professor of Linguistics* (1991) B.A., University of Alaska, 1974; M.A., 1977; Ph.D., University of Oregon, 1989.

Elizabeth A. Thompson, Associate Professor of Electrical Engineering* (1999) B.S., The Ohio State University, 1981; M.S., University of Dayton, 1995; Ph.D., 1999.

David J. Thuente, Professor Emeritus of Computer Science B.S., Loras College, 1967; M.S. University of Kansas, 1969; Ph.D., 1974.

Roberta A. Tierney, Professor Emerita of Nursing* B.S.N., Loyola University, 1966; M.S.N., University of Illinois, 1971; J.D., University of Toledo, 1983.

Judy A. Tillapaugh, Director of Wellness/Fitness (1995) B.S., Purdue University, 1982.

James J. Tobolski, Professor Emeritus of Biology B.S., Michigan State University, 1958; M.For., Yale University, 1961; Ph.D., Michigan State University, 1968.

Zelimir Todorovic, Associate Professor of Business (2004) B.E.S., University of Waterloo, Canada, 1988; M.B.A., Wilfrid Laurier University, Canada, 2000; Ph.D., University of Waterloo, Canada, 2004.

Christopher Tokpah, Director of Assessment (2008) B.S., University of Liberia, 1989; M.B.A., Kent State University, 2002.

Kirk A. Tolliver, Payroll Manager and Immigration Specialist (1987) B.A., Indiana University, 1982; M.B.A., 1991.

James G. Toole, Associate Professor of Political Science (2002) B.A., Haverford College, 1987; Ph.D., Brandeis University, 2000.

Yecenta Tostado, Academic Specialist Tutorial Services, Diversity & Multicultural Affairs (2008) B.S., Indiana University, 2006.

Douglas W. Townsend, Professor and Associate Chair of Mathematical Sciences* (1976) B.S., The Ohio State University, 1970; M.S., University of Illinois,1975; Ph.D., 1976.

Deandra M. Travis, Instructor in Organizational Leadership and Supervision (2007) B.A., University of Notre Dame, 1992; M.B.A., University of Saint Francis, 2002.

Gary L. Travis, Graphic Designer and Art Illustrator (1989) B.F.A., Indiana University, 1999.

Summer L. Tritt, Assistant Librarian (2009) B.A., Old Dominion University, 2005; M.L.S., Indiana University, 2009.

Cheryl B. Truesdell, Librarian and Dean (1983) B.A., Indiana University, 1978; M.L.S., 1980.

John E. Tryon, Professor Emeritus of Manufacturing Technology B.S., Purdue University, 1939.

Wen-hui Tsai, Professor Emeritus of Sociology and Anthropology B.A., National Taiwan University (China), 1964; M.A., University of California, 1970; Ph.D., 1974.

Emily Tudor, Head Women's Softball Coach (2009) B.A., Western Kentucky University, 2002; M.A., University of North Alabama, 2004.

Jeffrey S. Tungate, Associate Head Men's Basketball Coach (2005) B.A., Oakland University, 1993.

Nancy Tuschling, Academic Advisor, College of Arts and Sciences (2008) B.A., Purdue University, 1990; M.S., Ball State University, 1992.

Bart L. Tyner Jr., Webmaster (1998) A.B., Wabash College, 1989.

Georgia Wralstad Ulmschneider, Associate Professor of Political Science and Prelaw Advisor** (1983) B.A., DePauw University, 1975; J.D., Washington University, 1978.

Audrey A. Ushenko, Professor of Visual Arts (1988) B.A., Indiana University, 1965; M.A., Northwestern University, 1967; Ph.D., 1979.

Sushil K. Usman, Associate Professor Emeritus of Sociology and Anthropology B.A., Lucknow Christian College, 1959; M.A., Lucknow University, 1961; M.A., University of Minnesota, 1967; Ph.D., Case Western Reserve University, 1976.

William E. Utesch, Associate Professor of Education (1991) B.A., Eastern Illinois University, 1981; M.Ed., 1984; Ph.D., Purdue University, 1989.

Brenda M. Valliere, Clinical Assistant Professor of Dental Education and Director of the Dental Hygiene Program (2007) A.S., Indiana University, 1977; D.D.S., The Ohio State University, 1986.

Hermine J. van Nuis, Professor Emerita of English A.B., Calvin College, 1963; M.A., University of Michigan, 1968; Ph.D., 1972.

Robert C. Vandell, Associate Professor of Mathematical Sciences* (1996) B.S., University of Virginia, 1980; M.S., Miami University, 1986; Ph.D., Western Michigan University, 1996.

Christa A. Van De Weg, Academic Advisor for Health and Human Services* (2007) B.A., Indiana University, 1997; M.A.T., 2007.

Karen L. VanGorder, Director of Distance Learning, Continuing Studies (2006) B.S., Indiana University, 1980.

Lesa R. Vartanian, Associate Professor of Psychology* (1997) B.A., Michigan State University, 1990; M.A., Northern Illinois University,1993; Ph.D., 1997.

Desiderio A. Vasquez, Associate Professor of Physics* (1993) B.S., Universidad Catolica del Peru, 1982; Ph.D., University of Notre Dame, 1989.

James F. Vernon, Associate Professor of Jazz Studies and Saxophone (2002) B.M., Indiana University, 1993; M.M., University of Denver, 1997.

Randall S. Vesely, Assistant Professor of Education (2006) B.A., University of Wisconsin, 1996; M.S., 2002; Ph.D., 2005.

Joyce K. Vetter, Instructor in Mathematical Sciences (1990) B.S., Central Michigan University, 1969; M.S., Western Michigan University, 1988.

Aurele J. Violette, Associate Professor Emeritus of History B.A., Bowdoin College, 1963; M.A., The Ohio State University, 1964; Ph.D., 1971.

Judith L. Violette, Librarian Emerita** B.A., The Ohio State University, 1966; M.L.S., Indiana University, 1973.

Nancy E. Virtue, Associate Professor of French (1993) B.A., Assumption College, 1983; M.A., University of Wisconsin, 1987; Ph.D., 1993.

Robert J. Visalli, Associate Professor of Biology* (2003) B.S., Indiana University, 1986; Ph.D., University of Wisconsin, 1992.

Scott M. Vitz, Coordinator of Academic Computing (2000) B.R.E., Great Lakes Christian College, 1995; M.A., Purdue University, 1998.

Susan P. Wade, Clinical Assistant Professor of Nursing (2010) B.S.N., Dawson College, 1988; M.S.N., Vanderbilt University, 1994.

Eric J. Wagenfeld, Director of Services for Students with Disabilities (2006) B.S., Western Michigan University, 2000; M.A., 2003.

Jeanne L. Wagenfeld, Administrative Assistant to the Vice Chancellor of Academic Affairs (2007)

Kimberly M. Wagner, Director of Alumni Relations (2004) B.A., Purdue University, 2001; M.P.A., Indiana University, 2005.

Linda J. Wagner, Continuing Lecturer in Mathematical Sciences (1996) B.S., University of Illinois, 1973; M.S., 1978; A.S., 1989.

Karen S. Wakley-Hinesly, Assistant Professor Emerita of Office Administration B.S., Ball State University, 1963; M.S., Indiana University, 1965; M.A.Ed., Ball State University, 1979.

Matthew P. Walsh, Associate Professor of Mathematical Sciences* (2002) B.S., University of Waterloo, Canada, 1999; Ph.D., Auburn University, 2002.

Steven J. Walter, Distinguished Professor of Systems Engineering and Director of the Center of Excellence in Systems Engineering* (2006) B.S., University of Maryland, 1981; M.S., University of Colorado, 1986; Ph.D., 1990.

Irene A. Walters, Executive Director of University Relations and Communications (1995) B.S., Boston University, 1964.

Gang Wang, Associate Professor of Physics* (2003) B.S., University of Science and Technology of China, 1996; Ph.D., Northwestern University, 2003.

Guoping Wang, Associate Professor of Computer Engineering* (2003) B.S., Tsinghua University, China, 1988; M.S., Nanjing University, China, 1991; Ph.D., University of Oklahoma, 2003.

Caroline R. Ward, Banner SIS Programmer and Analyst (2004) A.S., Purdue University, 1982; B.S., 1984; M.S.Ed., 1998.

Linda J. Wark, Associate Professor of Human Services (2002) B.A., Purdue University, 1981; M.S., 1986; Ph.D., 1990.

Michael A. Wartell, Professor of Chemistry and Chancellor (1993) B.S., University of New Mexico, 1967; M.S., Yale University, 1968; Ph.D., 1971.

Evelyn R. Waters, Assistant Professor Emerita of Consumer and Family Sciences B.S., Ball State University, 1962; M.A., 1968.

Cecilia A. Weakley, Assistant Professor of Mathematical Sciences* (1987) A.B., Goucher College, 1968; M.A., Wesleyan University, 1970; Ph.D., University of North Carolina, 1978.

W. Douglas Weakley, Associate Professor of Mathematical Sciences and Graduate Program Director* (1986) B.S., George Mason University, 1974; M.S., Northwestern University, 1979; Ph.D., 1980.

Kathleen J. Weatherford, Director of International Programs (2005) B.A., Earlham College, 1983; M.A., University of Rochester, 1985; Ph.D., 1989.

Sara Webb-Sunderhaus, Assistant Professor of English (2006) B.A., Bluffton College, 1995; M.A., Miami University, 2001; Ph.D., The Ohio State University, 2006.

Tina Webber, Business Manager, Comptroller (1990) A.A.S., Purdue University, 2000.

Alexandra M. Webster, 1st Assistant Women's Basketball Coach, Athletics (2007) B.S., University of Wisconsin, 2007.

Richard H. Weiner, Associate Professor of History (2000) B.A., University of Massachusetts, 1988; M.A., University of California, 1992; Ph.D., 1999.

Worth H. Weller, Continuing Lecturer in English (2000) B.A., Duke University, 1968; M.A., Indiana University, 2002.

John F. Wellington, Professor of Management (2000) B.S., Gannon College, 1967; M.S., Lehigh University, 1968; Ph.D., State University of New York, 1977.

James E. Whitcraft, Graphic Designer (1987) B.A., Purdue University, 1985.

K. Kate White, Instructor in English (2010) B.A., Loyola University, 1999; M.A., University of Oklahoma, 2004.

Samuel K. Whiteman, Systems Programmer II (1984) A.A.S., Indiana University, 1973.

Matthew Whitney, Business Operations Assistant, Comptroller (2009) B.S., Indiana State University, 2000.

Roberta B. Wiener, Dean Emerita of Education and Professor Emerita of Education B.A., Brooklyn College, 1957; M.S., 1961; M.S.W., Adelphi University, 1988; Ed.D., Hofstra University, 1973.

Angela Williams, Assistant Director of Site Based Programs, Division of Continuing Studies (2008) B.A., Bowling Green State University, 1997; M.S., Miami University, 2002.

Wayne A. Williams, Academic Advisor, Health and Human Services, (2008) B.S., Purdue University, 2004; M.S.Ed., Indiana University, 2007.

Lauren Wilson, Assistant Athletic Director for Compliance and Special Assistant to the Chancellor (2007) B.S.B., Indiana University, 2006; M.B.A., 2008.

Mandi L. Witkovsky, IT Policy and Planing Analysis Coordinator, User Technology, Information Technology Services (1999) B.S., Indiana University, 2003.

Michael R. Wolf, Associate Professor of Political Science (2002) B.A., Michigan State University, 1992; M.A., Akron University, 1995; Ph.D., Indiana University, 2002.

Britton Wolfe, Assistant Professor of Computer Science (2009) B.S., Carnegie Mellon University, 2003; M.S., University of Michigan, 2005; Ph.D., 2009.

Warren W. Worthley, Professor Emeritus of Mechanical Engineering Technology B.S.M.E., Ohio University, 1957; M.S., Michigan State University, 1958; D.Eng., University of Detroit, 1972; PE (Indiana).

Corrie N. Wright, Academic Advisor in Mastodon Advising Center (2007) B.S., Ball State University, 2005; M.A., 2006.

Linda M. Wright-Bower, Assistant Professor of Music** (1987) B.A., University of Akron, 1977; M.S., 1983; Certificate, DePaul University, 1984.

Mieko Yamada, Assistant Professor of Sociology (2007) B.A., Tamagawa University, Japan, 1990; M.Ed., University of Victoria, British Columbia Canada, 1999; Ph.D., Western Michigan University, 2006.

Ryan M. Yoder, Assistant Professor of Psychology (2010) B.A., University of South Florida, 1998; M.A., Bowling Green State University, 2002; Ph.D., 2005.

Jin Soung Yoo, Assistant Professor of Computer Science* (2007) B.S. (Computer Science & Engineering), Korea University, 1990; B.S., (Statistics) 1992; M.S., University of Minnesota, 2006; Ph.D., 2007.

David M. Young, Professor of Psychology* (1976) B.A., Whittier College, 1971; M.S., University of Utah, 1974; Ph.D., 1976.

Tellis Young, Academic Specialist in Enrollment Services, Diversity and Multicultural Affairs (2008) B.S., Indiana Institute of Technology, 1998.

Nashwan T. Younis, Professor of Mechanical Engineering* (1988) B.S., University of Mosul (Iraq), 1977; M.S., University of Nebraska, 1982; Ph.D., Iowa State University, 1988.

Rudy Yovich, Assistant Athletic Director, Media Services, Athletics (2003) B.A., Edinboro University of Pennsylvania, 1988.

Jie Zhang, Assistant Professor of Physics (2010) B.S., University of Science and technology of China, 1999; M.S., University of Pittsburgh, 2001; Ph.D., 2005.

Laura A. Zeigler, Assistant Director of Admissions (1996) B.S., Pennsylvania State University, 1993; M.S.Ed., Indiana University, 1999.

Karla P. Zepeda, Assistant Professor of Spanish (2007) B.A., Smith College, 1997; M.A., University of Connecticut, 2001; Ph.D., 2008.

Pamela R. Zepp, Computer Support Training Coordinator (1996) B.S., Indiana University, 1996; M.A., Purdue University, 2005.

Lisa Zerkle, Special Events Manager, Physical Plant (2008) B.A., Ball State University, 1989.

Stephen J. Ziegler, Associate Professor of Public and Environmental Affairs (2003) B.S., Texas Christian University, 1991; J.D., Thomas M. Cooley School of Law, 1997; M.A., Washington State University, 2001; Ph.D., 2003.

Victoria Adams Zischke, Assistant Professor of Theatre-Acting (2010) B.F.A., Southern Methodist University, 1991; M.F.A., University of Delaware, 1995.

Peter T. Zonakis, Associate Professor Emeritus of Dental Auxiliary Education D.D.S., Indiana University, 1961.

Dianna L. Zook, Instructor in Mathematical Sciences (1988) B.A., University of Steubenville, 1977; M.A., Kent State University, 1979.

Yvonne M. Zubovic, Associate Professor of Mathematical Sciences* (1991) B.S., University of Akron, 1981; M.S., 1983; Ph.D., The Ohio State University, 1988.

* Purdue Graduate Faculty
** IU Graduate Faculty
*** Purdue and IU Graduate
Faculty

Maria L. Norman, Assistant Director of Admissions (2007) B.A., DePauw University, 2004.