

Graduate Catalog 2004-2005  
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John W. Folkins, Ph.D.,  
Provost and Vice president for Academic Affairs  
230 McFall Center, 419-372-2915

Heinz Bulmahn, Ph.D.,  
Vice Provost for Research and Dean of the Graduate College  
120 McFall Center, 419-372-7714

Alberto Gonzalez, Ph.D.,  
Vice Provost for Academic Services  
304a McFall Center, 419-372-2915

Mark Gromko, Ph.D.,  
Vice Provost for Academic Programs  
230 McFall Center, 419-372-2915

## **GRADUATE COLLEGE ADMINISTRATION**

Heinz Bulmahn, Ph.D.,  
Vice Provost for Research and Dean of the Graduate College  
Professor of German  
120 McFall Center, 419-372-7714

Lisa Chavers, Ed.D.  
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Assistant Dean of  
Graduate Admissions and Studies

Gail McRoberts  
Director of Budgets

Deborah Smith  
Executive Assistant to the Vice Provost  
for Research and Graduate Dean

Deanne Snavely, Ph.D.  
Associate Dean  
Professor of Chemistry

### **Address General Correspondence to:**

The Graduate College  
120 McFall Center  
Bowling Green State University  
Bowling Green, Ohio 43403-0180

### **Call for General Information:**

The Graduate College (419) 372-2791  
Sponsored Programs and Research (419) 372-2481

## Message from the President



Bowling Green State University is a place that we want you to consider for your graduate education. There are several reasons, not the least of which is that special feeling of warmth and welcome that appeals to many of our graduate students. They feel comfortable here because this is a university that places a great deal of emphasis upon providing the services and learning atmosphere that help make the graduate experience successful.

Beyond that, though, what particularly attracts students to Bowling Green is the caliber of the graduate faculty and our facilities, especially the libraries, laboratories, and computer resources. The faculty include active scholars and researchers and they set high standards, interact closely with students to help them attain success, and often involve students in their own research projects.

We know the value and impact that your graduate degree and specialization will have upon your career and we want to ensure that your graduate education at Bowling Green is the best it can possibly be. That is why we take great care in providing the education and services that make attaining a graduate degree at Bowling Green both rewarding and enjoyable.

At Bowling Green we offer a wide range of graduate degrees, as indicated in the pages of this catalog. Our programs are highly regarded around the country; in fact, U.S. News and World Report has ranked the industrial-organizational psychology program among the top three in the country.

There is excitement and opportunity at Bowling Green. In short, our students appreciate the challenges of graduate education at Bowling Green and we are confident that you will as well. Please feel free to call upon anyone in the Graduate College for assistance. We're always glad to help!

Sincerely,

A handwritten signature in cursive script that reads "Sidney Ribeau". The ink is dark and the signature is written in a fluid, personal style.

Sidney A. Ribeau, President  
220 McFall Center  
Bowling Green, OH  
419-372-2211

## Message from the Graduate Dean



Welcome to the Graduate College at Bowling Green State University. Your decision to pursue graduate studies will make you a member of a community of scholars who work and learn together in preparation for the challenges of tomorrow. The Graduate College staff and I look forward to assisting you as you progress toward achieving your educational and career goals.

In a premier learning community, the combined effort of the faculty, staff, and fellow graduate students creates the intellectual stimulus and significant research opportunities to provide you with the highest quality educational experience. Bowling Green State University prides itself in being such a community, where your talents, skills and intellectual passion will be allowed to grow and blossom. Global interdependence, the knowledge-based economy, and the rapid changes in science and technology, demand a higher and more sophisticated level of education.

I believe Bowling Green State University provides the intellectual environment where you can achieve your goals so that you can make a difference.

Sincerely,

A handwritten signature in blue ink that reads "Heinz Bulmahn". The signature is fluid and cursive, with a long horizontal stroke at the end.

Dr. Heinz Bulmahn  
Vice Provost for Research and  
Dean of the Graduate College  
Professor of German  
120 McFall Center  
Bowling Green, OH  
419-372-7714

## Accreditation and Recognition

The University is accredited by the Higher Learning Commission and a member of the North Central Association, 30 LaSalle Street, Suite 2400, Chicago, IL 60602-2504, (800) 621-7440. Additional accreditations appear in the table below:

| <b>Academic Unit or Program</b>        | <b>Accrediting Agency, Address, and Phone Number</b>   |
|--|--|
| The College of Business Administration | AACSB International--The Association to Advance Collegiate Schools of Business--600 Emerson Road, Suite 300, St. Louis, MO 63141-6762 -- (314) 872-8481  |
| Teacher Education                      | National Council for Accreditation of Teacher Education, 2010 Massachusetts Avenue, NW, Suite 500, Washington, D.C. 20036-1023 -- (202) 466-7496 [and]<br>Ohio Department of Education, 25 South Front Street, Columbus, OH 43215-4104 -- (877) 644-6338 |
| The College of Musical Arts            | National Association of Schools of Music, 11250 Roger Bacon Drive, Suite 21, Reston, VA 20190 -- (703) 437-0700  |
| Accounting                             | AACSB International--The Association to Advance Collegiate Schools of Business--600 Emerson Road, Suite 300, St. Louis, MO 63141-6762 -- (314) 872-8481  |
| Art                                    | National Association of Schools of Art and Design, 11250 Roger Bacon Drive, Suite 21, Reston, VA 20190 -- (703) 437-0700   |
| Chemistry- The A sequence              | American Chemical Society, Committee on Professional Training, 1155 Sixteenth Street, N.W., Washington, D.C. 20036 -- (202) 872-4599   |
| Communication Disorders                | Council on Academic Accreditation in Audiology and Speech-Language Pathology, P.O. Box 26532, Minneapolis, MN 55426 -- (952) 920-0966.   |
| Construction Management and Technology | American Council for Construction Education, 1300 Hudson Lane, Suite 3, Monroe, LA 71201-6054 -- (318) 323-2816<br>National Association of Industrial Technology, 3300 Washtenaw Avenue, Suite 220, Ann Arbor, MI 48104-4200 -- (734) 677-0720           |
| Dietetics                              | Commission on Accreditation for Dietetics Education of the American Dietetic Association, 216 W. Jackson Blvd., Chicago, IL 60606-6995 -- (312) 899-5400   |

|                               |   |
|-------------------------------|---|
| Environmental Health          | Association of Environmental Health Academic Programs (AEHAP), 3719 SE Hawthorne Boulevard, Box 251, Portland, OR 97214 -- 503-235-6047 [and]<br>The National Environmental Health Science & Protection Accreditation Council (EHAC), 3719 SE Hawthorne Boulevard, P.O. Box 251, Portland, OR 97214 -- (503) 235-6831 |
| Health Information Technology | Commission on Accreditation of Allied Health Education Programs, 35 East Wacker Drive, Suite 1970, Chicago, IL 60601-2208 -- (312) 553-9355   |
| Journalism                    | Accrediting Council on Education in Journalism and Mass Communication, Susanne Shaw, Executive Director, Stauffer-Flint Hall, University of Kansas, Lawrence, KS 66045 -- (785) 864-3986 or (785) 864-3973  |
| Medical technology            | National Accrediting Agency for Clinical Laboratory Sciences, 8410 West Bryn Maur Avenue, Chicago, IL 60631-3417 -- (773) 714-8880  |
| Nursing                       | Commission on College Nursing Education, One Dupont Circle, NW, Suite 530, Washington, D.C. 20036 -- (202) 887-6791   |
| Physical Therapy              | Commission on Accreditation in Physical Therapy Education, American Physical Therapy Association, 1111 N. Fairfax St., Alexandria, VA 22314-1488 -- (703) 684-APTA  |
| Psychology                    | American Psychological Association, 750 First Street, N.E., Washington, D.C. 20002-4242 -- (202) 336-5979   |
| Recreation                    | National Recreation and Park Association, 22377 Belmont Ridge Road, Ashburn, VA 20148-4501 -- (701) 858-0784  |
| Rehabilitation Counseling     | Council on Rehabilitation Education, 1835 Rohlwing Rd., Suite E, Rolling Meadows, IL 60008 -- (847) 394-1785  |
| Respiratory CareTechnology    | Commission on Accreditation of Allied Health Education Programs, 35 East Wacker Drive, Suite 1970, Chicago, IL 60601-2208 -- (312) 553-9355   |
| Social Work                   | Council on Social Work Education, 1600 Duke St., Alexandria, VA 22314-3421 -- (703) 683-8080  |
| Sport Management Program      | National Association for Sport and Physical Education/North American Society for Sport Management, NASPE Headquarters, 1900 Association Drive, Reston, VA 20191 -- (800) 213-7193 ext. 410  |

Theatre

National Association of Schools of Theatre, NAST National Office, 11250  
Roger Bacon Drive, Suite 21, Reston, Virginia 20190 -- (703) 437-0700

# History

Bowling Green State University is situated on a 1,338-acre campus, which includes 116 buildings. The University offers 13 associate degree programs, more than 200 undergraduate majors and programs, 13 master's degree programs in 120 fields, two specialist degree programs, and 14 doctoral programs. More than 20,000 students, including about 2,700 graduate students, attend classes on the main campus. The University enrolls another 1,500 students at BGSU Firelands and various off-campus centers. At the center of the University's academic community are more than 785 full-time faculty members, who are engaged in teaching, research and scholarship activities.

Established in 1910 as a teacher-training institution, Bowling Green held its first classes in 1914, but it was not until the following year that the first two buildings— now University Hall and Williams Hall—were ready for use. Student enrollment for that initial year totaled 304, with a faculty of 21. The first bachelor's degrees were awarded in 1917.

In 1929, the functions of Bowling Green were expanded to provide four-year degree programs in the College of Education and the College of Liberal Arts. The College of Business Administration and graduate programs were added in 1935, the year in which Bowling Green attained full university status. In 1947, the Graduate School was formed, and BGSU awarded its first doctoral degrees in English in 1963.

Beginning in 1946, extension programs of the University were offered in Sandusky, Ohio. During the next two decades, course offerings there were expanded and in 1965 a regional campus of the University was established to serve Erie, Huron and Ottawa counties. That campus is BGSU Firelands, in Huron, Ohio. BGSU Firelands, which opened for classes in 1967, offers career and technical education leading to associate degrees in 13 areas, as well as the first two years of baccalaureate degree programs.

In the 1970s, three new colleges were added to the University's curricular offerings. In 1973, the College of Health and Human Services was established to provide degree programs in specialized areas in various health and community service fields. In 1975, the School of Music was expanded into the College of Musical Arts, and in the same year the Graduate School became the Graduate College. The School of Technology was granted college status in 1985. Included among the buildings on Bowling Green's main campus are some that were completed as early as 1915; many of these have been recently refurbished to preserve their original structure. Most are equipped with ramps and ground-level entrances for individuals with disabilities.

Jerome Library is the heart of the academic community. BGSU Libraries house collections of more than six million items including books, journals, periodicals, microforms, government documents, sound recordings and other research materials. The library is linked by computer to a powerful statewide library and information system. In addition the library is nationally known for its special collections, particularly in popular culture, popular music and the Great Lakes.

Among the facilities in the science-research complex are the Psychology Building, the Mathematical Sciences Building, the Life Sciences Building, Overman Hall, the Biological



Sciences Laboratory Annex and the Physical Sciences Laboratory Building. These provide specialized research equipment and laboratories to serve the needs of students in a variety of disciplines.

Olscamp Hall, opened in 1994, is a distance learning center, housing three teleteaching rooms as well as traditional classrooms. Each teleteaching room contains VCRs, slide projectors, an audio system, a computer with graphics capabilities and a remote video camera. Microphones are built into each student desk and the teaching podium. Communication can take place remotely via cable, telephone lines and satellite, bringing together classes at remote sites in interactive learning.

The Technology Building contains a robotics center and specialized laboratories in design, electronics, manufacturing, visual communication and other technologies.

Art facilities include individual studios for design and workshops for such areas as jewelry making, woodworking, painting, drawing, enameling, weaving, sculpture, ceramics and glass blowing. Photography laboratories are also available. Two art galleries located in the Fine Arts Center annually feature works by faculty and students, as well as traveling exhibits.

The campus radio stations, WFAL-AM and WBGU-FM, provide students with practical experience in daily station operations. Students also support the professional staff in the programming and activities of WBGU-TV, a public television station located on campus serving northwest Ohio.

Theatre students at the University have many opportunities to participate in all phases of the theatre experience through annual productions held in University Hall's Eva Marie Saint Theatre as well as the Joe E. Brown Theatre.

The Moore Musical Arts Center provides extensive and modern facilities for the University's music programs and activities. Constructed around an open courtyard, the music center includes an 850-seat concert hall, a 250-seat recital hall, as well as practice rooms, rehearsal halls, classrooms, studios and a variety of special facilities designed for specific areas of performance and instruction.

Athletic facilities at the University include: the Perry Field House, which has an indoor track, basketball courts, and a 70-yard artificial turf field for football, soccer, baseball and softball; an 18-hole golf course; a 5,000-seat ice arena; 25 outdoor tennis courts; the Eppler Complex; 5,000-seat Anderson Arena (basketball and volleyball); 30,500-seat Doyt Perry Stadium; Steller Field, which seats 2,000 for baseball; Falcon Softball Complex; Whittaker Track; Cochrane Soccer Field; numerous activity and practice fields; and Cooper Pool at the Student Recreation Center where the swimming team competes.

The Student Recreation Center features exercise facilities in a four-level complex, including two swimming pools, a whirlpool/spa, 14 handball/racquetball courts, Universal/Nautilus areas, courts for basketball, volleyball, tennis, squash and badminton, FITWELL Lab, aerobics and an outdoor lighted Pace Trail.

The new Bowen-Thompson Student Union, reopened in early 2002, provides space for the offices of student life and campus involvement as well as approximately 40 student organizations. It provides the following student programs:

- Large food court, national brand burger restaurant and restaurant with table and buffet service;
- Movie and special events theatre;
- Multicultural and off-campus centers;
- Campus bookstore;
- Sports pub with food, games and music;
- Lenhart Grand Ballroom;
- Multi-purpose room and 14 meeting rooms to serve a variety of group sizes;
- BGSU Copy Shop and postal services;
- Student Union Information Center and Fact Line;
- TV lounge;
- Financial and ATM services;
- A state-of-the-art microcomputer lab and laptop Internet connections in most public seating areas.

The Mileti Alumni Center is the hub for the many activities of the University's alumni. It contains meeting rooms, a library and office space.

Other campus buildings house classrooms and facilities for programs in business administration, education and the humanities.

# University Vision and Values

Bowling Green State University aspires to be the premier learning community in Ohio, and one of the best in the nation. Through the interdependence of teaching, learning, scholarship and service we will create an environment grounded in intellectual discovery and guided by rational discourse and civility. Bowling Green State University serves the diverse and multicultural communities of Ohio, the United States and the world, supported by:

- An extensive portfolio of distinctive undergraduate programs, focused master's and specialist degrees and a select number of nationally recognized doctoral programs;
- Scholarly and creative endeavors of the highest order;
- Academically challenging teaching, fully connected with research and public service;
- Innovative academic planning that focuses on society's changing needs, student outcomes and the appropriate integration of technology;
- An educational environment that develops culturally literate, self-assured, technologically sophisticated, productive citizens who are prepared to lead, to inspire and to preserve the great traditions of our democracy.

## **The Core Values to which the University adheres include:**

- Respect for one another
- Cooperation
- Intellectual and spiritual growth
- Creative imaginings
- Pride in a job well done

## **Academic Goals of the University**

Bowling Green State University is dedicated to providing quality academic programs in a learning environment that promotes academic and personal excellence in students, as well as appreciation of intellectual, ethical and aesthetic values. Wisdom, sound judgment, tolerance and respect for other persons, cultures and ideas are the hallmarks of an educated person and the characteristics that the University hopes to develop in its students.

The extent to which these goals are met depends upon the intellectual and cultural environment of the University, the wisdom and dedication of its faculty, and the intellectual curiosity, ability and energy of its students. To achieve this end the University strives to attract the most qualified students and faculty committed to the goals of quality education, productive research and scholarly achievement.

In addition to its degree programs, the University offers diverse opportunities for educational and cultural enrichment to the people of the area through its regional and continuing education programs, as well as through the intellectual and cultural activities that are an integral part of campus life.

# **Research Support**

## **Professional Travel Support**

Travel funds available through the departments are used to encourage and support graduate student attendance, participation, and paper presentations at regional and national conferences and professional meetings. To be eligible for a travel award, graduate students must (1) be fully admitted (i.e., without conditions) to a BGSU graduate degree program, (2) be in good academic standing, and (3) be enrolled at the time of the conference (preference is given to graduate students registered for at least 12 hours).

## **Thesis/Dissertation Support**

Support funds available through the departments are intended to assist graduate students in meeting expenses of their research or creative activities. Awards may be made to (1) Ph.D. candidates engaged in dissertation research, (2) master's students involved in thesis research under Plan I, and (3) M.B.A. students completing research projects for GBA 691. Only one award per degree may be granted. In order to be eligible, applicants must (1) be in good academic standing, (2) be enrolled at BGSU (preference is given to graduate students enrolled for at least 12 hours), and (3) have an approved topic. Applicants whose research involves collection of any kind of information from or about people by survey, interview, testing, observation, examination, specimen collection, or review of records must obtain prior approval from the Human Subjects Review Board. Applicants whose research involves laboratory animals must obtain prior approval from the Animal Care and Use Committee.

Applications for professional travel and/or thesis/dissertation support should be made directly to the graduate coordinator of each unit receiving funds. Applicants are encouraged to apply early to prevent delays in their research.

## **Shanklin Award**

The Graduate Student Senate supports the annual Shanklin Award competition for the best graduate student research papers in three areas: arts and humanities; social sciences; and mathematics, life, and physical sciences. Finalists give public presentations and receive cash awards for first and second places. The competition takes place during the spring semester and the review committees are comprised of faculty and graduate students. Students should contact the Graduate Student Senate for more information.

## **Distinguished Thesis and Dissertation Awards**

The Graduate College grants a Distinguished Thesis and a Distinguished Dissertation Award annually to honor outstanding research at the master's and doctoral levels. These awards consist of a student honorarium, a certificate of citation, and an award of recognition for the thesis/dissertation advisor. In addition, award winners automatically become the Graduate College nominee for various other regional and national awards. For more information about the awards and nomination procedures, contact the Graduate College.

# Computer Resources

Instruction and research are enhanced by the technology services available for students, faculty, and staff. A recently completed BGSuPernet project has provided BGSU with a complete data, voice, and video fiber optic network based on Gigabit Ethernet. A recent upgrade of the mainframe to an IBM Z800 Model 2066-001 and partnering in an Internet 2 consortium are all in support of the technology initiatives taking place throughout the BGSU community.

Responsible for development and implementation of the technology strategic plan for classroom support, administrative systems, and communications infrastructure is the Chief Information Officer (CIO). The Office of the CIO aligns Information Technology Services (ITS), Classroom Technology Services (CTS), Student Technology Center, and Office of Web Development to establish an environment in which the application of technology enhances and improves teaching, learning, research, and university operations.

Upon admission to BGSU, students receive a BGNet account that provides access to web based e-mail and to My BGSU, the campus web portal. The campus web portal is the primary means used to communicate selected academic and administrative information and also provides the mechanism for use of Blackboard online courseware for instructional use. Computer labs located throughout campus provide access to technology for general computing applications. The BGSuPernet project has provided the infrastructure for delivery of digital video streaming service to all on campus buildings with full-screen, full-motion video that is fully controllable by the instructor. Digital video may be accessed on-campus, from desktops and in classrooms, and can be integrated in distance learning courses as well.

The Student Technology Center is focused on assisting students in learning how to use technology in support of their academic coursework. Opportunities for faculty and staff to attend technology training sessions are provided throughout the academic year. The Technology Support Center (TSC) is the central point of contact for questions regarding technology on campus.

Additional information about technology available throughout BGSU can be found on the Internet at the [Office of the Chief Information Officer](#).

## The Graduate College

# The Graduate College

## Purpose

The goal of graduate education is to develop the resourcefulness and responsibility of post-baccalaureate individuals by furthering in them the ability to handle effectively the materials of their field and related human interactions, and to use critically the reports of others, judging both their value and their limitations.

Graduate study involves mastering levels of complexity and generalization that reflect and extend the knowledge and intellectual maturity of accomplished baccalaureate degree holders. Moreover, graduate study must occur in the company of students interested and capable enough to analyze, explore, question, reconsider, and synthesize old and new knowledge and skills.

Graduate work is, therefore, much more than the passing of a particular number of courses and the fulfillment of certain minimum requirements. One of the important goals of the Graduate College is to help students make the best use of the University's resources in their pursuit of a mature and thorough understanding of significant problems. Students should consider themselves co-workers with other students, scholars, and teachers in cooperative intellectual endeavors on a high level.

The degree of Doctor of Philosophy is offered in the fields of American Culture Studies, Biological Sciences, Communication Disorders, Communication Studies, Higher Education Administration, English, History, Mathematics, Philosophy (applied), Photochemical Sciences, Psychology, Sociology, and Theatre. The degree of Doctor of Education is offered in the field of Leadership Studies. Master's degrees are awarded in almost all academic departments and several interdepartmental areas.

## Graduate Faculty

The Graduate Faculty is composed of those members of the University faculty who are actively engaged in research and teaching at the graduate level. Membership constitutes recognition of scholarly excellence and professional creativity.

Members of the Graduate Faculty may teach courses at the 500 through the 700 levels, serve as members of master's and doctoral committees, direct master's theses and doctoral dissertations, vote in Graduate College elections, and serve on the Graduate Council. Duties and privileges of Graduate Faculty are described in Article VIII of the Academic Charter.

In order to maintain the Graduate Faculty as a viable body, the qualifications of the members are reviewed periodically. A list of Graduate Faculty is provided in the final section of this catalog.

## Graduate Student Senate

The [Graduate Student Senate](#) (GSS) is an elected body, composed of and administered by graduate students, with the objective of representing the interests of graduate students at Bowling

Green State University. GSS serves an important role as liaison between the Graduate College and graduate students. Each graduate program is afforded representation in the Graduate Student Senate. GSS maintains representation on the various standing committees of the University. In addition to its involvement in academic and financial issues, GSS coordinates a variety of cultural, educational, and recreational events throughout the year.

The GSS holds open meetings every three weeks. Its office is located in 402 Bowen-Thompson Student Union, (419) 372-2426.

## **Professional Development Opportunities**

The [Graduate Student Enhancement Program](#) (GradSTEP) is designed to help the careers of graduate students, before, during, and after earning their degrees. The highlight of GradSTEP's year-round events is a one-week seminar which is generally acknowledged to be one of the top professional development programs for higher education in the nation and is held just prior to fall semester. Because a primary goal of GradSTEP is to improve the performance of teaching assistants and research assistants, the one-week seminar is required as a contractual condition for new graduate assistants. All graduate students, as well as faculty, are encouraged to attend these sessions. GradSTEP also offers ongoing programs and provides awards to recognize excellence among graduate teaching assistants.

The [Cooperative Education Program](#) provides an opportunity to serve in a series of professionally relevant cooperative work assignments in business, industry, government, and nonprofit organizations. Academic credit may be awarded for the off-campus work experience, subject to approval from the academic area and the Graduate College.

## **Graduate Admissions**

# **Application Timeline**

### **Suggested Timeline for Applicants**

|           |   |
|-----------|---|
| September | Request information and application for admission   |
| October   | <ul style="list-style-type: none"><li>• <a href="#">Submit application</a> for admission and assistantship</li><li>• Arrange for transcripts and recommendation letters to be sent</li><li>• Take required tests (GRE/GMAT/Praxis/TOEFL)</li><li>• Submit portfolio (if required)</li></ul> |
| January   | Admission decisions vary by degree program  |
| April     | Submit health form  |
| August    | Begin classes   |

## **Admission Categories**

There are three graduate admission categories: regular admission, conditional admission, and graduate non-degree.

#### *Regular Admission*

An applicant achieving high scholarship in previous academic work, especially in the field of study in which he or she wishes to specialize, is eligible for regular admission to the Graduate College contingent upon completion of the application procedures and approval of the degree program and the Graduate College.

#### *Conditional Admission*

Conditional admission status may be assigned to an applicant admitted to a degree program with deficiencies in the quality of course work or other admission criteria submitted, contingent upon the recommendation of the degree program and the approval of the Graduate College. To subsequently qualify for regular status, a minimum cumulative grade point average of 3.0 (B), with no grade lower than a B, must be earned during the semester in which the first nine graded graduate hours (e.g., no S/U or audit), or of approved graduate enrollment are completed. (Degree programs may specify additional requirements of students granted conditional admission status.) If regular status is not achieved during the semester in which the nine hours are completed, the student may be dismissed from the degree program and the Graduate College. A student with conditional admission status is not eligible for an assistantship until regular status is achieved, but may qualify for assistance through the financial aid and student employment office. For further information, see the Graduate College financial aid brochure.

#### *Graduate Non-degree Status*

Graduate Non-degree status represents a non-degree classification within the Office of Continuing Education, International, and Summer Programs. This classification allows students to pursue personal or professional goals by taking graduate courses without enrolling in a degree program. Admission to graduate non-degree status and successful completion of non-degree course work neither indicates nor assures subsequent admission to a degree program, nor does it qualify a student for financial aid.

A graduate non-degree student who wish to be considered for admission to a degree program should follow the procedures outlined in the next section: Degree Program Admission Requirements. Upon acceptance to a degree program, a student's admission classification is changed to regular or conditional admission status.

Some courses completed while on graduate non-degree status may be applied toward a degree program, contingent upon the approval of the degree program and the Graduate College. It is recommended that no more than nine hours of graduate-level course work be taken while the student is a non-degree graduate student. In high demand academic areas, degree candidates will have priority over graduate non-degree students in registering for courses. Some specialized and clinical areas of study are not available for enrollment with graduate non-degree status.



## Admission Deadlines

For admission to a degree program, applicants should allow a reasonable amount of time for necessary documents to arrive on campus and to be processed by the appropriate degree program and the Graduate College. International applicants should allow more time for the application process. Graduate non-degree status applicants may be admitted within a relatively short time frame. Prospective students should check with the appropriate program for specific deadlines, in particular those interested in assistantships.

Applicants are admitted to the Graduate College for a specific term only. If an applicant wishes to begin graduate work earlier than the term for which he or she is accepted, the applicant must inform the Graduate College in writing prior to registering for classes. If an applicant wishes to defer admission, he or she may request a deferment for up to 12 months. The deferment request should be submitted to the Graduate College in writing, but is approved or denied by the applicant's degree program. An applicant who has received a deferment must update or verify his or her application prior to initial registration.

An enrolled graduate student is defined as one who:

1. Is admitted to the Graduate College
2. Is registered and attending classes; and
3. Has either paid the appropriate fees or had the fees paid by the University or by a grant, contract, or assistantship

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| January   | Admission decisions vary by degree program  |
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A graduate non-degree student who wish to be considered for admission to a degree program should follow the procedures outlined in the next section: Degree Program Admission Requirements. Upon acceptance to a degree program, a student's admission classification is changed to regular or conditional admission status.

Some courses completed while on graduate non-degree status may be applied toward a degree program, contingent upon the approval of the degree program and the Graduate College. It is recommended that no more than nine hours of graduate-level course work be taken while the student is a non-degree graduate student. In high demand academic areas, degree candidates will have priority over graduate non-degree students in registering for courses. Some specialized and clinical areas of study are not available for enrollment with graduate non-degree status

## **Cooperative Registration**

Bowling Green State University, Medical College of Ohio, and The University of Toledo offer graduate students enrolled in degree programs, the unique opportunity to enhance their academic experience by taking advantage of resources provided by the participating institutions through the Graduate Cooperative Enrollment Program. After receiving the approval of their advisor and

participating graduate deans, students in the Cooperative Enrollment Program may take coursework at any of the cooperating (host) institutions and receive credit on their home institution's official transcript.

BGSU students who enroll in the cooperative graduate program at UT or MCO are required to complete a minimum of 51 percent of the courses in their graduate degree programs on the BGSU main campus. Part-time graduate students who participate in the program pay the instructional and, if applicable, the nonresident fees at the host institution on a per-hour basis. Instructional and nonresident fees will be waived by UT or MCO for a BGSU student who either pays full-time instructional and nonresident fees as a graduate student or who has a fee waiver as a graduate assistant.

A full-time cooperative graduate student must be registered for 11 graduate credits per term at BGSU. UT or MCO students must be registered for 12 graduate credits. If the student does not complete the full-time registration requirement at the home institution (i.e., withdraws from courses during the term), then the student will be billed retroactively by the host institution and their grades at the host institution will be withheld.

Graduate students who are funded at BGSU may enroll for a maximum of six credits per term at the host institution with a tuition grant for all fees. Graduate students who are funded at UT or MCO may enroll for a maximum of six credits per term at the host institution with a tuition grant for instructional fees. However, a tuition grant is provided only when registration at the home university represents at least two-thirds of the total (home + host) registration for the academic term.

Graduate students from the University of Toledo and the Medical College of Ohio who seek to enroll under the cooperative registration agreement must submit a completed [cooperative enrollment application](#) for the program. Not completing this form may result in holds on grades, registration, and transcript records. The application fee, admission fee, transcripts, test scores, and letters of recommendation are not required.

## **Admission Requirements**

### **Degree Program Admission Requirements**

Applicants to graduate degree programs at the University must possess a bachelor's degree from an accredited college or university and present evidence of broad and thorough undergraduate preparation that indicates probable success in graduate study. Applicants should also have a purpose which the Graduate College and the degree program to which they apply can foster and advance. Prospective students should keep in mind that graduate study is not merely a continuation of undergraduate study. It demands a higher level of scholarship, emphasizes research and creativity, and requires student initiative and responsibility. Since faculty, facilities, and other resources are limited, it is impossible to admit every interested applicant. Some areas are highly selective in admitting students because the demand for admission is greater in those areas than in others.

Prospective graduate students should consult with the graduate coordinator in the appropriate degree program at the time of application for admission concerning placement and employment prospects for graduates of that particular degree program. The University makes no guarantee concerning employment for graduates of any of its degree programs. However, University Placement Services provides career planning and placement assistance including individual counseling, professional development seminars, an electronic resume referral service, and credential services.

As a general prerequisite to graduate study in a degree program, a student must have met the requirements of this University for an undergraduate major or minor in that field or its equivalent. Further requirements or exceptions applicable to specific fields may be determined by individual degree programs. An applicant to a degree program will be evaluated for admission when the following materials are submitted to the Graduate College:

1. The application for admission;
2. The \$30 (non-refundable) application fee;
3. Either the Graduate Record Examinations (GRE), PRAXIS, or the Graduate Management Admission Test (GMAT) as specified below;
4. The Test of English as a Foreign Language (TOEFL) or the Michigan English Language Assessment Battery (MELAB) for all whose first language is not English; and
5. Two official transcripts from each institution attended (except Bowling Green State University) which must be forwarded directly from the institution(s). Personal copies of transcripts are not acceptable. Transcripts "Issued to Student" are not acceptable. Applicants must include ALL institutions attended regardless of the number or type of credits taken, terms attended, or whether transfer credits are reflected on another transcript. When temporary transcripts are submitted, acceptance to the Graduate College is granted upon receipt of final official transcripts (showing the date and degree earned) from the institution attended.

International applicants must submit all materials directly to:

Center for International Programs  
1106 Offenhauer West  
Bowling Green State University  
Bowling Green, OH 43403

## **Health Insurance**

All graduate students are required to meet the health regulations in effect at the University. A health history form is sent to applicants by the Graduate College when admission is granted. The form must be completed and returned to Student Health Services. Graduates of the University who have a health history form on file are not required to complete another form.

All graduate students enrolled for eight or more credit hours at Bowling Green State University and all international students are required to have adequate medical insurance coverage. Students are automatically enrolled in the university-sponsored medical insurance program for the entire year once registration takes place. Domestic graduate students who already have coverage and wish to be exempt from purchasing the university-sponsored medical insurance or wish to be enrolled for less than one year must contact Student Health Services. International Students who wish to be exempt from purchasing the university-sponsored medical insurance or wish to enroll for less than one year must contact International Programs. Alternative medical insurance coverage must meet University minimum requirements in order to be acceptable. Students also have the option of purchasing coverage for their spouses and/or dependent children through the University plan. Further information is available from [Student Health Services](#).

## **Continuing and Extended Education**

[Continuing and Extended Education](#), located at 40 College Park, extends the educational resources of the University through creative on-campus and off-campus programs that link organizations and individuals of all ages with the University's academic programs and personal and professional development offerings. Several of Continuing and Extended Education programs may be of particular interest to graduate degree-seeking students, including the Off-Campus Program, Summer Program, the Center for International Program, and Interactive Distance Education for All Learners (IDEAL).

The Off-Campus Program supports the delivery of complete Master in Education degree programs to cohorts of preK-12 teachers in their school communities. In addition, the program offers graduate-credit courses and professional development opportunities throughout northwest Ohio in areas of interest to teachers and school administrators.

The Summer Program promotes and coordinates the University's summer course offerings, thereby helping support graduate student success toward completing their degrees or fulfilling professional development requirements.

The Center for International Programs processes and reviews all international student admissions applications, and provides immigration advice and personal support for international graduate students. In addition, the center promotes and coordinates international student exchanges and education abroad opportunities for graduate students and encourages international awareness on campus and in the community.

IDEAL, which promotes and coordinates BGSU's distance education efforts, works to expand the university's academic year and summer courses offered via distance education (i.e., web-based and web-centric graduate courses and fully on-line degree programs).

# Non-Degree Admission Requirements

Applicants seeking admission as a non-degree graduate student must submit:

1. A completed non-degree application for admission form; and
2. An unofficial transcript, showing highest degree earned. If no transcript is received with the application, verification of the highest degree earned will be undertaken by the Continuing and Extended Education Office. Applications may be submitted to the Continuing and Extended Education Office; the Office of Registration and Records; or the Graduate College.

Graduate non-degree status applicants are not required to pay the \$30 application fee or the \$15 admission fee. Test scores and letters of recommendation are not required.

## Readmission

If a Plan I (thesis option) master's student has had no registration activity for four or more terms (including summer) and has never registered for thesis research (699), the student must reapply to the Graduate College. Once students are registered for 699, they are considered active.

If a Plan II (non-thesis option) master's student has had no registration activity for four or more terms (including summer), the student must either submit an application for graduation (if all degree requirements will be met within the term) or reapply to the Graduate College before continuing the degree program.

If a doctoral student has had no registration activity for four or more terms (including summer) and has never registered for dissertation research (799), the student must reapply to the Graduate College before continuing the degree program. Once doctoral students are registered for 799, they are considered active.

To apply for readmission, a student must submit a completed application to the Graduate College and a letter to the degree program describing the circumstances surrounding his or her absence from the University and requesting readmission. If course work has been taken at another university during the absence, an official transcript must be forwarded directly from the institution to the Graduate College. A degree program may request additional documents for readmission, such as letters of recommendation. After reviewing the request for readmission, the degree program will forward a recommendation to the Graduate College.

## Required Tests

### Graduate Record Examinations (GRE)

All applicants for admission to a graduate degree program (other than accounting, business administration, and organization development which require the GMAT) must submit valid

scores (scores obtained within the last five years) from the GRE General Test to the Graduate College. Some degree programs require scores from a Subject Test. Please refer to the individual program descriptions in this Catalog to determine which programs require this information. The GRE is administered by the Educational Testing Service. The current GRE Information and Registration Bulletin is available on-line via the World Wide Web at <http://www.gre.org> or you can write to Graduate Record Examinations, Educational Testing Service, Box 6000, Princeton, NJ 08541-6000, USA.

### **The Praxis Series**

Applicants for the Master of Education degree in Curriculum and Teaching in the Division of Teaching and Learning may submit either the GRE or the Praxis II (NTE) scores. The scores required prior to 9/1/99 are the Core Battery tests of General Knowledge and Professional Knowledge. One of the following scores is required on 9/1/99 and after: Principles of Learning and Teaching (PLT) tests, Grades K-6, Grades 5-9, or Grades 7-12.

The Praxis Series: Professional Assessments for Beginning Teachers is developed and administered by ETS. The current Praxis Series Registration Bulletin is available online via the World Wide Web at <http://www.ets.org/teachingandlearning/index.html> or you can write to Teaching and Learning Division, ETS, Box 6051, Princeton, NJ 08541-6051, USA.

### **Graduate Management Admission Test (GMAT)**

Valid GMAT scores (scores obtained within the last five years) are required of applicants seeking admission to graduate programs leading to the degrees of Master of Accountancy, Master of Business Administration, and Master of Organization Development. The GMAT is administered by ETS. The current GMAT Bulletin of Information and Registration Form is available on-line via the World Wide Web at <http://www.mba.com/mba/default.htm> or you can write to Graduate Management Admission Test, ETS, Box 6103, Princeton, NJ 08541-6103, USA.

### **Test of English as a Foreign Language (TOEFL)**

#### **Michigan English Language Assessment Battery (MELAB)**

Valid TOEFL or MELAB scores (scores obtained within the last two years) are required of all applying for admission whose first language is not English. The Center for International Programs provides TOEFL and MELAB information. The current Bulletin of Information for TOEFL is available on-line via the World Wide Web at <http://web1.toefl.org> or you can write to TOEFL Services, Box 6151, Princeton, NJ 08541-6151, USA.

To obtain the MELAB Information Bulletin and registration forms, write to: English Language Institute, Testing and Certification Division 3020 North University Building, The University of Michigan, Ann Arbor, MI 48109-1057, USA. Additional information is available via the World Wide Web at: <http://www.lsa.umich.edu/eli/testing/melab/>.

## **Students Whose First Language is not English**

All whose first language is not English are required to take on-campus English proficiency tests before planning the first-semester academic program with the graduate coordinator and before registration. On-campus testing is required of all international applicants whose first language is not English and applicants from Puerto Rico and francophone Canada.

The on-campus English tests are coordinated by the English as a Second Language (ESL) Program. Based on the results of these tests, students may be required to enroll in courses as designated by the ESL Program. Satisfactory completion of ESL courses is mandatory for continued University funding and graduation when students are required to enroll in such courses.

## **Transferring to Another Degree Program**

Students who are currently admitted to a degree program or are completing a graduate degree and wish to be considered for admission to another degree program must complete the admission process for that particular degree program.

The following conditions must be met before a file can be forwarded for program evaluation:

1. A new application for admission must be submitted to the Graduate College. Payment of the \$30 application fee and the \$15 admission fee is required upon transfer from graduate non-degree to degree status;
2. Required test scores must be submitted to the Graduate College;
3. Two official transcripts from each college and/or university attended, unless previously submitted and currently maintained on file (translations are required if in a language other than English), must be forwarded directly to the Graduate College (copies or official transcripts issued to students are not acceptable). Bowling Green State University transcripts do not need to be submitted;
4. Any specific degree program requirements must be met;
5. If a transfer from one degree program to another is requested, the graduate coordinator of the degree program from which the transfer is being made must be notified by the student.

When acceptance to a degree program is granted, the change in admission status will become effective the semester during which the request for transfer was submitted.

## **Costs & Financial Aid**



## Basic Fees and Charges

The Bursar's Office web site contains the most current University fees and charges:

<http://www.bgsu.edu/offices/bursar/page25739.html>

### Mandatory Fees

- A nonrefundable one-time application fee of \$30 is charged to all students seeking admission to a degree program in the Graduate College.
- A nonrefundable one-time admission fee of \$15 is charged and payable at the time of initial registration for degree seeking students. A registration fee of \$8 is assessed to all students each semester.

### Other Possible Charges

- A late payment fee is charged for paying fees after the last day designated for this purpose at the opening of a semester (including summer). The fee is \$5 for each late day including Saturdays and Sundays to a maximum of \$25.
- An excess credit fee of \$50 is charged for each hour of enrollment in excess of 18 hours.
- A \$25 returned check service charge is assessed, in addition to the bank charge, for each check returned by the bank as uncollectible.
- An automobile registration fee of \$40 is required of each student when registering an automobile with the Parking Service Office. Each automobile on campus must be registered and its decal displayed in accordance with instructions.
- A credit-by-examination charge of \$80 is made for each special examination taken for credit.
- Students who feel qualified to receive credit by examination may submit a formal petition to the Graduate College setting forth evidence of previous study and/or specific experience which they believe should permit them to take such an examination. Students who successfully pass an examination for credit receive a grade of S. Students who fail an examination for credit have a notation to that effect entered in the appropriate place on the record. A maximum of six hours of graduate credit may be taken by examination. Only students who have been admitted to a degree program may earn credit by examination.
- A course revalidation charge of \$25 is made for each course revalidation. Courses older than seven years (at the master's level) and ten years (at the doctoral level) may not be revalidated. Revalidation forms are available in the Graduate College office. Only courses taken on this campus in which the grades of A, B, S, or P were earned may be revalidated.
- An applied music fee of \$45 per semester hour or \$90 for 2 or more hours is charged for one-half hour of individual instruction per week. A student enrolled for applied music has access to practice rooms and equipment without charge, in accordance with schedules and regulations determined by the College of Musical Arts.

- There is a surcharge for students enrolled in the Executive MOD program and Executive MBA program due to the external nature of the programs.
- A master's thesis binding and microfilming charge of \$20 must be paid by each student before the unbound thesis is deposited in the Office of the Graduate College. The copy is bound and deposited in the Jerome Library, as is the microfilmed copy.
- A dissertation binding and abstract publication charge of \$75 must be paid by each candidate for the degrees of Doctor of Philosophy and Doctor of Education prior to depositing the copy of the dissertation with the Graduate College. This charge covers the cost of publishing the dissertation by University Microfilms International of Ann Arbor, Michigan, and the cost of binding the dissertation and microfilming it for Jerome Library.
- Students enrolled for eight or more semester hours are required to have health insurance. Students who do not indicate in writing that they already have health insurance must enroll in a student health insurance plan made available by the University. For 2000-01, this health insurance plan cost \$558 for the academic year.

### **International Student Health Insurance**

<http://www.bgsu.edu/offices/sa/health/info/page11936.html>

#### **Delinquent Accounts**

Students experiencing financial difficulties should contact the Office of the Bursar promptly to arrange for the payment of their outstanding balance to avoid the following collection actions.

When University charges (room, meals, fees, and others) are not paid on a timely basis, the Office of the Bursar will seek to collect the past due monies. As part of this process, service charges will be assessed. It is possible that a student's grades and/or transcript and other services may be withheld and room, meals, and/or registration may be cancelled. If satisfactory arrangements cannot be made to clear an outstanding account, as a last resort, the account will be referred to a third party for collection and the delinquency reported to the credit bureau. When extra costs (collection, attorney, litigation) are experienced, these costs will be added to the unpaid balance and will become the responsibility of the person/party owing the unpaid balance.

### **Dissertation Fellowships**

The University awards dissertation fellowships to outstanding doctoral students in the final stage of dissertation research. These awards provide an annual stipend and payment of the instructional, nonresident, general, and automobile registration fees for the term of the assistantship. A dissertation fellowship awardee must be registered for 16 hours, engaged in graduate study, and not otherwise employed. The student is expected to live and work within daily commuting distance of the University campus, with full access to the resources of the University. If the special needs of dissertation research or cooperative study require that the student should live and work elsewhere, then this must be stated at the time of application for the assistantship. Acceptance of other employment, or a decision to move to another region after the dissertation fellowship has been granted, may require the student to resign the assistantship.

## **Graduate Assistantships**

Graduate students with service assistantships (i.e., teaching, research, administrative, and housing) work a maximum of 20 hours per week when classes are in session. Students with dissertation fellowships (see below) may not engage in any employment during the period of their appointment.

### **Supplemental Employment**

Because academic success is the primary goal of graduate study, graduate assistants are discouraged from working more than 20 hours per week, including the assistantship assignment, when classes are in session. Graduate assistants should confer with their graduate coordinators before accepting additional employment, whether on or off campus. Dissertation fellow appointees may not engage in any employment during the period of their appointments. Federal regulations strictly prohibit international students from working more than 20 hours per week.

Before a graduate assistant contracts with an on-campus unit for additional employment, a Graduate Assistant Supplemental Payment form must be submitted to the Graduate College. The signature on this form indicates that the graduate coordinator, chair, or director has been informed of the student's intent to take on supplemental work. Each degree program is encouraged to establish guidelines for deciding the appropriate extent of supplemental employment.

The Graduate Assistant Supplemental Payment form separates the approval of supplemental employment for graduate assistants from that for faculty and staff; it clearly states the limitations on supplemental employment by graduate assistants. It calls for the graduate coordinator or chair/director (and the assistantship supervisor in the event that this individual is outside the program in which the student is enrolled) to certify that the supplemental work will not interfere with the student's academic program and assistantship responsibilities. The signature of the Graduate Dean will be routine unless the magnitude of the supplemental employment raises concerns.

### **Teaching, Research and Administrative Assistantships**

Graduate assistantships are available through the programs offering graduate degrees. These positions give students financial aid as well as the opportunity to acquire valuable experience. As of fall semester 2004, doctoral students are eligible for stipends from \$5,370 to \$12,623 for the academic year. Positions at the master's level pay between \$3,818 and \$10,100. Both require a registration for 12 hours of graduate credit each semester. All Graduate Assistants also receive a Tuition Scholarship Grant for the period of the award which includes full payment of the student's instructional, non-resident & general fee. Renewals of assistantship awards are possible.

Funding as a graduate student is available for a maximum of two academic years at the predoctoral level and a maximum of four years, depending on the program, at the doctoral degree level. A maximum of six years of funding, depending on the program, is specified for a student who completes both a master's degree and a doctoral degree at this university.

To retain an appointment, graduate assistants must be appropriately enrolled, must make satisfactory progress toward a degree, and must perform duties satisfactorily according to the terms of the appointment. A student's funding is terminated if he or she is suspended for ethical or legal misconduct as specified in the Student Code.

The instructional, nonresident, general, and automobile registration fees are paid by the University during the period of the appointment for graduate assistants. Instructional, nonresident, and automobile fee payments may also be extended as a professional courtesy for the following summer. Registered graduate students not receiving an assistantship during the summer must pay the general fee.

Application forms for assistantships and letters of recommendation should be submitted to the chair or academic program director in the winter preceding the academic year for which the appointment is desired (program literature should be consulted for specific deadlines). At the same time, an application for admission to the Graduate College should be filed. Applications are available on request from the Graduate College or the graduate department. A bachelor's degree is a prerequisite for funding of graduate assistantships. Official certification from the degree-granting institution is required to document completion of all requirements for the baccalaureate degree.

For more financial aid information visit <http://www.bgsu.edu/colleges/gradcol/page24961.html>.

## House and Hall Directors

Positions are available to full-time graduate students enrolled in master's or doctoral degree programs.

**House Directors:** House Directors reside in a small group living unit and are responsible for supervising residents, coordinating developmental programs, and advising executive boards. There is opportunity to gain exposure outside the living environment through a program assignment, including (but not limited to) advising Greek governing bodies, Chapter Development Consultant, or acting as Community Service Coordinator.

**Graduate Hall Director:** Graduate Hall Directors (GHD) work with full-time Hall Directors to supervise Resident Advisors (RA), advise hall government, implement academic initiatives, coordinate developmental programs, hear student discipline cases, serve on duty rotation schedule, and respond to student issues and emergencies. The GHD will be responsible for approximately 350 residents and reports to either a full-time Hall Director or an Assistant Director of Residence Life. Previous residence hall experience is preferred, but not required. By nature of live-in responsibilities, GHDs are required to reside on-campus.

As part of their compensation GHDs receive a stipend, meal-plan, and a furnished apartment. A tuition grant that covers the instructional, non-resident, and general fees is provided. One summer of instructional and non-resident fees are also paid.

Applications including a letter of application, resume, and list of three references may be submitted to: Office of Residence Life, Graduate Hall Director Search, 440 Saddlemire Student Services Building, Bowling Green, OH, 43403; FAX 419-372-0477; and [reslife@bgnet.bgsu.edu](mailto:reslife@bgnet.bgsu.edu).

Deadline: Applications will be accepted beginning mid-January preceding the academic year for which appointment is desired. Review of applications will begin late-February to mid-March.

Notification: The Office of Residence Life makes notification of applicant's status. Questions concerning available positions can be referred to the above address.

## **Housing**

For information regarding housing visit the following web address:

<http://www.bgsu.edu/offices/sa/offcampus/housing>

## **Loans and Employment**

Regularly admitted graduate students (excluding those with graduate non-degree status) are eligible to apply for need-based loans and Federal Work Study eligibility.

**For further details regarding the financial aid process please visit the following address:**  
<http://www.bgsu.edu/colleges/gradcol/page24961.html>.

## **Non-Resident Regulations**

For information regarding nonresident/resident regulations visit:

<http://www.bgsu.edu/offices/registrar/page5622.html>

## **Payment of Fees**

Fees are payable through the Office of the Bursar:

<http://www.bgsu.edu/offices/bursar/page25675.html>

All payments or payment arrangements must be made prior to the first official day of classes. A student's financial account must be paid in full, including fees and current charges, before a registration request will be honored for any term or session. Students should note that payments are applied chronologically to University debts. Therefore, if traffic or library fines, bookstore

charges, or other fees have been put on a student's account before the general fee was assessed, they will be paid off first, and the general fee will still be outstanding.

## **Exemptions**

Graduate assistants receive a fee scholarship covering the instructional fee, the nonresident fee, the general fee, and the automobile registration fee for the period stated in the contract. Graduate assistants in the College of Musical Arts are also entitled to a credit for applied music fees during the academic year (does not include the summer term). The Graduate College makes arrangements with the Office of the Bursar to credit appropriate fees for students under contract.

## **Refund of Fees**

For specific information regarding the process of refunding of fees please visit the following address:

<http://www.bgsu.edu/offices/bursar/page25775.html>

## **Academic Regulations**

### **Academic Dismissal**

It is possible for a student to lose funding at the end of a term and be placed on probation (without funding) for the subsequent term.

Graduate students are required to demonstrate "satisfactory progress toward the degree" in order to maintain a teaching or research assistantship. Failure to make "satisfactory progress toward the degree" normally results in probation and can lead to dismissal. Satisfactory progress means that master's students must maintain an overall average of 3.0 and doctoral students must maintain a 3.2 grade average.

The Graduate College monitors all graduate student records at the end of each term once grades have been posted. A list of students whose grades fall under 3.0 (for master's students) or 3.2 (for doctoral students) is sent on to the degree program for review.

The following should be considered in cases of unsatisfactory progress. The accumulation of two or more Cs, a D, or an F should cause the student and the graduate coordinator serious concern. These grades are clear warnings to the student in question that he or she is not making acceptable progress toward the degree. Students should be notified in person about their lack of satisfactory progress and the graduate coordinator or other members of the graduate faculty should articulate clearly what the student must do to be successful.

If the Graduate College determines that a student is not in good standing at the end of a term, the student will be placed on probation, continued on probation, or dismissed; students will be

notified in writing by the Graduate College. Decisions about probationary cases that are not clear-cut and dismissals will be made collaboratively between the graduate coordinator and the dean designate. When a student is continued on probation, the graduate coordinator will prepare a student success plan for the student that clearly states the outcome required for the student to remedy the academic deficiencies.

Students are rarely dismissed after only one semester of low grades unless they were conditionally admitted. However, students should not normally remain on probation for more than two semesters unless they are very close to a 3.0 or 3.2 and can demonstrate the ability to earn A's. If it is determined that a student already on probation is not likely to earn A's, dismissal should be considered in a timely fashion, rather than allowing the student to continue with little to no chance of successful completion. Final approval of dismissal rests with the graduate dean designate. If the decision is made to dismiss the student from his or her program of study, the Graduate College will notify the student in writing and the Registrar will make the proper notation on the student's record.

## **Academic Honesty**

Academic honesty is the central value of an academic community. It is expected that graduate students will neither engage in nor facilitate cheating (using or attempting to use unauthorized materials, information, or study aids), fabrication (falsification or invention of any information or citation), or plagiarism (representing the words or ideas of others as one's own) in their academic work. The Academic Honesty Policy is available at the following address:  
<http://www.bgsu.edu/offices/sa/studentdiscipline/page13640.html>.

The Academic Honesty Policy contains strict sanctions, including expulsion, for all forms of academic dishonesty. Students found guilty of violating other University regulations, such as engaging in moral and ethical misconduct, or in actions that are injurious to others or threaten the orderliness and well-being of the campus, are subject to equally strict sanctions in accordance with the provisions set forth in those regulations.

## **Academic Progress**

In order to remain in good standing and to graduate, a student must make satisfactory progress toward a degree. Academic good standing is defined as:

1. The maintenance of a 3.0 grade point average at the master's and specialist's levels and a 3.2 at the doctoral level;
2. The accumulation of not more than two incomplete grades;
3. The completion of departmental requirements other than course work, such as comprehensive examinations, thesis research, or foreign language requirement, by established deadlines; and
4. The absence of any suspensions, probations, or other disciplinary sanctions for violations of the Student Affairs Handbook.

Satisfactory academic progress in a program also involves maintaining the standards of academic and professional integrity expected in a particular discipline or program; failure to maintain these standards may result in the academic dismissal.

A course taken for graduate credit in which a D was received may not be used to meet degree requirements nor to meet the minimum credit hour requirements for a graduate degree; however, the hours and grade are used to compute the cumulative grade point average. If a graduate student repeats a course, each grade received is counted in computing the cumulative grade point average. To compute GPA, the total number of points (on the 4.0 scale) are divided by the total number of hours undertaken for graduate credit, excluding courses in which the marks INC, IP, S, U, or W/P are recorded.

## **Course Work**

### **Courses for Graduate Credit**

All courses numbered 500 through 700 carry graduate credit. As a matter of policy, no courses numbered lower than 500 carry graduate credit. Courses not approved for graduate credit cannot be taken and then added to a student's degree program for graduate credit. A graduate student who is enrolled in a graduate class open to undergraduates (400/500 courses) is required to do additional work of an individual nature to earn graduate credit for the course. The instructor is responsible for designating the type and amount of such work, but the graduate student must take the initiative in arranging for it within the first week of the term.

### **Graduate Courses for Undergraduates**

Under certain circumstances, it is permissible for undergraduate students to register for graduate course work prior to having received the baccalaureate degree. An undergraduate student who wishes to take graduate courses for graduate credit must apply to the Graduate College for admission as an advanced undergraduate. This type of registration is extended only to currently matriculated students of the University who have completed 90 semester hours of undergraduate work with at least a 3.0 grade point average. The student must have the instructor's and the graduate coordinator's permission.

The classification of advanced undergraduate is not equivalent to admission to any particular graduate degree program. Courses taken for graduate credit by an undergraduate student cannot be used to satisfy a requirement for the undergraduate degree. The student who is approved for the classification of advanced undergraduate may not register for more than six semester hours of graduate course work in any one semester. An advanced undergraduate is eligible for a maximum of nine semester hours of graduate course work during his or her tenure at the University.

If an undergraduate student wants to take a graduate course for undergraduate credit as part of the baccalaureate program, the student must petition the dean designate of the Graduate College. The graduate course may be used as an elective only. It cannot be used as a substitute for any



undergraduate course to satisfy a specific course requirement or a subject area distribution requirement of the undergraduate degree program.

## **Equal Access to Programs**

Bowling Green State University is committed to equal opportunity for all and does not discriminate in admission or access to, or treatment or employment in, its programs and activities on the basis of race, sex, sexual orientation, color, national origin, religion, creed, age, marital status, mental or physical disability, or veteran status. The Office of Equity, Diversity and Immigration Services (OEDIS), 705 Administration Building, BGSU, is responsible for relevant Federal and Ohio civil rights laws, including Title IX. OEDIS, along with Disability Services for Students (DSS), is responsible for compliance with Sec. 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

## **Graduate College Calendar**

Individual programs may establish earlier deadlines or guidelines for associated activities (e.g., signing up for comprehensive exams, submitting preliminary drafts of theses and dissertations, final examinations, etc.). The appropriate program handbook, or graduate coordinator, should be consulted. Students are reminded that it takes time to read theses, dissertations, and examinations with the rigor and care they deserve. Dates and deadlines can be viewed by visiting the [dates and deadlines](#) page.

## **Grade Appeals**

The procedure for grade appeals at the graduate level involves following a sequence of consultations. An appeal may be settled during an early stage, but the complete process includes five steps:

1. Student meets with course instructor;
2. Student meets with departmental faculty member who serves as grade appeal agent (see University Charter B-II. G.9);
3. Student meets with the departmental chair or program director;
4. Graduate College grade appeal committee reviews the student's grade appeal;
5. Graduate dean designate reviews the due process procedures.

All levels of the appeal process are advisory to the instructor. Only the course instructor can change a student's grade.

It is the student's responsibility to follow the steps in the procedure according to the sequence outlined above. Grade and absence grievances may not be appealed beyond the Graduate College level.

### *Deadlines*

The grade appeals procedure must be initiated by the end of the fifth week of the spring semester

for grades received during fall semester, and by the end of the fifth week of fall semester for grades received during the spring or summer semester. All actions for grade changes must be completed during the semester in which the grade is appealed.

## **Grading Policies**

### **Unit of Credit**

The unit of credit is the semester hour, which is ordinarily earned by one hour of recitation or lecture a week per semester. Grading Policies Depending upon the amount of outside preparation required, two or three hours of laboratory work carry the same credit as one hour of recitation or lecture.

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### **Grading System**

The following system of marks is used in reporting and recording a graduate student's proficiency in courses:

- A - excellent 4.0 points
- B - acceptable 3.0 points
- C - below standard 2.0 points
- D - failure 1.0 points
- F - failure 0.0 points
- WF - withdraw failing 0.0 points

A course taken for graduate credit in which the grade of D or F is received may not be used to meet degree requirements or to meet the minimum credit hour requirements for a graduate degree. Some academic departments prohibit the use of courses with C grades for degree requirements; students should consult the student handbook in their program area.

Some courses are graded on an S/U (satisfactory/unsatisfactory) basis and are so indicated in the individual course descriptions. A grade of S is equivalent to a letter grade of B or higher. If a graduate course has been approved for S/U grading, a graduate student is not eligible to receive a letter grade in that course.

Grades for courses numbered 699 and 799 are reported as IP (in progress) until the completed thesis or dissertation is approved when the final grade of S (satisfactory) is substituted.

### **Grading Options**

#### *Graduate Courses*

Students and instructors do not have an option concerning the grading system for a graduate course. Each graduate course is approved for either letter or S/U grading. Unlike undergraduate grading, it is the University's decision, not the student's option, which determines the grading system to be used in graduate-level courses.

### *Undergraduate Courses*

Graduate students who take undergraduate courses are graded according to the undergraduate grading system. Such students receive a letter grade unless they register to be graded on an S/U basis. Regardless of the grading option, undergraduate courses taken by graduate students are not calculated in the graduate GPA.

## **Incomplete Grades**

An INC (incomplete) is given only when, for some approved reason, a student fails to take the final examination or to fulfill a definite requirement in a course. IPs (in progress) are given for thesis (699) and dissertation (799) research.

An INC can be removed and a grade substituted if the student completes course requirements to the satisfaction of the instructor prior to the deadline established by the Graduate College. The deadlines for removal of incomplete grades for the respective academic semesters are:

Fall Semester : June 1

Spring Semester: September 1

Summer Semester: January 1

Once the deadline has passed, the instructor has the option of assigning a grade based upon the work completed by the deadline or leaving the grade as a permanent incomplete on the record.

The graduate dean designate has the authority to extend the deadline for an incomplete when there are documented serious reasons. The student must petition the graduate dean designate for such consideration prior to the expiration of the deadline. The instructor's support is required for approval of the request.

Once the deadline has expired for removal of an incomplete, the only way a student can redeem a course with an INC is to take the course again. The course is entered twice on the transcript; the original course remains on the transcript as an INC grade. Reregistration involves the payment of appropriate fees.

## **Leave of Absence**

Students may request an approved leave of absence from the University by sending a request, endorsed by the graduate coordinator, to the Graduate College. A leave of absence must be for a designated period of time. Typically, a leave is for six to 12 months. If a student is on an approved leave of absence, the time of the leave does not count against the six- or eight-year time limit for degree completion. Students may not take a leave of absence for the purpose of taking undergraduate courses.

## **Requirement Changes**

In regard to their curricula and courses, students are governed by their approved Tentative Degree Program (TDP). In regard to the rules and policies, students are governed by the current catalog.

The University seeks to offer degree programs with integrity and stability. Accordingly, students may expect the programs to be implemented basically as described. However, because higher education is a dynamic enterprise, the University has the authority to make changes in policies, degree programs, requirements, course offerings, class schedules, assignment of instructors, fees, and other aspects of its educational programs at any time, sometimes without prior notice. Such alterations and changes in policy supersede specific information appearing in the Graduate Catalog and other official publications of the University.

General requirements in degree programs cannot be waived. In addition to the minimum requirements specified by the Graduate Council, academic departments/ schools also have the authority to prescribe their own degree requirements and policies. Students already studying in graduate degree programs may be required to comply with alterations in the curriculum when major revisions occur. Prospective students should consult with the departmental graduate coordinator concerning the degree program of interest, current offerings, and precise requirements. Ignorance of degree requirements and regulations is not a justification for an exemption or waiver. It is the responsibility of graduate students to familiarize themselves with the rules and regulations of their academic department as well as the policies presented in the Graduate Catalog and Student Affairs Handbook and to maintain familiarity with such policies throughout their graduate studies at Bowling Green State University. Only students who satisfactorily complete all the requirements in a program will be recommended for the appropriate graduate degree.

## **Transfer Credit**

Students who have been fully admitted into a graduate degree program at the University may petition to transfer graduate credit from another accredited graduate school once they have satisfactorily completed eight hours of graduate work at BGSU. The petition takes the form of inclusion in the Tentative Degree Program (TDP). An official transcript must be received by the Graduate College before credit can be approved for transfer. Credit may be transferred only for courses in which the student received the grades of A or B. Credit for an S grade may be transferred only if the grade is regarded by the grading school as B or better.

The transfer of credit received for such external courses to satisfy requirements of a degree program at BGSU depends upon the following:

1. The course is sponsored or given by a regionally accredited graduate college or university. This of itself, however, does not assure acceptance of the course.
2. A formal, written petition by the student is required for the transfer of credit. The petition is submitted to the major department for its consideration and recommendation. The

recommendation of the department is forwarded to the dean designate of the Graduate College for a decision.

3. Documentation is required on courses that are “external” or “nonresident” offerings of another university if acceptance of them for degree credit is requested from BGSU. Minimally, the graduate school offering college or university credit must be fully accredited. The course must be listed and described in the catalog offerings or other official publications of the institution. The content of the course must satisfy a requirement in a graduate degree program at the offering institution and be able to satisfy a degree requirement at BGSU. An official transcript is required at BGSU.
4. Petitions for acceptance of “summer tour” or “travel” type courses must be fully documented so that their academic integrity can be judged. Promotional literature from a tour or travel agency or institutional sponsor is not considered documentation of the academic character of the course. Minimal documentation submitted by the student should include the following:
  - A) A photocopy of the course description from the graduate catalog or other official literature of the sponsoring institution;
  - B) A statement in the institution’s graduate catalog or signed by the dean designate of the graduate school that specifies the graduate degree programs in which the course satisfies degree requirements in the institution offering the course. A viable alternative is a copy of an evaluative statement concerning the course from the department(s) in which it is used to satisfy degree credit;
  - C) An official transcript from the sponsoring institution following completion of the course.

The minimal documentation on “tour courses” is necessary to evaluate the quality of the course and to determine its applicability to a student’s degree program. Many accredited graduate schools offer courses for personal and professional development that carry graduate credit but are not applicable to their degree programs. Official assurance is required.

5. Bowling Green State University, as a fully accredited university, has a long standing custom of approving the transfer of credit from other fully accredited institutions. It is necessary for a student to petition, in writing, through the academic department for such transfer after the course has been completed. **Prior guarantees of any type that a course will be transferable cannot be given.** Any prior assurances given by faculty members or staff of Bowling Green State University must be regarded as estimates or opinions. They do not commit the University to a course of action.

Transfer of credit is not appropriate for graduate non-degree students; by definition, they have no graduate degree program toward which credit is to be transferred. The transfer of credit for any graduate student for purposes of consolidating transcripts is not allowed. If a graduate non-degree student later becomes admitted to a graduate degree program, transfer of credit can be

requested in consultation with the graduate coordinator of the program. Conditionally admitted students must achieve regular status before petitioning for transfer of credit. Final approval for transferred credit is granted only by the graduate dean designate.

The time limits for completion of a master's degree and a specialist degree (six years) and for a doctoral degree (eight years) apply also to transferred credit. That is, all credits within a master's and specialist program must fall within the six-year period dating from the end of the earliest course used to fulfill degree requirements on the Tentative Degree Program; similarly, all credits within a doctoral program must fall within the eight-year period.

Once the request for transfer of credit has been approved by the academic program and the Graduate College, and official transcripts are received, the credit hours—not grades—for the courses are transferred into the student's degree program. Because the grades are not officially recognized, they cannot be counted into a student's cumulative grade point average. Transfer credit is processed at the time of graduation to ensure the course work falls within the time to degree limits.

Courses equivalent to those at the University cannot be transferred for credit and also taken for credit here (course duplication is not allowed). Only graduate level courses qualify for transfer to graduate degree programs. Courses that have already been applied in whole or in part in any way toward any other degree or certificate may not be transferred.

A maximum of 9 semester hours of post-baccalaureate credit may be transferred into a master's program subject to approval of the program and the Graduate College.

A maximum of 9 semester hours of post-master's credit may be transferred into a doctoral program subject to approval of the program and the Graduate College. This is in addition to the 30 hours that transfer from a master's program.

## **Registration**

### **Audit**

Students who wish to attend a class without receiving credit for it may register to audit that course. A per-hour instructional fee is charged as if the student had registered for the course for credit. Audits do not count toward minimum registration loads, nor do they satisfy degree requirements. Audit registration cannot be processed after the fourteenth day.

### **Changes in Registration**

Adds and drops (including those for audited courses) are allowed at the discretion of the student (without instructor's and graduate coordinator's approval) for the first fourteen calendar days of a semester (the first three calendar days of a summer session). The Graduate College will not approve an add of a regularly scheduled class nor a change to or from audit after the fourteenth day. To drop a class after the fourteenth day, the Graduate College requires instructor's and

Graduate Coordinator's approval.

Students may drop a course or withdraw from the University between the second and ninth week of a semester and be eligible for a WP (withdraw passing), contingent upon satisfactory performance in the course. To be eligible for a WP, a graduate student must be doing C work or better. The signatures of the instructor, the coordinator, and the Graduate College dean designate are required.

After the ninth week, students who withdraw from a course receive a WF (withdraw failing) unless a WP is authorized by the dean designate of the Graduate College for serious documentable contingencies such as an extended illness.

For summer terms, students may drop a course or withdraw from the University and receive a WP contingent upon satisfactory performance in the course if the drop or withdrawal occurs prior to the following deadlines:

- during the fifth week of an eight-week session
- during the fourth week of a six-week session

See the calendar published by Summer Programs for specific deadlines for withdrawing from a course during a particular summer session.

## **Cooperative Registration**

Bowling Green State University, Medical College of Ohio, and The University of Toledo offer graduate students enrolled in degree programs, the unique opportunity to enhance their academic experience by taking advantage of resources provided by the participating institutions through the Graduate Cooperative Enrollment Program. After receiving the approval of their advisor and participating graduate deans, students in the Cooperative Enrollment Program may take coursework at any of the cooperating (host) institutions and receive credit on their home institution's official transcript.

BGSU students who enroll in the cooperative graduate program at UT or MCO are required to complete a minimum of 51 percent of the courses in their graduate degree programs on the BGSU main campus. Part-time graduate students who participate in the program pay the instructional and, if applicable, the nonresident fees at the host institution on a per-hour basis. Instructional and nonresident fees will be waived by UT or MCO for a BGSU student who either pays full-time instructional and nonresident fees as a graduate student or who has a fee waiver as a graduate assistant.

A full-time cooperative graduate student must be registered for 11 graduate credits per term at BGSU. UT or MCO students must be registered for 12 graduate credits. If the student does not complete the full-time registration requirement at the home institution (i.e., withdraws from courses during the term), then the student will be billed retroactively by the host institution and their grades at the host institution will be withheld.

Graduate students who are funded at BGSU may enroll for a maximum of six credits per term at the host institution with a tuition grant for all fees. Graduate students who are funded at UT or MCO may enroll for a maximum of six credits per term at the host institution with a tuition grant for instructional fees. However, a tuition grant is provided only when registration at the home university represents at least two-thirds of the total (home + host) registration for the academic term.

Graduate students from the University of Toledo and the Medical College of Ohio who seek to enroll under the cooperative registration agreement must submit a completed [cooperative enrollment application](#) for the program. Not completing this form may result in holds on grades, registration, and transcript records. The application fee, admission fee, transcripts, test scores, and letters of recommendation are not required.

## **Credit Hour Load**

A full-time graduate student is defined as a student registered for eight semester hours.

A graduate assistant is required to register for a minimum of 12 hours of graduate credit per semester during the fall and spring semesters of the academic year unless otherwise exempted by the departmental graduate coordinator and the graduate dean designate. Graduate students who receive an assistantship stipend during the summer term must enroll in a minimum of nine graduate credit hours during that term. Audits do not count toward minimum registration loads; GRAD 600 may. Graduate assistants completing a master's thesis or a doctoral dissertation should consult their advisers for appropriate registration requirements.

The maximum registration of a graduate student across all summer sessions is 12 hours of regular classes or workshops. With the permission of the dean designate of the Graduate College, a graduate student may add arranged courses to receive credit for more than 12 hours (but usually not more than 15) across all summer sessions.

Excess credit hour loads (beyond 18 hours in an academic semester or beyond the 12-hour limit for summer) require approval from the dean designate of the Graduate College. An excess credit fee of \$50 is charged beginning with the 19th hour and continuing for every hour thereafter.

## **Dismissal/Withdrawal**

### **Dismissal from a Course**

The University reserves the right to withdraw any graduate student from any course when the student's continuance is not in the interest of the student, the class, or the University. The dismissal of a graduate student from a course and the grade and/or notation in the official record are determined by the dean designate of the Graduate College and the vice president for academic affairs, after consultation with the instructor in the course. Students have the right of appeal as prescribed in the Student Affairs Handbook.



## **Cancellation of Registration**

The student's class schedule may be cancelled if the fees and charges are not paid prior to the beginning of each semester.

## **Withdrawal from the University**

Students who wish to withdraw from the University in good standing must obtain the permission of the dean designate of the Graduate College. After classes begin, a student who drops all classes (even if enrolled for only one class) must withdraw from the University at the Graduate College. If a student leaves the University without proper notice and permission, he or she receives a grade of WF in all courses and is not entitled to any refund of fees.

## **Registration Deadlines**

Students must make formal application for admission to the Graduate College prior to registering for classes in order to receive graduate credit. The Graduate College is located at 120 McFall Center.

The University requests that ALL graduate students register for classes at the designated time as listed in the Schedule of Classes. This process will allow early evaluation of low enrollment courses and the possible cancellation of sections. Please register early to ensure that the graduate courses you are planning to take are offered.

Registration may be completed at academic departments, on the web through MyBGSU (with a BGNET account), or at the Office of Registration and Records, 110 Administration Building. Students who register during continuing student registration will be billed by the bursar. In-person registrations after fees are due must be paid by the last working day prior to the start of the term. Registration after the start of the term must be prepaid. Funded students will automatically be prepaid.

Graduate students who use University services must be regularly registered for credit.

## **Registration and Records Policies**

### **Student Records**

The Family Educational Rights and Privacy Act of 1974 provides for student access to educational records that include personally identifiable information, and limits the release of such information without the student's explicit consent.

The University has developed a policy governing the inspection, review, and release of such information obtained in a student's educational record. This policy is based upon regulations issued by the federal government. The Student Records Policy can be found in the Student Affairs Handbook which is distributed by the Office of Student Affairs, 305 Student Services

Building, BGSU main campus.

### **Change of Address**

To assure prompt receipt of grades and schedules, students should report any change in their address to one of the following offices: Admissions, Bursar, Financial Aid, Student Employment, Graduate College, Student Housing and Residence Programs, or Registration and Records.

### **Change of Personal Information**

Changes to student personal information should be reported to the Office of Registration and Records. For name changes, two documents are required, one with the new name and one with the former name. One of these must contain a photograph of the student. Acceptable documents include a court order, a marriage license, or a driver's license.

### **Veterans Affairs Office**

The Veterans Affairs Office is located in the Office of Registration and Records. The Office certifies all students eligible for Veterans Affairs educational benefits under Chapters 31 (Title 38, Code of Federal Regulations), 30, 32, and 35 (Title 38, United States Code), and 106 (Title 10, United States Code). Students applying for veteran's benefits may need to provide a copy of Member 4 of the DD 214 Form, "Report of Separation from the Armed Forces." Questions should be directed to the Office of Registration and Records, 110 Administration Building.

### **Certifications**

Certifications for loan deferments, good student car insurance discounts, health insurance, and degree, scholarship, and enrollment verifications are processed in the Office of Registration and Records, when requested by the student.

### **Motor Vehicles**

Students who operate a motor vehicle while enrolled in the University must comply with state and University motor vehicle regulations. A brochure containing these regulations is available at the Parking and Traffic Division, 104 Commons.

## **Schedules**

### **Academic Year**

The academic year is divided into two semesters of approximately 16 weeks each and a summer term. The summer term is conducted as a regular part of the academic program. While some courses are offered for the full term, most are offered in one of two consecutive sessions, each complete within itself so that the student may enroll for one session or for both sessions.

Prior to continuing student registration, a listing of course offerings is available on-line at <http://webapps.bgsu.edu/classes>. A Schedule of Classes booklet is available through the Office of Registration and Records.

The Summer School Schedule is available on-line at the Continuing and Extended Education web site at <http://summer.bgsu.edu/>.

## **Time Limits for Degree and Revalidation**

The time limit to complete all degree requirements for master's students is six years from the end of the earliest course used to fulfill degree requirements on the Tentative Degree Program (TDP) and eight years for doctoral students. Students may apply for an extension of up to one calendar year if the request for an extension is made before the time limit has elapsed. Doctoral students may be granted two extensions, not to exceed a total of two calendar years.

If the extension is approved by the graduate coordinator and the graduate dean designate, revalidation of outdated courses (over six but no more than seven years old for master's degrees; over eight but no more than ten years for doctoral degrees) may be necessary.

When necessary, revalidation is accomplished by retaking the course or by special examination determined by the degree program on each outdated course. A charge of \$25 is assessed for revalidating a course by examination.

Students may not revalidate courses with a grade of C or lower, courses that are internships or other forms of practicum, or courses taken at other institutions.

If the revalidation examination is satisfactory (i.e., passed by a B grade or better), then the original course grade will be retained and the student's transcript will reflect revalidation. If the examination is failed, then no change will be made to the student's record. More than one attempt to revalidate a course by examination is permitted if supported by a recommendation from the graduate coordinator of the degree program and approved by the dean designate of the Graduate College. Application forms to be used in revalidating courses by examination are available in the Graduate College.

## **Transcripts**

An official transcript of a student's record is used for transferring credits to other colleges and universities and for transmitting information to certifying agencies and employers. An official transcript is issued only at the written request of the student. An official transcript is not released for a student who is delinquent on any financial obligation to the University or who is not fully admitted. Requests for transcripts to be picked up in person should be submitted at least 24 hours in advance to the Office of Registration and Records, 110 Administration Building, on the BGSU campus. If ordered from 104 East Building on the Firelands campus, transcripts will take at least one week for processing. Photo identification is required. You also may order transcripts by downloading, printing, and completing the transcript order form, then mailing or faxing it to the

Office of Registration and Records [See address and fax number above]. The printable Transcript Order Form can be found here: <http://www.bgsu.edu/offices/registrar/page5601.html>.

Transcripts from other institutions that have been presented for admission or evaluation become part of the student's permanent academic file and are not returned or copied for distribution. Students desiring transcripts covering work completed elsewhere should request them from the institutions concerned.

## **Transfer Credit**

Students who have been fully admitted into a graduate degree program at the University may petition to transfer graduate credit from another accredited graduate school once they have satisfactorily completed eight hours of graduate work at BGSU. The petition takes the form of inclusion in the Tentative Degree Program (TDP). An official transcript must be received by the Graduate College before credit can be approved for transfer. Credit may be transferred only for courses in which the student received the grades of A or B. Credit for an S grade may be transferred only if the grade is regarded by the grading school as B or better.

The transfer of credit received for such external courses to satisfy requirements of a degree program at BGSU depends upon the following:

1. The course is sponsored or given by a regionally accredited graduate college or university. This of itself, however, does not assure acceptance of the course.
2. A formal, written petition by the student is required for the transfer of credit. The petition is submitted to the major department for its consideration and recommendation. The recommendation of the department is forwarded to the dean designate of the Graduate College for a decision.
3. Documentation is required on courses that are "external" or "nonresident" offerings of another university if acceptance of them for degree credit is requested from BGSU. Minimally, the graduate school offering college or university credit must be fully accredited. The course must be listed and described in the catalog offerings or other official publications of the institution. The content of the course must satisfy a requirement in a graduate degree program at the offering institution and be able to satisfy a degree requirement at BGSU. An official transcript is required at BGSU.
4. Petitions for acceptance of "summer tour" or "travel" type courses must be fully documented so that their academic integrity can be judged. Promotional literature from a tour or travel agency or institutional sponsor is not considered documentation of the academic character of the course. Minimal documentation submitted by the student should include the following:
  - A) A photocopy of the course description from the graduate catalog or other official literature of the sponsoring institution;

B) A statement in the institution's graduate catalog or signed by the dean designate of the graduate school that specifies the graduate degree programs in which the course satisfies degree requirements in the institution offering the course. A viable alternative is a copy of an evaluative statement concerning the course from the department(s) in which it is used to satisfy degree credit;

C) An official transcript from the sponsoring institution following completion of the course.

The minimal documentation on "four courses" is necessary to evaluate the quality of the course and to determine its applicability to a student's degree program. Many accredited graduate schools offer courses for personal and professional development that carry graduate credit but are not applicable to their degree programs. Official assurance is required.

5. Bowling Green State University, as a fully accredited university, has a long standing custom of approving the transfer of credit from other fully accredited institutions. It is necessary for a student to petition, in writing, through the academic department for such transfer after the course has been completed. **Prior guarantees of any type that a course will be transferable cannot be given.** Any prior assurances given by faculty members or staff of Bowling Green State University must be regarded as estimates or opinions. They do not commit the University to a course of action.

Transfer of credit is not appropriate for graduate non-degree students; by definition, they have no graduate degree program toward which credit is to be transferred. The transfer of credit for any graduate student for purposes of consolidating transcripts is not allowed. If a graduate non-degree student later becomes admitted to a graduate degree program, transfer of credit can be requested in consultation with the graduate coordinator of the program. Conditionally admitted students must achieve regular status before petitioning for transfer of credit. Final approval for transferred credit is granted only by the graduate dean designate.

The time limits for completion of a master's degree and a specialist degree (six years) and for a doctoral degree (eight years) apply also to transferred credit. That is, all credits within a master's and specialist program must fall within the six-year period dating from the end of the earliest course used to fulfill degree requirements on the Tentative Degree Program; similarly, all credits within a doctoral program must fall within the eight-year period.

Once the request for transfer of credit has been approved by the academic program and the Graduate College, and official transcripts are received, the credit hours—not grades—for the courses are transferred into the student's degree program. Because the grades are not officially recognized, they cannot be counted into a student's cumulative grade point average. Transfer credit is processed at the time of graduation to ensure the course work falls within the time to degree limits.

Courses equivalent to those at the University cannot be transferred for credit and also taken for credit here (course duplication is not allowed). Only graduate level courses qualify for transfer to

graduate degree programs. Courses that have already been applied in whole or in part in any way toward any other degree or certificate may not be transferred.

A maximum of 9 semester hours of post-baccalaureate credit may be transferred into a master's program subject to approval of the program and the Graduate College.

A maximum of 9 semester hours of post-master's credit may be transferred into a doctoral program subject to approval of the program and the Graduate College. This is in addition to the 30 hours that transfer from a master's program.

## **General Information**

# **Advising System**

Careful planning of a degree program is important for all graduate students, and especially vital for those who spread graduate work over more than one year. For this reason, incoming graduate students need to know their responsibilities as well as those of the program and the Graduate College.

### *Student Responsibilities*

Each student is responsible for meeting the specific degree requirements outlined in this catalog and the deadlines published under "Academic Regulations," also in this catalog.

### *Graduate Advisor*

Students have a graduate advisor (also called a major professor). This advisor and the graduate student work together in the active pursuit of knowledge and research. There is an in depth relationship on academic matters. The graduate student receives guidance from this advisor as well as from the examining and thesis or dissertation committee when appropriate.

### *Graduate Coordinator*

In addition, each program has a graduate coordinator whose duties include informing graduate students about the policies, practices, and deadlines of the Graduate College. This person is responsible for monitoring the academic progress of each student throughout his or her degree program. The graduate coordinator also provides various kinds of written certification of a student's degree progress which are subsequently posted in the official records of the Graduate College and Office of Registration and Records. Specific requirements about the various steps in matriculation toward the degree are available from the program's graduate coordinator and the Graduate College.

### *Graduate College*

The Graduate College serves primarily as a monitor of the student's progress toward a degree and is the coordinator of activities that are beyond the scope of the program.

## **Application for Graduation**

To become a candidate for a graduate degree-master's, specialist, or doctoral-the student must file an application for graduation. The graduation application must be filed by the following dates:

Fall Semester September 18

Spring Semester January 26

Summer Semester June 5

## **Dual Master's Degree**

A student may design a program of study incorporating two related fields leading to the simultaneous award of two master's degrees. The purpose of the student's program must be directed to developing competencies in two collateral fields of inquiry or to building an interdisciplinary specialization that integrates the knowledge and analytical skills of the two disciplines.

To demonstrate a capacity for an effective integration of the two fields, the student must complete the basic core requirements for each curriculum with a minimum 3.0 GPA and successfully defend a thesis on a topic that is related to the two areas of major concentration or successfully complete a comprehensive examination drawn from the two fields. The thesis will be supervised by a faculty committee of four members drawn equally from the two departmental programs in which the degree will be awarded.

Typically, the dual degree program with a thesis will consist of approximately 22 semester hours in each discipline and a thesis of six semester hours. The non-thesis option will generally consist of approximately 24 to 27 semester hours in each discipline. In no case will the dual degree be awarded if the student has not completed the core requirements of each curriculum and a program of study of at least 50 hours, including a maximum of six hours for the thesis and no more than eight hours of independent study/readings/special programs registrations.

The rationale and program of study must be approved in advance by the respective departmental programs and the Graduate College by the submission of a graduate application for admission and a Tentative Degree Program for the dual degree before the student has accumulated 24 semester hours. The dual degree option is not available to students who already have a master's degree or who do not present an acceptable program of study prior to the completion of 24 credit hours. These students, however, may pursue a course of study leading to the awarding of a second master's degree as specified in the following section.

## **General Requirements for Master's Degree**

### *Types of Programs*

The specific descriptions of the respective master's degrees are given under the subheadings of

Master of Accountancy, Master of Arts, Master of Arts in Teaching, Master of Business Administration, Master of Education, Master of Family and Consumer Sciences, Master of Fine Arts, Master of Industrial Technology, Master of Music, Master of Organization Development, Master of Public Administration, Master of Rehabilitation Counseling, and Master of Science. Degree requirements are outlined under the degree headings listed above and in the program descriptions in the “Graduate Programs and Courses” section of this catalog. In several of the programs, students may pursue the degree under either a thesis option (Plan I) or a non-thesis option (Plan II). Students present their intention to pursue either a Plan I or a Plan II master’s degree program at the time of submission of the Tentative Degree Program form to the Graduate College. All master’s degree programs have a culminating option (e.g., thesis, project, or comprehensive examination, etc.).

### *Credit Hours*

All master’s degree programs of the University require at least 30 semester hours of graduate course work. Specific credit hour requirements are listed under the degree and program descriptions. Students must be enrolled for at least one hour of credit in the semester in which they graduate. A student who completes all degree requirements by the end of the first day of the semester in which he or she is graduating is not required to register during the graduation semester.

### *Level of Work*

At least 18 hours of credit in the student's master's degree program must be on the 600-level or higher. Many 500-level courses are cross-listed with 400-level undergraduate courses. A graduate student must register for the 500-level section of the course.

### *Residence Requirements*

A minimum of 24 hours toward the master's degree must be earned at Bowling Green State University. Credits earned at the Firelands extension branch may apply toward the requirements for the master's degree only when the extension course is specifically given for graduate credit. Transfer credit must be in addition to the minimum of 24 hours earned in residence. Unless a degree program has been specifically approved by the Ohio Board of Regents as an off-campus graduate degree program, the individual student must complete at least 51 percent of graduate course work on the main campus of the University, as distinguished from the Firelands branch campus or another offcampus extension center.

### *Time Limits for Degree and Revalidation*

Candidates must complete all requirements for a master's degree within six years from the end of the earliest course used to fulfill degree requirements on the Tentative Degree Program. Course credits older than six years will not apply unless submitted for revalidation. Courses older than seven years may not be revalidated.



# Graduate Certificate Programs

In addition to graduate degrees, Bowling Green State University offers graduate certificates. Students may enroll in only a certification program, or may complete a certificate in conjunction with a graduate degree at BGSU.

## *Ethnic Studies*

The graduate certificate in Ethnic Studies is offered within an interdisciplinary/ multidisciplinary framework. The curriculum contributes to societal needs as it addresses issues of racial and ethnic diversity in the workplace, community, nation, and world during a period of profound demographic change. It is designed to provide professional study in an area of increasing importance to practitioners in social, health, and immigration service agencies; law; and K-12 and community college education, among other occupations. The certificate also offers a graduate credential to students pursuing advanced degrees and seeking to broaden their teaching and research competencies in order to enhance their career options and employment prospects.

## *Gerontology*

The 15-semester hour graduate certificate in Gerontology was designed by the College of Health and Human Services to prepare students to help promote successful aging among the elderly. Adopting a multidisciplinary approach, the certificate curriculum acknowledges the role of biological, psychological, and social influences on older adults' well-being. The certificate program is appropriate for professionals who occupy positions in agencies and institutions that directly administer and deliver services to the elderly, but who have not received recent formal training in gerontology; for students pursuing academic and/or research careers that focus on the elderly; and for students who anticipate their chosen profession (e.g., business, health care) will bring them into contact with older adults. Regardless of a student's career goals, the Certificate Program provides knowledge of gerontology that is applicable to all business, professional, and personal situations involving older adults.

## *Women's Studies*

The graduate certificate in Women's Studies brings together scholars and graduate students across the University actively engaged in interdisciplinary feminist scholarship. This graduate certificate is an official acknowledgement of training and expertise in the field of women's and gender studies. The certificate program provides students with knowledge of a unified approach to the study of fundamental issues in sex and gender studies. Students examine how sex and gender have been reflected in culture across time; how they shape institutions as well as personal experience; how they interact with issues such as race, ethnicity, and socioeconomic class; and how new ways of thinking about gender challenge the processes by which knowledge about human beings and our behavior is acquired, interpreted, and transmitted.

The graduate certificate is intended to supplement professional training, whatever it may be. As a stand-alone credential, the certificate is designed for individuals working in fields related to women's health care and well being, as well as professionals in positions of advocacy for

women, elementary, high school, and community college teachers, and returning, nontraditional students.

The certificate acknowledges formal training and expertise in issues of cultural diversity, gender equity, feminist theory, feminist methodology, and the infusion of gender into all psychological, social, and mediated relationship.

## **Interdisciplinary Degree**

The interdisciplinary studies degree option is a response to an increasing interest by students and faculty in an interdisciplinary approach to graduate study and scholarship. It is available to students who have been admitted to a master's degree program, but who have unique educational needs that cannot be met within a single degree program. It is limited to those areas in which sufficient faculty and adequate material resources exist to support the proposed course of study.

Any student who has been admitted to a master's degree program and who is interested in pursuing the interdisciplinary studies degree option may develop a proposal under the direction of a faculty advisory committee representing each program or major area of scholarship identified in the proposed interdisciplinary course of study. The course of study must be one that is not available through an existing program, must be at the level (i.e., master's or specialist) of the program to which the student has been admitted, and must combine at least two different graduate degree areas which offer the graduate degree at the master's or specialist level.

The faculty advisory committee must include a minimum of three members of the graduate faculty. Students submit petitions to the Graduate College in accordance with the "Petition for Interdisciplinary Degree Option Guidelines," which are available in the Graduate College. Petitions are reviewed by the graduate dean designate with input from appropriate members of the Graduate Council.

The transcript of the master's student pursuing the interdisciplinary degree option will designate the master's degree in the field of *Interdisciplinary Studies*, with a specialization noted in two or more areas.

An interdisciplinary program can be developed under either a Plan I (thesis supervised by interdepartmental committee) or Plan II (comprehensive examination or special project) basis.

### **Plan I :**

The program must include a minimum of 28 hours of course credit, plus a thesis (six hours).

### **Plan II :**

The program must include a minimum of 32 hours of course credit, plus a comprehensive examination or special project.

# Minimum Registration Requirement

Graduate College policy requires that all graduate students be registered for at least one semester hour during the term in which they graduate.

Immediately following a semester of enrollment, students who have completed all degree requirements prior to 5:00 p.m. on the first day of classes in the term they officially graduate, do not have to register for one hour of credit if they can satisfy all of the following conditions:

1. Have enrolled in all required course work; and
2. Have submitted an error-free copy of their dissertation or thesis to the Graduate College for doctoral or Plan I (thesis) master's students, or have completed comprehensive examinations if Plan II (non-thesis) master's students (includes completion of project, if required); and
3. Will have removed all incompletes prior to the first day of classes in the term they graduate

**NOTE:** *the student does not need to be registered at BGSU if they are completing revalidation or if they are attending another institution where they are taking a course listed on their TDP that will be transferred back to BGSU.*

## Plan I: Master's Thesis

The steps involved in completing a thesis generally include: proposal submission; proposal approval; research and analysis of findings; preliminary draft submission to committee; changes, additions, and corrections; final draft submission and committee approval; final examination or thesis defense; and submission of original, error-free copy to the Graduate College.

### *Thesis Committee*

Each student is responsible for forming a thesis committee at the same time approval of the thesis topic is requested. The committee is composed of the thesis advisor (also called the major professor) and a minimum of one other member from the graduate faculty of the student's program. A faculty member cannot be required to be on a thesis committee. Not all professors are members of the graduate faculty; students should consult their graduate coordinator to determine who is eligible to be on or chair a committee. Any changes in committee membership must be approved by the graduate coordinator and filed with the Graduate College.

### *Approval of Thesis Topic*

A thesis is required under Plan I for the degrees of Master of Arts, Master of Education, Master of Family and Consumer Sciences, Master of Fine Arts, Master of Industrial Technology, Master of Public Administration, and Master of Science. A thesis may be required for the degree of Master of Music, depending on the field.

The thesis topic should arise out of the student's personal exploration in the field of study. The formal petition for approval of the thesis topic must clearly set forth the problem, the intended organization, and the methods of development of the thesis. After approval by the student's committee and graduate coordinator, the thesis topic must be filed with the student's department and the petition of topic approval submitted to the Graduate College. A student must have a minimum grade point average of 3.0 in all graduate work at the time of application for thesis topic approval. For more details, consult the [Thesis and Dissertation Handbook](#).

Depending upon the field and the type of degree sought, the thesis may represent a specifically limited piece of research, the solving of a complex problem of design, a critical understanding of a sector of knowledge of considerable dimensions, or a thorough critical analysis or completed creative production of a substantial piece of literature or art.

### ***Thesis Drafts and Abstract***

A preliminary draft of the completed thesis (defined as a manuscript that answers the stated problem) should be submitted to the thesis committee by the time a student files the application for the degree.

The final draft of the thesis (defined as the thesis manuscript with content embodying all corrections requested by the committee) should be submitted to the thesis committee sufficiently prior to the date set for the final examination to allow for a rigorous and careful reading of the manuscript by the committee. The graduate coordinator and departmental handbook should be consulted for this deadline. The committee's approval of the thesis and the abstract are certified by the Graduate College at the time of the final examination.

The original, error-free copy of the approved thesis must be filed in the Graduate College office by the published deadline. Students failing to meet this deadline will not be eligible for graduation that semester. The manuscript must conform to with specifications in the Thesis and Dissertation Handbook. The thesis is then microfilmed, bound, and placed in Jerome Library. A \$20 charge covers the microfilming and binding.

### ***Final Examination***

A candidate for a thesis degree has a final written and/or oral examination conducted by the committee by the published deadline. This examination does not in any way release the student from the regular examinations in courses for which the student has registered.

### ***Minimum/Continuous Registration***

A Plan I master's degree student must register for a minimum of three credits of thesis research (699) as a degree requirement. A maximum of six hours of thesis research may be credited toward a master's degree, but a student is expected to register for as many additional hours as are necessary to complete the work. The minimum continuous registration for a thesis student is one hour of 699 per semester. When it is determined that a student does not have sufficient thesis hours, the Graduate College, in conjunction with the student's academic department, will process

a registration for the student for deficient hours. The student will be billed by the bursar for all fees related to the registration (i.e., instructional, nonresident fee, general fee, registration, and late fee as appropriate).

Students should begin registering for thesis research (699) at the time when they begin planning their thesis project. Students who register for thesis research are required to maintain continuous registration in thesis research from one semester to another, unless they are graduating in the summer term, regardless of whether they are in residence at the University until the research is completed and the thesis is accepted by the Graduate College. Graduate College policy requires that all graduate students be registered for a minimum of one semester hour during the term in which they graduate (fall, spring, or summer). A student who completes all degree requirements by the end of the first day of the semester in which he or she is graduating is not required to register during the graduation semester.

## **Plan II: Non-Thesis**

Plan II master's students are often required to take more courses than Plan I students. In many departments and programs, students must take and pass a comprehensive examination or satisfactorily complete a project not later than two weeks before commencement. The examination usually consists of written essays and takes several hours to complete. In some departments and programs, a special project may be required instead of a comprehensive examination. Any student who fails the comprehensive examination may, upon recommendation of the program's graduate coordinator and approval of the dean designate of the Graduate College, be granted permission to take a second examination. Upon failing a second examination, the student is dropped from the Graduate College.

## **Second Master's Degree**

### **Pursuing Two Graduate Degrees at BGSU**

A student may pursue two graduate degrees in different disciplines at Bowling Green State University with the approval of the graduate coordinator in his or her initial degree program. A student may be permitted to count up to six credit hours toward the second degree, provided that the courses are completed within the prescribed time-to-degree period. At the time the student is admitted to the second program, the program offering the curriculum leading to the second degree shall review and recommend the courses and credits that may appropriately be included in the second degree program by the submission of a TDP to the Graduate College. Dissertation credit, thesis credit, culminating options, or independent study in the initial degree program may not be used as part of the six hours of credit for the second degree. Subject to the requirements of the particular programs involved, the two degrees may be completed under a combination of dissertation, thesis, and non-thesis plans. This policy applies only to situations in which both graduate degrees are being earned from BGSU.

## **Selecting Plan I or Plan II**

The two plans under which one may pursue a master's degree are designed to meet the individual needs of students who aspire to varying types of professional careers. In a sense, Plan I (thesis) and Plan II (non-thesis) represent different experiences. Consequently, the academic departments and the Graduate College discourage switching from one plan to another.

If a student wishes to change from one plan to another after the TDP has been filed, the student's request to switch must be submitted for evaluation to the graduate coordinator. If approved, the graduate coordinator submits the recommendation for approval to the dean designate of the Graduate College. If a switch from Plan I to Plan II is recommended and approved, the grade of IP (in progress) will remain for all thesis hours listed on the transcript.

A graduate student may not switch from Plan I to Plan II if he or she fails the final thesis examination. A graduate student may not switch from Plan II to Plan I if he or she fails the non-thesis evaluation (e.g., comprehensive exam, presentation, final project, recital portfolio, etc.)

## **Student Research Projects**

Thesis and dissertation research projects involving laboratory animals must be reviewed by the Animal Care and Use Committee prior to the initiation of the study. Student research projects that involve collecting information from or about living persons must be reviewed by the Human Subjects Review Board. For projects involving collection of any kind of information from or about people by survey, interview, testing, observation, examination, specimen collection, or review of records, graduate students should consult WITH A MEMBER of the Human Subjects Review Board. This consultation should take place during the design stage of the research project. The identity of a department's representative may be obtained from the departmental graduate coordinator or by calling the Graduate College.

Graduate students collecting data or carrying on correspondence in connection with a thesis or dissertation may not use the name of the University without special written permission of the dean designate of the Graduate College. Any questionnaires or other materials distributed outside the University must receive the prior approval of the instructor or advisor in charge of the study before a student seeks approval by the dean designate.

Additional information concerning the policies applicable to student research projects can be obtained from the Office of Sponsored Programs and Research.

## **Teaching Certification/Licensure**

Achieving professional certification, such as in education and clinical areas, is commonly a course of study separate from the completion of a graduate degree. Students who earn a graduate degree may not in fact be certified to teach or practice in a given area. Consequently, it is the student's responsibility to consult with the certifying agency and the appropriate program director on campus concerning requirements for a particular certificate, including course

requirements, teaching, or administrative experience, and successful completion of the state-prescribed examination. The Graduate College bears no responsibility for an individual's completion of teaching certification.

## **Tentative Degree Program/Degree Audit**

The [Tentative Degree Program](#) (TDP) is a listing of courses a student plans to take to meet the requirements for his or her graduate degree program. The TDP serves two main purposes. First, by defining the student's course of study it gives focus and direction to his or her individualized graduate degree program. Second, it constitutes an agreement that successful completion of the proposed course of study, and the general degree requirements set down in the Graduate Catalog, will result in the awarding of the degree. The Graduate College checks the student's records against the approved TDP to verify eligibility for graduation.

The TDP is to be submitted to the Graduate College during the semester in which the student enrolls for the 15th hour of credit toward his or her degree program. It is the responsibility of the student to make an appointment with his or her graduate advisor or with the departmental graduate coordinator, whichever is appropriate, in order to complete the TDP form. The student's advisor and the graduate coordinator must approve the TDP before it is submitted to the Graduate College.

Courses approved on this form serve as a guide but may be altered upon approval of the graduate coordinator and graduate dean designate. However, degree requirements may not be modified or set aside without the approval of the dean designate or the Graduate Council. The TDP should show work that may be required by the department to make up any deficiencies; this includes students who are required to take ESL courses (although ESL course hours do not count toward graduation).

All TDPs must be submitted to the Graduate College for approval.

## **Transcript Notation**

Transcript designations for specializations can be made on a graduate student's record only when the specialization has been formally approved by the Graduate Council and specifically identified on the Tentative Degree Program form.

## **Workshops and Non-Traditional Courses**

The total number of graduate credit hours earned in conferences, institutes, lecture series, workshops, and other nontraditional modes that may be counted toward a graduate degree at the University shall not exceed nine credit hours. This credit-hour limitation is designed to provide an appropriate balance among the various types of learning experiences within a student's graduate degree program.

### **Graduate Degrees Offered**

# Doctor of Philosophy and Doctor of Education

The doctoral degrees (Ph.D. and Ed.D.) are conferred in recognition of outstanding ability and scholarship in a recognized field of learning after an extended period of study and investigation. Much of the student's work is in a selected field of learning in which the student has gained mastery of the method of advanced study as demonstrated finally in a doctoral dissertation. While a well-prepared student of outstanding ability may secure the degree upon the completion of three years of study beyond the bachelor's degree, time is secondary to maturity and achievement of the student as a scholar. Specific doctoral degree requirements are outlined in the "Graduate Programs and Courses" section of this catalog.

## Admission

A student is admitted as a doctoral applicant upon approval by the departmental doctoral committee and the dean designate of the Graduate College. Admission as a doctoral applicant does not imply admission to candidacy.

## Residence Requirements

A student is considered to be in residence when registered on campus as a graduate student. The minimum residence requirement beyond the master's degree or equivalent may be met by satisfactorily completing 15 hours of course work (not 799 research) on the main campus in no more nor fewer than two consecutive terms with at least three hours of registration in either of the two terms. The residence requirements of individual departments may exceed this minimum requirement.

## Credit Hour Requirements

Students must complete at least 60 semester hours of graduate credit beyond the master's degree or 90 semester hours beyond the bachelor's degree. These hours must include at least 16 hours of dissertation research (no more than 30 are applicable to the degree). The rest of the student's course of study is designed, with the advice of the student's doctoral committee, to meet the student's needs and interests.

Students must complete a preliminary written and oral examination usually by the end of the second year of study. Students successfully completing this examination are considered to be candidates for the Ph.D. degree.

Unless a degree program has been specifically approved by the Ohio Board of Regents as an off-campus graduate degree program, a student must complete at least 51 percent of the graduate course work on the main campus of the University, as distinguished from Firelands branch campus or an extension center.

The policy concerning transfer of credit from other institutions into graduate degree programs at the University is described in this catalog under "Academic Regulations."

## 500-level Courses

For doctoral-level students, the number of 500-level credits that may be counted toward the



minimum required hours (60 post-master's) for the Ph.D. shall not exceed ten hours or three courses in post-master's studies.

### **Time Limit for Completion of Work**

The time limit to complete all degree requirements for doctoral students is eight years from the end of the earliest course used to fulfill degree requirements on the tentative degree program (TDP). A doctoral student may apply for an extension of one year if the request for an extension is made before the time limit has elapsed. Doctoral students may be granted two extensions, not to exceed a total of two calendar years.

If the extension is approved by the graduate coordinator and the graduate dean designate, revalidation of outdated courses (over eight but no more than ten years old) will be necessary.

### **Language Requirement**

Some doctoral programs require a basic level of foreign language proficiency; others do not. Descriptions of the various ways that students can fulfill the foreign language requirement, when it is mandatory, are located in the descriptions of individual doctoral programs.

### **Consortium Ph.D. in Technology Management**

The College of Technology is a member of a consortium that offers the Ph.D. in Technology Management through Indiana State University. Other member institutions are Central Missouri State University, East Carolina University, North Carolina A&T State University, Texas Southern University, and the University of Wisconsin - Stout. The degree consists of a research core and dissertation (27-33 hours), a general technology core (15 hours), a specialization (24-30 hours), and an internship (six hours). Cognates are also possible. Most of the graduate course work may be accomplished via distance technology; however, a short residency requirement must be satisfied. For additional information contact the Director of Graduate Studies, College of Technology, at (419) 372-7613, or check the website for current information ([web.indstate.edu/consortphd](http://web.indstate.edu/consortphd)).

### **Interdisciplinary Doctoral Degree**

The Interdisciplinary Studies degree option is a response to increasing interest by students and faculty in an interdisciplinary approach to graduate study and scholarship. It is available to students who have been admitted to a doctoral degree program, but who have unique educational needs that cannot be met within a single degree program. It is limited to those areas in which sufficient faculty and adequate material resources exist to support the proposed course of study.

Any student who has been admitted to a doctoral degree program and who is interested in pursuing the Interdisciplinary Studies degree option may develop a proposal under the direction of a faculty advisory committee representing each program or major area of scholarship identified in the proposed interdisciplinary course of study. The course of study must be one that is not available through an existing program, must be at the level (i.e., master's, specialist, or doctoral) of the program to which the student has been admitted, and must combine at least two different graduate degree areas which offer the graduate degree at the level (i.e., master's, specialist, or doctoral) sought by the student. The faculty advisory committee must include a minimum of three members of the graduate faculty for a master's student and a minimum of four members of the graduate faculty for a doctoral student.

Students submit their proposals to the Graduate College in accordance with the “Petition for Interdisciplinary Degree Options Guidelines,” available at the Graduate College.

The transcript of doctoral students pursuing the interdisciplinary degree option will designate the doctoral degree in the field of Interdisciplinary Studies with a specialization noted in two or more areas.

### **Doctoral Committee**

Each Ph.D. student is responsible for forming a preliminary exam and dissertation committee. The doctoral committees consist of a minimum of three professors from the student’s program and a graduate faculty representative. A faculty member cannot be required to serve on a doctoral committee. Students are also responsible for fulfilling any additional departmental requirements regarding committee membership.

The doctoral committee prepares and administers the preliminary examination. For dissertation work, students may retain original committee members or change committee members after passing the preliminary examination. Any changes in committee membership must be approved by the graduate coordinator and filed with the Graduate College. Students must also adhere to specific departmental guidelines for the dissertation committee. It should be noted that results of examinations conducted without the participation of the representatives are not acceptable.

### **Graduate Faculty Representative**

The Graduate College appoints one graduate faculty representative to each doctoral student’s committee from the list of qualified members of the regular graduate faculty.

All members of the regular graduate faculty are eligible for appointment regardless of whether their program area offers a graduate degree. Thus, prior experience as a dissertation advisor is not a prerequisite for serving as a graduate faculty representative on doctoral committees.

The graduate dean designate, attempts to rotate these assignments to ensure broad participation among the members of the regular graduate faculty. The Graduate College does not invite recommendations or suggestions concerning the names of particular faculty members to be appointed as the graduate faculty representative for the committee of a particular doctoral student.

Although the graduate faculty representative is not assigned as a subject matter expert, the representative may have general familiarity with the disciplinary area of the student. In cases where an individual graduate student (or the student’s doctoral committee) feels the need for an interdisciplinary contribution from a faculty member outside the student’s program area, such an individual may be included on the student’s doctoral committee in addition to the graduate faculty representative appointed by the dean designate.

In general, the graduate faculty representative to a Ph.D. committee has two primary responsibilities:

1. to assure that all minimum standards of the Graduate College, both written and implied, have been met in all aspects of the preliminary examination process and in the writing of the dissertation; and
2. to ensure that the student is treated fairly and equitably in all aspects of the exam and dissertation processes.

The graduate faculty representative on preliminary examination and dissertation committees is a full member and must be a participant in all deliberations and actions. As it is for any member of the committee, results of examinations conducted without the participation of the representatives are not acceptable. The representative is expected to contribute to the examinations of a candidate in order to ensure the Graduate College of the satisfactory quality of the student's performance. The representative is therefore expected to read and criticize the dissertation. Any comments and suggestions are to carry equal weight with those of all other committee members. The representative is not to sign the dissertation unless the suggestions have been considered, the questions have been answered, and there is evidence that the student has successfully completed the requirements for the Ph.D. degree.

The appointment of the graduate faculty representative should be made before the preliminary examination is taken; the representative may assist in the preparation of the examination.

The graduate faculty representative is responsible for monitoring both the content and form of the material under review. This monitoring includes an assessment of the academic quality of the written examination, the oral examination, and the dissertation manuscript.

The procedures associated with the administration of the examination and the dissertation defense are also the province of the graduate faculty representative. Under this procedural category are included such considerations as appropriate scheduling and notification of committee meetings, distribution of material in advance of committee meetings, and the protection of the student's rights.

### **Examinations**

All doctoral students must take a preliminary examination, administered by their preliminary examination committee. Some departments also require students to take qualifying examinations at an earlier stage in the doctoral process. Students must contact their department or departmental graduate coordinator for specific details.

### **Preliminary Examination**

This examination is both written and oral. The student may request permission to take this examination after having:

1. removed any conditions upon admission;
2. completed or approached completion of at least 90 hours in the approved course of study beyond the bachelor's degree; and
3. achieved a cumulative grade point average of at least 3.2 on all graduate work, including work at the master's level. The request to take the examination, approved by the graduate coordinator, must be filed in the office of the Graduate College at least four weeks prior

to the date of the examination. The Graduate College will appoint a graduate faculty representative to participate in the examination and dissertation once the examination request has been filed.

For a student to pass the comprehensive, preliminary, or final examination, the committee must either cast a unanimous vote or a vote with one dissenter. If the committee decides to pass the candidate with conditions, the conditions must be met before the exam is recorded as satisfactory. These conditions must be conveyed in writing to the Graduate College.

### **Re-examination**

If the student fails the preliminary examination, he or she may (after a lapse of six months or more) take a second examination upon the recommendation of the departmental doctoral committee. Dismissal from the doctoral program will result if the second examination is failed.

### **Dissertation Research**

#### **Candidacy**

After completing the foreign language requirement, where required, and passing the preliminary examination, a student may achieve candidacy by securing approval for the dissertation topic from the graduate coordinator, the departmental doctoral committee, and the Graduate College. Depending upon program guidelines, the composition of this committee may be similar to or different from the preliminary examination committee. However, in all instances, the graduate faculty representative appointed to the preliminary examination committee also serves on the dissertation committee.

The dissertation is a mature piece of writing embodying the results of significant research by the student in a specialized area. Students should begin registering for dissertation research (799) at the time when they begin planning their dissertation. Students who register for dissertation research are required to maintain continuous registration in dissertation research from one semester to another, regardless of whether they are in residence, until the research is completed and the dissertation is accepted by the Graduate College. Students are not required to register for dissertation research during summer sessions unless they use university services. However, they must enroll in dissertation research for the summer term in which they graduate. The minimum continuous registration for a dissertation student is one hour per semester. A student who has completed the hours designated for dissertation research in the Tentative Degree Program but has not completed the dissertation is required to register for at least one hour each semester until the degree is granted.

Students who do not maintain continuous registration will be required to “back register” for all terms they have missed. Tuition will be assessed at the current rates in effect when the “back registration” is processed.

A doctoral student must register for a minimum of 16 credits of dissertation research (799) as a degree requirement.

### **Final Examination**

Each candidate must pass a final oral examination, also called a dissertation defense, which is administered by the dissertation committee. The examination covers the dissertation and also

may cover directly related fields of study. A written examination may be required at the discretion of the committee.

Because the dissertation defense is traditionally a public defense of research, the student is required to publicize the date by notifying the Monitor, the in-house weekly newsletter for faculty and staff, three weeks before the final oral examination is to be held.

### **Retaking the Final Exam**

If a student does not pass the dissertation defense, he or she may take a second examination, upon the recommendation of the dissertation committee, four months or more after the date of the first examination. No student is permitted to take the final examination more than twice.

### **Deadlines**

Students must be aware of deadlines established by the Graduate College and published in the Graduate College calendar. Specifically, the following procedures should be followed:

1. Formal application for graduation with the doctoral degree should be filed at least ten weeks prior to the commencement at which the student expects to receive the degree.
2. Copies of the final draft of the dissertation should be submitted to the dissertation committee sufficiently prior to the date set for the final examination to allow for a rigorous and careful reading of the manuscript by the committee. The graduate coordinator or program handbook should be consulted for this deadline.
3. A student must pass the final examination not later than six weeks prior to the commencement at which the degree is to be conferred. A student should be registered at the time he or she takes the oral examination.
4. An error-free copy of the completed dissertation must be deposited with the office of the Graduate College not later than Monday of the sixth week before commencement.

### **Publication of Dissertation**

Upon accepting the dissertation and the abstract, the dissertation committee certifies approval for publication by University Microfilms International. The student is charged \$75 for microfilming and binding. After the degree has been granted, the dissertation is microfilmed twice. The bound dissertation and one microfilmed copy is placed in Jerome Library. The master microfilm negative remains on deposit with University Microfilms International at Ann Arbor, Michigan. Copies of the microfilmed or paper dissertation are available from University Microfilms International at nominal costs.

Students may make other arrangements for publication, provided such publication does not interfere with publication by University Microfilms International. If students wish to copyright their dissertations, they may do so through University Microfilm at a cost of \$45. Copyrighting is not required by the Graduate College.

## **Consortium Ph.D. in Technology Management**

The College of Technology is a member of a consortium that offers the Ph.D. in Technology Management through Indiana State University. Other member institutions are Central Missouri State University, East Carolina University, and North Carolina A&T State University. The degree consists of a research core and dissertation (27-33 hours), a general technology core (15 hours), a specialization (24-30 hours), and an internship (six hours). Cognates are also possible. Most of the graduate course work may be accomplished via distance technology; however, a short residency requirement must be satisfied. For additional information contact the Director of Graduate Studies, College of Technology, at (419) 372-7613, or check the website for current information (<http://web.indstate.edu/ConsortPhD/>).

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Any student who has been admitted to a doctoral degree program and who is interested in pursuing the Interdisciplinary Studies degree option may develop a proposal under the direction of a faculty advisory committee representing each program or major area of scholarship identified in the proposed interdisciplinary course of study. The course of study must be one that is not available through an existing program, must be at the level (i.e., master's, specialist, or doctoral) of the program to which the student has been admitted, and must combine at least two different graduate degree areas which offer the graduate degree at the level (i.e., master's, specialist, or doctoral) sought by the student. The faculty advisory committee must include a minimum of three members of the graduate faculty for a master's student and a minimum of four members of the graduate faculty for a doctoral student.

Students submit their proposals to the Graduate College in accordance with the "Petition for Interdisciplinary Degree Options Guidelines," available at the Graduate College.

The transcript of doctoral students pursuing the interdisciplinary degree option will designate the doctoral degree in the field of Interdisciplinary Studies with a specialization noted in two or more areas.

## **Master of Accountancy**

The Department of Accounting and Management Information Systems offers a program of study leading to the Master of Accountancy degree. The mission of the Master of Accountancy (M.Acc.) program is to build upon the base of knowledge obtained at the baccalaureate level, and to further nurture the personal and professional development of those interested in areas relevant to the practice of public or corporate accounting.

Students complete a minimum of 30 semester hours including 15 hours in the professional core, nine hours in a track specialization, and six hours of electives. The core includes course work in international business, communications, professional responsibility and ethics, advanced financial reporting, and professional practice issues. Students elect to specialize in one of three areas. The accounting information systems track includes courses in database management, data communications, and systems analysis and design. The financial reporting and auditing track includes study in financial reporting for multinationals, business assurance services, and advanced information systems for accountants. The taxation track courses include federal taxation and management decisions, estate planning, and taxation of partnerships/flow-through entities. Students select two elective courses to complement their track specializations.

A detailed description of the Master of Accountancy program and tracks is found under the heading of Master of Accountancy in the "Graduate Programs and Courses" section of this catalog.

## **Master of Arts**

The Master of Arts (M.A.) degree offers students an opportunity for deeper experience in subject matter fields of the arts and sciences. Students may major in the following fields: American Culture Studies, Art, College Student Personnel, Communication Studies, Economics, English, French, German, Guidance and Counseling, History, Mathematics, Philosophy, Political Science (dual degree with German only), Popular Culture, Psychology, Sociology, Spanish, Teaching English as a Second Language, and Theatre. Specific admission procedures and degree requirements are outlined in the major field descriptions. To locate major field descriptions in the "Graduate Programs and Courses" section, consult the Graduate Catalog index.

### **Degree Requirements**

Two plans are offered for the Master of Arts degree:

#### **Plan I**

Candidates under Plan I must complete an approved program of not less than 16 semester hours in the major field of study and a formal thesis in a minimum 30-hour degree program. Any exception to the major requirement must be approved by the graduate coordinator and the dean designate of the Graduate College. A department must require a written and/or oral final examination, not necessarily on the thesis, for students in Plan I.

The following departments have a foreign language requirement as part of the Plan I M.A. program: Art (in the art history specialization only), French, History, Political Science, and Spanish. Philosophy has the requirement in both M.A. plans.

#### **Plan II**

Candidates under Plan II must complete a minimum of 30 semester hours of approved credit. Of the 30 hours, 21 must be in the student's major field and must include at least the equivalent of two semester hours of research or methods course work. A nine semester-hour minor or cognate field outside of the major field or department may be included under Plan II.

Candidates must pass a final written comprehensive examination covering studies included in the

field of study no later than two weeks before commencement. The examination may be taken when the student has achieved a minimum cumulative grade point average of 3.0 and has approached completion of all course work in the major. Any student who fails the comprehensive examination may, upon recommendation of the graduate committee and approval of the dean designate of the Graduate College, be granted permission to take a second examination. A student may not change from Plan II to Plan I after having failed the comprehensive examination. Upon failing a second examination, the student is dropped from the Graduate College.

## **Master of Arts in Teaching**

The Master of Arts in Teaching (M.A.T.) degree is for individuals planning to continue a teaching career. The program is available only to individuals who hold a valid teaching certificate.

M.A.T. degree candidates may major in the following fields: American Culture Studies, Biological Sciences, Chemistry, French, Geology, German, History, Mathematics, Physics, and Spanish. Specific admission procedures and degree requirements are outlined in the major field descriptions. To locate major field descriptions in the “Graduate Programs and Courses” section, consult the Graduate Catalog index.

The M.A.T. is designed to meet the needs of classroom teachers who:

- (1) may not require the type of academic preparation currently provided in programs leading to the Master of Arts or Master of Science degrees in their teaching area;
- (2) desire to pursue course work in a discipline in order to improve teaching proficiency;
- (3) can profit from additional professional course work in pedagogy, curriculum development, and educational foundations;
- (4) want to update their knowledge and proficiency in the use of research as it relates to their teaching areas.

Applicants to the M.A.T. degree program must have had at least one year’s teaching experience and must hold a valid teaching certificate from the state in which they are teaching.

### **Degree Requirements**

The M.A.T. degree requires candidates to:

- (1) complete 21 to 27 semester hours in a major field. In certain cases these hours may be an interdisciplinary major. At least one of the courses in the major must be a seminar at the 600 level or above;
- (2) complete eight to 13 semester hours in professional education, including one course in pedagogy. Candidates who wish a strong supporting area in reading may elect appropriate



courses at the 600 level in education;

(3) complete 35 semester hours of acceptable graduate course work with a cumulative grade point average of 3.0 or better;

(4) accumulate not more than seven semester hours for course work with grades less than “B”;

(5) pass a final written comprehensive examination in the major area or complete a research project (depending on the department).

The following courses are among those recommended as electives for M.A.T. students: EDTL 611, EDFI 677, EDFI 673, EDIS 654, and any course that has advanced pedagogy as its focus.

Candidates pursuing a reading endorsement must complete the following: EDCI 520, EDCI 621, EDCI 623, EDCI 625, as well as pass the NTE Specialty Area Test.

## **Master of Business Administration**

The Master of Business Administration (M.B.A) degree features a broad, integrated curricula designed to prepare individuals for roles as creative leaders in an increasingly dynamic and global business environment by broadening their knowledge, vision, and perspective and enhancing their managerial skills. The degree stresses an understanding of the major facets of business operations and emphasizes various aspects of business decision making, including the social, political, and economic implications of those decisions.

The M.B.A. degree is offered in the College of Business Administration in full-time, evening, and executive formats. The full-time program serves primarily students with limited work experience. The full-time program admits students only once per year, is offered in a “lock-step,” cohort format, and features a series of skill seminars. The program currently features specializations in accounting, finance, and management information systems. The evening program serves primarily students who are working full-time. The evening program allows students to begin in any semester, offers classes Monday through Thursday evenings, and moves students through the courses in a prescribed sequence. The Executive M.B.A. (EMBA) program serves students with more extensive professional experience and an ongoing career. The EMBA program starts a new cohort every January, is “lock-step”, meets one weekend per month (F-S-SU), requires 12 courses, and concludes with a one-week study abroad experience.

All three of the programs are designed to serve students with or without an undergraduate degree in business and attract participants from business, engineering, the applied sciences, liberal arts, medicine, and other fields. The faculty for the M.B.A. degree consists of graduate faculty members from all of the College of Business Administration departments: Accounting and Management Information Systems, Applied Statistics and Operations Research, Economics, Finance, Legal Studies, Management, and Marketing.

More detailed descriptions of the three M.B.A. programs are found under the heading of Graduate Business Administration in the “Graduate Programs and Courses” section of this catalog.

## **Master of Education**

The primary purpose of the Master of Education (M.Ed.) program is to enable students to achieve a high level of competence in fulfilling various professional roles in education and allied fields. Students may major in the following fields: Educational Administration and Supervision; Business Education; [Career and Technology Education](#); Classroom Technology; Curriculum and Teaching; Guidance and Counseling; Human Movement, Sport, and Leisure Studies; Reading; School Psychology; and Special Education. Specific admission procedures and degree requirements are outlined in the major field descriptions. To locate major field descriptions in the “Graduate Programs and Courses” section, consult the Graduate Catalog index.

### **Degree Requirements**

Two plans are offered for the Master of Education degree:

#### **Plan I**

Candidates under Plan I must complete a minimum of 30 semester hours of credit, which may include three courses in related disciplines. These 30 hours must include an approved major of 15 to 21 semester hours and a formal thesis experience. Students must pass a final written and/or oral examination on the thesis.

#### **Plan II**

Candidates under Plan II must complete a minimum of 33 semester hours of credit, which may include three courses in related disciplines. Students must present an approved major of 15 to 21 semester hours. An approved course in research methodology is also required.

Candidates must pass a final written comprehensive examination covering studies included in the major no later than two weeks before the awarding of the degree, or, in some programs, a research paper or project. The examination may be taken when students have achieved a minimum cumulative grade point average of 3.0 and have nearly completed all course work in the major.

Students who fail the comprehensive examination may, upon recommendation of the graduate committee and the approval of the dean designate of the Graduate College, be granted permission to take a second examination. Upon failing a second examination, the student is dropped from the Graduate College.

Human Movement, Sport, and Leisure Studies degree candidates must complete a minimum of 33 semester hours of credit, including a major project.

## **Master of Family and Consumer Sciences**

The Master of Family and Consumer Sciences (M.F.C.S.) degree, offered in the School of Family and Consumer Sciences, prepares students for professional positions in business, industry, research, government, and various human service settings. The degree also serves as an excellent background for students interested in obtaining a doctoral degree. Within the M.F.C.S. degree program, students specialize in one of two areas: human development and family studies or food and nutrition. A detailed description of the Master of Family and Consumer Sciences program is found under the heading of Family and Consumer Sciences in the “Graduate Programs and Courses” section of this catalog.

## **Master of Fine Arts**

The Master of Fine Arts (M.F.A.) degree is offered in two fields of concentration. The Master of Fine Arts in art is available through the School of Art. The Master of Fine Arts in creative writing is offered by the Department of English. Specific admission procedures and degree requirements are outlined under the headings of Art and English in the “Graduate Programs and Courses” section of this catalog.

### **Master of Fine Arts in Art**

The Master of Fine Arts in art program is designed to produce professionally competent artists who are aware of the great traditions in art and related cultural fields. The intent of the program is to produce graduates who are more than mere technicians in art. Students receive training in the fundamentals and achieve a level of competence which will enable them to contribute to the field of art. The M.F.A. program prepares students to become either professional artists or teachers of art after receiving the degree. Approved studio areas of specialization are: ceramics, design, drawing, fibers/fabrics, glassworking, jewelry/metals, painting, photography, printmaking, and sculpture.

### **Master of Fine Arts in Creative Writing**

The Master of Fine Arts in creative writing program is designed to provide developing fiction writers or poets with training in the techniques of their genre, continuous practice in writing, and detailed criticisms of their work. Candidates in the M.F.A. in Creative Writing program are expected to develop their own writing style as fully as possible under the direction of competent and experienced instructors. Before completing degree work, students must produce a book-length thesis comparable in quality to the published work of serious contemporary professional poets and fiction writers.

## **Master of Industrial Technology**

The [Master of Industrial Technology](#) (M.I.T.) degree is offered in the College of Technology. The degree program is designed for individuals interested in manufacturing technology or construction management and technology.

The *manufacturing technology* specialization includes study of advanced-level automation and

production systems, instrumentation and control, engineering design with emphasis on computer-aided design, computer-integrated manufacturing, quality sciences, and related advanced course work.

The *construction management and technology* specialization includes study of advanced-level construction contract management, program management, management models for construction operations, cost control, construction risk management, and related advanced course work.

The objectives of the program are to prepare students with advanced technical knowledge and skills, and to develop the ability to conduct applied industrial research as well as to acquire leadership skills for managing industrial projects according to the student's area of specialization. The objectives are met through advanced technology course work in one of the specialization areas, and a core consisting of study in management models, problem solving, communication, and industrial research methods. This program is further augmented by selected advanced course work in business operations to enhance the competencies needed of today's technical manager. A special feature of the degree program is the flexibility of course selection in meeting needs, interests, and career goals of students while addressing the needs of industry. Therefore, the program is responsive to the changing requirements of industry for advanced technical management personnel.

A description of the Master of Industrial Technology program and specializations is found under the heading of Technology in the "Graduate Programs and Courses" section of this catalog.

## **Master of Music**

The Master of Music (M.M.) degree is offered in the College of Musical Arts. The Master of Music program offers students an opportunity to develop an in-depth understanding of the major field, a broad exposure to other aspects of the art, and research and/or creative experience in the area of specialization. The program is designed for students who have completed an appropriate undergraduate degree or its equivalent, and who are qualified for advanced study by reason of musical and intellectual abilities and achievements. A detailed description of the Master of Music program is found under the heading of Music in the "Graduate Programs and Courses" section of this catalog.

## **Master of Organization Development**

The Master of Organization Development (M.O.D.) program is designed to develop students' managerial skills for building and changing organizations, by helping students to understand and meet the changing demands of today's globally competitive environment.

The M.O.D. program is also offered in an executive format. The Executive Master of Organization Development (E.M.O.D.) is an accredited program offered in an innovative, convenient weekend schedule. The E.M.O.D. is intended for managers, owners of small businesses, personnel and training professionals, consultants, and other non-traditional students who want a graduate education but cannot pursue their degree through a traditional academic

schedule. A detailed description of the Master of Organization Development programs is found under the heading of Organization Development in the “Graduate Programs and Courses” section of this catalog.

## **Master of Public Administration**

The Master of Public Administration (M.P.A.) degree is offered in the Department of Political Science. The master’s program in Public Administration and International Affairs is designed to meet the increasing demand for skilled public administrators by providing professional education to individuals who wish to prepare themselves for administrative careers and leadership positions in government. While the majority of graduates may take positions in municipal, state, and federal government, the degree program can also lead to service in other organizations associated with government affairs such as private foundations, nonprofit service agencies, political organizations, and other community institutions. Graduates also take positions in the private sector. A detailed description of the masters program in Public Administration and International Affairs is found under the heading of Political Science in the “Graduate Programs and Courses” section of this catalog

## **Master of Public Health**

The Northwest Ohio Consortium Master of Public Health (MPH) degree program is offered jointly by Bowling Green State University (BGSU), the Medical College of Ohio (MCO), and the University of Toledo (UT). The program is designed for working professionals in a variety of health-related fields.

All students complete a core sequence of six courses. Specialized training is provided in three different areas of concentration or tracks. Each track consists of four prescribed courses that are supplemented by three electives. Students then complete a capstone experience comprised of a professional internship or project and an integrative seminar.

The Environmental and Occupational Health major prepares students to address environmental and occupational health issues from scientific, regulatory, and administrative perspectives for private industries, regulatory agencies, consulting firms, and other organizations.

The Health Promotion and Evaluation major prepares students to assist communities, organizations, and individuals in working toward a healthier society by using appropriate educational, behavioral, and social change strategies.

The Public Health Administration major prepares students to assume applicable administrative roles in government and community agencies, health care facilities, and private industry.

A more complete description of the Master of Public Health program is found under the heading of Public Health Administration in the “Graduate Programs and Courses” section of this catalog.

## **Master of Rehabilitation Counseling**

The Master of Rehabilitation Counseling (M.R.C.) degree is designed to enable students to achieve a high degree of competence in counseling theory and skills, rehabilitation practices, and the coordination of services. These skills can be applied in a variety of programs which serve individuals with behavioral, mental, emotional, and physical disabilities, as well as substance abuse problems. Classroom and practicum experiences are combined with supervised clinical experience in agencies. Students choose internship sites from a variety of agencies, locally or nationally. A detailed description of the Master of Rehabilitation Counseling program is found under the heading of Rehabilitation Counseling in the “Graduate Programs and Courses” section of this catalog

## **Master of Science**

The Master of Science (M.S.) degree offers students an opportunity for professional experience in certain subject matter fields in the sciences. Fields of major concentration for the Master of Science degree are: Applied Statistics, Biological Sciences, Chemistry, Communication Disorders, Computer Science, Geology (Plan I only), and Physics. Specific admission procedures and degree requirements are outlined in the major field descriptions. To locate major field descriptions in the “Graduate Programs and Courses” section, consult the Graduate Catalog index.

### **Degree Requirements**

Two plans are offered for this degree.

#### **Plan I**

Candidates under Plan I must present an approved major of not less than 16 semester hours of credit and a formal thesis in a 30-hour minimum degree program. Any exception to the major requirement must be approved by the graduate coordinator and the dean designate of the Graduate College. A department must require a written and/or oral final examination, not necessarily on the thesis, for a student in Plan I of the master’s degree program.

#### **Plan II**

Candidates under Plan II must complete a minimum of 30 semester hours of credit, including two hours in a graduate research seminar, and 20 additional hours in the major field. An eight-hour minor or cognate field outside the department may also be included. An interdepartmental major may be composed of graduate courses in two or more departments.

Candidates must pass a final written comprehensive examination covering studies included in the major not later than four weeks before the awarding of the degree. The examination may be taken when students have achieved a minimum cumulative grade point average of 3.0 and have approached completion of all course work in the major. Any student who fails the comprehensive examination may, upon recommendation of the graduate committee and approval of the dean designate of the Graduate College, be granted permission to take a second examination. A student may not change from Plan II to Plan I after having attempted the

comprehensive examination. Upon failing a second examination, the student is dropped from the Graduate College

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

The Masters in Criminal Justice (MSCJ) degree program emphasizes the development of individuals for leadership roles in criminal justice agencies, while providing students a solid base upon which to pursue doctoral level study. The MSCJ program provides students with a solid base of understanding law enforcement, corrections, courts, and juvenile justice, while permitting students to focus and specialize their studies in one of these core areas. The program provides students with a solid background in both theory and research in criminal justice, which prepares graduates to better understand the challenges facing them as participants in the criminal justice field.

A full-time student can finish the program (with proper planning) within 12 months. All MSCJ students are required to undertake a thesis or sit for comprehensive exams at the end of their course work.

A detailed description of the Master of Science in Criminal Justice is found under the heading of Criminal Justice in the Graduate Programs and Courses section of this catalog.

## **Specialist in Applied Biology**

The Specialist in Applied Biology program, offered in the Department of Biological Sciences, is co- or post-master's work designed to provide advanced preparation in highly specialized fields of biological laboratory sciences. The degree is approved for study in immunohematology.

### **Degree Requirements**

For completion of the program students are required to present a minimum of 63 semester hours of course work beyond the bachelor's degree, including a thesis, specified courses, and any requirements for eligibility to take the examination for certification in the specialized area.

Specific requirements include:

Major Field: BIOL 603 and BIOL 699 or their equivalents; CHEM 545 and CHEM 546 or their equivalents.

Area of Specialization: A minimum of 24 semester hours of courses applicable to the specialty.

Practicum or Field Service: Service appropriate to the area of specialization.

Cognate Fields: Appropriate graduate-level courses in areas such as chemistry, management, or computer science may be applied to the degree if approved by the student's committee.

### **Residence Requirement**

Students are considered to be in residence whenever they are registered on campus as graduate students. Students must comply with one of the following three alternatives:

1. satisfactory completion of a minimum of four semester hours of study in each of two semesters;

2. full-time study for one semester with a minimum of eight semester hours;
3. full-time study for a summer session with a minimum of eight semester hours.

### **Certification**

When certification by a professional society is sought in an area of specialization, the eligibility requirements for certification are necessary for the specialist degree. In immunohematology-blood banking, certification is granted by the American Society of Clinical Pathologists in cooperation with the American Association of Blood Banks.

### **Comprehensive Examination**

In addition to the regular course examinations, students are required to pass a comprehensive oral examination during the final period of registration for course work.

### **Completion of Work**

Candidates must complete all requirements for their degree within six years of the end of the earliest course used to fulfill degree requirements on the Tentative Degree Program.

### **Transfer Credit**

A maximum of 30 semester hours of graduate work taken elsewhere may be applied toward the degree. At least 33 hours in this program must be completed at the University.

## **Specialist in Education**

The Specialist in Education program is post-master's work designed primarily to provide advanced preparation in the major fields of Administration and Supervision, Reading, and School Psychology. Admission procedures and degree requirements are outlined in the major field descriptions. To locate major field descriptions, consult the Graduate Catalog index.

### **Admission Procedure**

Applicants for admission to the Specialist in Education program must comply with all requirements outlined in the "Graduate Admission" section of this catalog. In addition, applicants must present evidence of satisfactory experience as teachers or of experience appropriate to the field of specialization.

### **Degree Requirements**

Students are required to complete a minimum of 30 semester hours of graduate course work beyond the master's degree including all specific requirements for the degree and for certification where relevant.

Specific requirements include:

Education Courses: EDAS 621, EDAS 625, EDCI 611, EDFI 671, EDFI 641, and EDFI 642, or their equivalents. These courses may be completed either in conjunction with the master's degree or as part of the post-master's work.

Practicum or Field Service Experience: This phase of the program must be appropriate to the area of specialization.

Cognate Field: Any specific requirements are stated under the field or specialization description. Students should have a Tentative Degree Program on file early in the Ed.S. program. Students



must achieve a minimum cumulative grade point average of 3.0 in all graduate work to be eligible for the degree.

### **Residence Requirement**

Students must be registered on campus for at least eight hours in one semester of the academic year or during the summer semester. Students must complete at least 51 percent of their graduate course work on the main campus (with the exception of state-approved degree programs carrying off-campus degree authority).

### **Comprehensive Examination**

In addition to the regular course examinations, students are required to pass a comprehensive examination during the final period of registration for course work.

### **Completion of Work**

Candidates must complete all requirements for the Ed.S. degree within six years of the date of initial enrollment. Time served in the armed forces or on approved leave of absence is exempt from this limitation.

### **Transfer Credit**

A minimum of 63 post-baccalaureate semester credits are required for the specialist degree. Typically, 33 of these credits are acquired while completing a master's degree in a related field; hence, a minimum of 30 post-master's semester credits are usually needed for completion of the specialist degree. Up to six semester hours of graduate work may be transferred into the post-master's component of the specialist degree with the approval of the program area and Graduate College. Under no circumstances, however, may graduate credits be transferred into the 30-hour post-master's component of the specialist degree if they are also applied toward another degree

### **Graduate Programs and Courses**

# Accounting

[Larry Kowalski](#) , Chair

[Alan Lord](#), Graduate Coordinator

332 Business Administration Building

Phone: 419-372-2767

E-mail: [infoamis@bgsu.edu](mailto:infoamis@bgsu.edu)

## Degree Offered

Master of Accountancy

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## Graduate Faculty

Professors: Alan T. Lord, Ph.D.

Associate Professors: Patricia Essex, Ph.D.; Andreas Nicolaou, D.B.A.; Sachi Sakthivel, Ph.D.; Kenneth Snead, Ph.D.

Assistant Professors: Larry Bajor, Ph.D.; Earl McKinney, Ph.D.; Madhavarao Raghunathan, Ph.D.; Trent Sanders, Ph.D.; Paul Schauer, Ph.D.; David Stott, Ph.D.

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The Department of Accounting and Management Information Systems offers a program of study leading to the Master of Accountancy degree. The mission of the Master of Accountancy (MAcc) program is to build upon the base of knowledge obtained at the baccalaureate level and to further nurture the personal and professional development of those interested in graduate education in areas relevant to the practice of public or corporate accounting. The department is committed to offering programs and a setting that attract students as they choose among competing programs and offers an opportunity to specialize in accounting information systems, financial reporting and auditing, and taxation.

## Prerequisites to Graduate Work

Graduates from any accredited baccalaureate program may be admitted to the MAcc program. However, the program is designed primarily for students with a business degree and an undergraduate accounting specialization from an accredited school. All MAcc students must obtain an appropriate background prior to undertaking graduate accounting courses including: (1) satisfactory competencies in written communications and personal computer skills; (2) an appropriate general business background; (3) an appropriate undergraduate background in financial accounting, managerial accounting, auditing, taxation, and accounting information systems.

## Admission Procedure

Applicants for the MAcc program should follow the instructions outlined in the “Graduate

Admission” section of this catalog. Application forms and admission information are available from the Department of Accounting and Management Information Systems, 332 Business Administration Building, or [www.cba.bgsu.edu/macc](http://www.cba.bgsu.edu/macc). Each student is independently evaluated for admission to the MAcc program taking into account such things as undergraduate GPA, accounting course GPA, professional certifications, GMAT scores, prior work experience, and recommendations.

## **Degree Requirements**

Requirements for the MAcc program are subject to continuous improvement and can differ from those listed below. New students will be given official requirements prior to the start of their first semester of graduate course work and specifics can be reviewed at [www.cba.bgsu.edu/macc](http://www.cba.bgsu.edu/macc). Students with all of the background completed prior to program entry can expect to complete the MAcc within 12 months after beginning the program in August. Requirements beyond the foundation materials described above are broadly defined as follows:

- a. Communications 3 hours
- b. Ethics/Professional Responsibility/Legal Issues 3 hours
- c. International Business 3 hours
- d. Accounting course work 15 hours
- e. Electives 6 to 9 hours

All elective course work must be approved by the student's graduate advisor and should “fit” student objectives and career plans. Each student’s program must include a minimum of 18 semester hours in courses reserved exclusively for graduate students. The accounting course work must include at least 12 semester hours in courses reserved exclusively for graduate students.

Each student is required to complete one of three specialization tracks within the MAcc and the options are: accounting information systems, financial reporting and auditing, or taxation. Students who elect the tax specialization must have completed a course in corporate taxation or its equivalent, prior to program entry or elect that course as part of their MAcc study. A capstone course in the professional practice of accounting must be taken during the last 10 hours of the student's program. This course is designed to provide a synthesis of accounting practice and serve as a culminating experience for MAcc students. In addition to the accounting course work listed above, all students are required to take graduate-level courses in (1) International Business Operations, (2) Accounting Communications, (3) a graduate level course in Ethics and Professional Responsibility, and (4) Advanced Financial Reporting.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Accounting and Management Information Systems use the prefix: ACCT. Students often also take courses that use the prefix: MBA or GBA.

# American Culture Studies

[Donald McQuarie](#) , Director/Graduate Coordinator

Room: 101 East Hall

Phone: 419-372-8886

## Degrees Offered

Master of Arts; Master of Arts in Teaching; Doctor of Philosophy

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|--------------------------|---|
| PhD Executive Committee: | Donald McQuarie, Chair; Cynthia Baron; Ellen Berry; Theresa Mah; Scott Martin; Ewart Skinner; Graduate Student Representative       |
| MA Executive Committee:  | Donald McQuarie, Chair; Michael Staub; Philip Terrie; Graduate Student Representative   |
| Advisory Committee:      | Donald McQuarie, Graduate Faculty Representatives from participating departments and programs, two Graduate Student Representatives |

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The interdisciplinary Master of Arts in American Culture Studies is designed around the concept of culture, which unifies study of many discrete aspects of American historical, social, intellectual, and artistic heritage. Courses stress appropriate theories of culture and manifestations of culture in artistic traditions or social institutions, and explore particular themes, issues, and periods from an interdisciplinary perspective.

The M.A. curriculum offers a foundation in the study of American culture for students with a variety of interests or goals. Primarily, the program seeks to communicate a sense of the complexity and diversity of the American national culture through systematic analysis of its elements. This approach is relevant equally to students who might pursue a career in education in some aspect of American culture; engage in professions—such as journalism, public relations, advertising, government, and merchandising—where a knowledge of American culture is important; or who seek to enrich their understanding of American culture. While the American studies component of the curriculum assures a common experience in culture study, the remainder of the courses allows an individualized educational experience.

The interdisciplinary Doctor of Philosophy in American Culture Studies offers students the opportunity to critically explore the cultural and intellectual traditions that have historically shaped and defined American identity. The Program challenges students to think of culture as a dynamic and contested domain, whose definition and deployment are negotiated in the context of complex power dynamics and struggles. It invites students to explore the ways in which American identity has been historically gendered and racialized in myths of nation-making, nationalism, and national identity. In addition, we encourage students to consider these negotiations and struggles over identity in their larger transnational and diasporic contexts. The

American Culture Studies Program is comparative and interdisciplinary in nature. It emphasizes the development of critical analytical and scholarly skills, and offers practical training to prepare students for academic and professional careers.

For more information about the American Culture Studies PhD and M.A. programs, as well as a listing of ACS joint-appointment and affiliated faculty, please consult the ACS program website at: <http://www.bgsu.edu/departments/acs/>

### **Prerequisites to Graduate Work**

Usually students undertaking master's-level work in American culture studies should possess an undergraduate degree in the humanities or social sciences, or have completed a minimum of 24 undergraduate hours in two or more disciplines within the humanities or social sciences. Students presenting other qualifications will require a positive evaluation from the Executive Committee. If an applicant is seriously deficient in undergraduate course work, additional course work may be required as a condition of admission.

Applicants to the Ph.D. program are expected to have earned an M.A. degree in an appropriate subject area and to have a superior academic record at both the undergraduate and master's degree levels. Applicants presenting other credentials will be evaluated on an individual basis and may be required to remove any deficiencies in their background by taking specific graduate courses recommended by the Executive Committee. Applicants are encouraged to visit the campus for an interview with the director whenever possible.

### **Admission Procedure**

Applicants seeking admission to either the M.A. or the Ph.D. program should follow the instructions outlined in the "Graduate Admission" section of this catalog. In addition, applicants should submit directly to the ACS program office a departmental application for graduate assistantship (applicant information form); a two-page statement of the student's interest in American culture studies and professional goals; an academic paper as evidence of scholarly aptitude and writing and research skills; and three letters of recommendation.

### **Degree Requirements**

#### **Master of Arts**

Individual programs are designed in consultation with the graduate coordinator and based upon a combination of courses in American culture studies and related fields according to the interests, needs, and background of the student, his or her future plans and goals, and the interdisciplinary philosophy of the program.

Thirty-three semester hours of graduate credit are required for the degree. (deleted material) ACS 630, Methods and Theories, is required. (deleted material) The remaining thirty hours are

selected from appropriate courses in American culture studies, art history, communication studies, English, telecommunications, theatre, history, philosophy, political science, popular culture, sociology, women's studies, and other related fields. (deleted material) No more than fifteen hours may be taken in a single department or program.

Students may pursue the M.A. degree under one of two plans:

*Plan I:* Candidates must write an interdisciplinary thesis in keeping with the philosophy of the program. Under Plan I, students complete 30 hours of course work and receive three hours of credit for the accepted thesis for a total of 33 semester hours. Plan I is normally a two-year program of study, with one year of course work and one year of thesis work.

*Plan II:* Candidates complete 33 hours of course work and take a comprehensive examination. During the summer at the end of the first year of study, the student electing Plan II will sit for a four-hour written examination, covering American cultural history, American culture studies methodology, and important themes in American culture. The examination will be based upon each student's individual course of study. Plan II is normally a one-year program of study.

### **Master of Arts in Teaching**

Degree requirements are listed under the heading of Master of Arts in Teaching in the "Degree Programs" section of this catalog.

### **Doctor of Philosophy**

*General Requirements:* The doctoral program in American culture studies required the completion of at least 70 semester hours of graduate credit beyond the master's degree (including a maximum of 16 hours of dissertation research). The Ph.D. program in American culture studies is an innovative degree program comprising an intellectual community of several academic programs and departments. It features two interdisciplinary academic tracks from which students choose their major concentration: (1) film, media, and culture, or (2) ethnicity, gender, and social identities. The American culture studies Ph.D. program draws on faculty from the following departments and graduate programs: ethnic studies, women's studies, communication studies, English, history, philosophy, popular culture, sociology, theatre, and telecommunications. The ACS PhD is normally a four-year program of study, with two years of course work and two years of dissertation work.

*Course Requirements:* The Ph.D. program in American culture studies contains the following components:

1. Common Core Requirements (12 hours): theories of American culture studies, genealogy of American culture, publication and professional development, key debates in cultural studies.
2. Interdisciplinary Major Concentration (24 hours): Either (a) film, media, and culture, or (b) ethnicity, gender, and social identities.

3. Minor Concentration (12 hours); Either a disciplinary minor, such as communication studies, English, history, etc., or an interdisciplinary minor, such as film studies, museum/archival studies, etc., or a graduate certificate, such as those in ethnic studies, women's studies, performance studies, etc.
4. Dissertation Research (16 hours): Including a three hour seminar in dissertation research and writing.

*Professional Activity:* During their course of study in the Ph.D. program, students are encouraged and expected to participate in a range of professional activities aimed at preparing them to successfully compete on the academic job market. These include such activities as presenting papers at professional conferences and professional publication in scholarly journals and edited volumes. The ACS Program assists students in the pursuit of these scholarly activities through offering financial aid to offset the cost of travel to conferences and registration.

*Examinations:* Successful completion of a general preliminary examination is required for formal advancement to candidacy. The preliminary examination is an interdisciplinary examination over the literature in the student's major area of concentration.

*Dissertation:* The dissertation should be consistent with the candidate's planned profession and course of study in the doctoral program. It marks the culmination of the candidate's course of study. Dissertation committees must consist of a minimum of three faculty members from cooperating departments/programs/schools who are officially affiliated with the American Culture Studies Program, plus a graduate faculty representative appointed by the Graduate College. Other appropriate faculty may be included with the approval of the Executive Committee.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the American Culture Studies program use the prefix: ACS.

## **Applied Statistics & Operations Research**

[B. Madhu Rao](#), Chair

[Danny Myers](#), Graduate Coordinator - Operations Research

[Arthur Yeh](#), Graduate Coordinator - Applied Statistics

344 Business Administration Building

Phone: 419-372-2363

### **Degree Offered**

Master of Science

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### **Graduate Faculty**

|                               |  |
|-------------------------------|--|
| Professors:                   | Danny C. Myers, Ph.D.; B. Madhu Rao, Ph.D.; James Sullivan, Ph.D.              |
| Associate Professors:         | Nancy Boudreau, Ph.D.; Grace Montepiedra, Ph.D.; Arthur Yeh, Ph.D.             |
| Assistant Professors:         | Jane Chang, Ph.D.; Richard McGrath, Ph.D.; Christopher Rump, Ph.D.             |
| Statistics Program Committee: | Nancy Boudreau, Hanfeng Chen, John Chen, Herb McGrath, Truc Nguyen, Arthur Yeh |

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The Master of Science in Applied Statistics is offered jointly by the Department of Mathematics and Statistics and the Department of Applied Statistics and Operations Research. The intent of the program is to prepare students for direct entry into a career as statisticians in business, industry, or government, or for further study toward a Ph.D. degree in statistics.

For detailed descriptions of operations research specializations, see the Master of Science section in Computer Science and the Master of Business Administration programs.

### **Prerequisites to Graduate Work in Applied Statistics**

This program is intended for students with a background in mathematics or statistics. Students without this background should expect to take longer to complete the degree requirements.

Applicants must have satisfactorily completed courses in differential and integral calculus, including multivariable calculus; a course in advanced calculus; and a course in linear algebra. At the University, these requirements are equivalent to the completion of MATH 233, MATH 432, and MATH 434. These prerequisites may be waived for admission to the program but must be fulfilled early in the program.

Although no background in statistics is required for admission into the program, it is beneficial for applicants to have completed an introductory two-course sequence in probability and statistics.

### **Admission Procedure**

Applicants seeking admission to the M.S. program should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### **Degree Requirements Master of Science in Applied Statistics**

Students may pursue the M.S. degree under either Plan I or Plan II. Requirements under either plan are: MATH 641 and 642, STAT 502, 506, and 508; at least one course from MATH 650, STAT 675; at least six hours of graduate course work in an approved cognate area; and three



elective courses in statistics (at least two at the 600 level). Of these elective courses, at least three hours must be from the Department of Mathematics and Statistics and at least three must be from the Department of Applied Statistics and Operations Research. The remaining three hours should be from the offerings of either the Department of Applied Statistics and Operations Research or the Department of Mathematics and Statistics. Any of these courses may be waived at the graduate level for students who can document equivalent undergraduate or graduate training; however, the credit hour requirement will not be reduced in this case. The student will be expected to substitute appropriate electives. Cognate courses are selected by the student, subject to the approval of the graduate coordinator, to conform to the individual needs of the student. Cognate courses may not include courses whose primary content is statistics.

Plan I: Candidates must complete a minimum of 33 semester hours of graduate course work and three hours of thesis credit. Candidates must submit a thesis on a topic approved by the Statistics Program Committee and must pass an oral examination over the thesis and MATH 641 and 642, and STAT 502, 506, and 508.

Plan II: Candidates must complete a minimum of 33 hours of graduate course work including STAT 675. Students must pass a written and oral comprehensive examination over MATH 641 and 642, and STAT 502, 506, and 508. However, the oral examination will be waived for students with sufficient written examination scores.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Applied Statistics and Operations Research use the prefix: STAT and OR.

## **Art**

[Katerina Rüedi Ray](#), Director, School of Art

[Mille Guldbeck](#), Graduate Coordinator

116 Fine Arts Center

Phone: 419-372-9319

Fax: 419-372-2544

## **Degree Offered**

Master of Arts; Master of Fine Arts

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## **Graduate Faculty**

Professors:

Janet Ballweg, M.F.A.; Robert Hurlstone, M.F.A.; Louis Krueger, M.F.A.; Thomas Muir, M.F.A.; Katerina Rüedi Ray, Ph.D.; Shawn Morin, M.F.A.; Dennis Wojtkiewicz, M.F.A.

Associate Professors:

John Balistreri, M.F.A.; Dena Eber, Ph.D.; Heather Elliott,

M.F.A.; Rebecca Green, Ph.D.; Kathleen Hagan, M.F.A.; Karen Kakas, Ph.D.; Charles Kanwischer, M.F.A.; John Lavezzi, Ph.D.; Bonnie Mitchell, M.F.A.; Rosalie Politsky, Ph.D.; David Sapp, M.F.A.; Lynn Whitney, M.F.A.

Assistant Professors: Michael Arrigo, M.F.A.; Mille Guldbeck, M.F.A.; Andrew Hershberger, Ph.D.; Gregory Little, M.F.A.; Lori Young, M.A.

Graduate Programs and Standards Committee: Three members of the graduate faculty and the graduate coordinator (a rotating faculty committee)

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The School of Art offers programs leading to the degrees of Master of Arts and Master of Fine Arts. Students pursue course work in two-dimensional studies (drawing, painting, photography, and printmaking), three-dimensional studies (ceramics, fibers/fabrics, glass, jewelry/metals, sculpture), digital arts (animation, imaging, interactive/web-based media, and video), and art history.

Within these programs students find a broad range of studio and academic disciplines, united by a deep commitment to technical development sustained by rigorous examination of accompanying contextual and conceptual issues. The School of Art's M.A. and M.F.A. programs seek to foster a productive and diverse community of artists and scholars whose shared goal is preparation for careers in the visual arts.

The School of Art also offers an M.F.A. degree in partnership with Studio Art Centers International (SACI), located in Florence, Italy. Students spend their first year of study in Florence working with SACI's faculty. Upon successful completion of the first year, students spend their final year at BGSU. Admission to the joint BGSU/SACI program is determined by Bowling Green State University. Candidates must submit the same materials required of students applying for the conventional M.F.A. program.

### **Prerequisites to Graduate Work**

Admission to the M.A.-studio art and the M.F.A. programs requires the equivalent of a Bachelor of Fine Arts degree or 60 hours in art and 12 hours in art history. Prerequisites may be altered at the discretion of the School of Art.

For admission to the M.A.-art history program, an undergraduate background in fine arts, art history, or humanities is highly recommended. Deficiencies in art history may have to be addressed prior to formal acceptance into the M.A. program.

### **Admission Procedure**

Applicants seeking admission to the M.A. and M.F.A. programs should follow the instructions outlined in the "Graduate Admission" section of this catalog.

Applicants to the M.A.-studio art program and the M.F.A. program are required to submit a

portfolio consisting of a cover letter describing goals, objectives, educational background, and personal history; resume; three letters of recommendation; 20 slides of work from the proposed area of specialization; and a stamped self-addressed envelope by February 15 for enrollment the following fall semester. Applicants should keep in mind that there is no summer review of portfolios.

Applicants to the M.A.-art history program are required to submit an application consisting of a cover letter describing goals, objectives, educational background, and personal history; resume; three letters of recommendation; and a sample paper from a recent art history course.

## **Degree Requirements**

The M.A. in studio art and the M.F.A. are two separate degree programs. M.F.A. candidates are not required to earn an M.A. en route to an M.F.A. If students elect to pursue both degrees, they must fulfill all requirements for both.

Students majoring in a studio area, in both the M.A. and M.F.A. programs, work with the graduate coordinator to choose the student's major professor. The major professor will work with the graduate coordinator to oversee the student's matriculation process and will serve as the chair of the student's Graduate Review Committee.

The Graduate Review Committee is composed of five graduate faculty members, including the major professor, from the School of Art and the College of Arts and Sciences. All studio majors are subject to periodic reviews by the Review Committee.

## **Master of Arts**

*Studio Art:* Candidates must complete a minimum of 33 semester hours of graduate credit, distributed as follows: 12 hours studio specialization; six hours studio critique; six hours studio electives; three hours pedagogy; three hours art history seminar; and three hours written thesis credit. The written thesis in the studio program can be the result of research in art theory, art criticism, art history, or studio experimentation. The student must submit a photographic record of his/her studio work prior to graduation.

Awarding of the degree is contingent upon recommendation for graduation by the Graduate Review Board of the School of Art after a final review of work submitted by the candidate.

*Art History:* Candidates must complete a minimum of 31 semester hours of graduate credit distributed as follows: 24 semester hours of art history, of which six must be in graduate seminars in two different areas or periods of art history and at least 12 of which must be in regular lecture courses; three hours of studio or related courses or related courses outside the School of Art; one hour of research techniques; and three hours of written thesis credit. In addition, as a prerequisite to admission to M.A. degree candidacy and thesis work, students must satisfactorily complete a comprehensive examination in art history after successful completion of 18 semester hours of art history courses.

Candidates in art history are also required to demonstrate a reading proficiency in one of the approved languages of scholarship other than English. The appropriate language will be determined in consultation with the student's advisor (who will be one of the full-time faculty in art history). Proficiency is usually certified by a B-level examination or equivalent, as described under Option A in the "Language Requirements" section of this catalog.

## **Master of Fine Arts**

Students entering the M.F.A. degree program have probationary status during the first 15 semester hours of work. In the semester immediately following the completion of this 15-hour requirement (summer excepted), the student must pass the initial review for permission to continue in the program.

Candidates must complete a total of 60 semester hours of graduate credit, distributed as follows: 21 hours studio within specialization; 12 hours studio critique; 12 hours studio elective; six hours art history seminar; three hours academic elective; three hours pedagogy; and three hours exhibition research.

Awarding of the degree is contingent upon recommendation for graduation by the Graduate Review Board after a final review of work submitted by each candidate.

Total hour requirements may be reduced for students who can apply credit from previous graduate work. Students are required to complete a minimum of two full-time semesters in residence.

The M.F.A. exhibition required of each student is the culmination of the candidate's work in his or her studio discipline. The exhibition is a major show including an in-lieu-of-thesis statement and photographic documentation of the work, which must be accompanied by an exhibition brochure. M.F.A. exhibitions are usually held spring semester in the Dorothy Uber Bryan Gallery in the Fine Arts Center, though exceptions can be made. The M.F.A. exhibition must be approved by the Graduate Review Committee.

Students wishing to enroll in courses outside of their area of specialization must display a proficiency in the chosen area. The instructor may require remedial undergraduate study before approval to take the graduate course is given.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the School of Art use the prefix: ART, ARTC, ARTD, ARTE, ARTH, and ARTS.

## **Biological Sciences**

[Scott Rogers](#), Chair

[Stan Smith](#), Graduate Coordinator

217 Life Sciences Building  
Phone: 419-372-2332

### **Degrees Offered**

Master of Science; Master of Arts in Teaching; Specialist in Applied Biology; Doctor of Philosophy

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### **Graduate Faculty**

|                       |   |
|-----------------------|---|
| Professors:           | Verner Bingman, Ph.D. (Psychology); George Bullerjahn, Ph.D.; Carmen Fioravanti, Ph.D.; Narasaiah Gavini, Ph.D.; John Graham, Ph.D.; Carol Heckman, Ph.D.; Roudabeh Jamasbi, Ph.D. (Public and Allied Health); Rex Lowe, Ph.D.; Lee Meserve, Ph.D.; Paul Moore, Ph.D.; C. Lee Rockett, Ph.D.; Scott Rogers, Ph.D.; Stan Smith, Ph.D.; Ron Woodruff, Ph.D. |
| Associate Professors: | M. Sue Houston, Ph.D. (Family and Consumer Sciences); Michael Geusz, Ph.D.; Robert Huber, Ph.D.; R. Michael McKay, Ph.D.; Helen Michaels, Ph.D.; Jeffrey Miner, Ph.D.; Paul Morris, Ph.D.; Kevin Pang, Ph.D. (Psychology); Lakshmidivi Pulakat, Ph.D.; Moira van Staaden, Ph.D.   |
| Assistant Professors: | Juan Bouzat, Ph.D.; Raymond Larsen, Ph.D.; Karen Root, Ph.D.; Tami Steveson, Ph.D.; Daniel Wiegmann, Ph.D.  |
| Lecturer:             | Daniel Pavuk, Ph.D.   |

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The Department of Biological Sciences offers graduate training for professional careers in both applied and fundamental areas of biology. Programs are available leading to the degrees of Master of Arts in Teaching, Master of Science, Specialist in Applied Biology, and Doctor of Philosophy. Major areas of concentration include molecular biology, microbiology, cell biology, conservation biology and genetics, physiology, neuroscience and behavior, aquatic ecology, plant science, and entomology/parasitology. The Specialist in Applied Biology program offers immunohematology as an area of specialization. Interdisciplinary research programs in the fields of chemistry, geology, and psychology are also available.

### **Prerequisites to Graduate Work**

Prerequisites for the M.S. program include completion of a baccalaureate degree, normally in one of the biological sciences, and completion of course work in organic chemistry and calculus. Applicants who are deficient must complete these prerequisites before the final examination.

Applicants to the Specialist in Applied Biology program must have completed or be co-enrolled in a master's degree program or its equivalent.

Applicants to the Ph.D. program who have a grade point average of at least 3.3, scored above the

60th percentile on the GRE, and present evidence of research ability may enter directly into the Ph.D. program following completion of the baccalaureate degree. A separate application to the Ph.D. program must be made by students completing a master's degree, even if the degree is from Bowling Green State University. Within three semesters of entering the Department of Biological Sciences master's program at the University, a student may apply to enter the Ph.D. program.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in biological sciences should follow the instructions outlined in the "Graduate Admission" section of this catalog.

Applicants to the M.S. and Ph.D. programs should indicate their intended area of specialization to facilitate the application process.

### **Degree Requirements**

#### **Master of Arts in Teaching**

Degree requirements are listed under the heading of Master of Arts in Teaching in the "Degree Programs" section of this catalog.

#### **Master of Science**

Students may pursue the M.S. degree under one of two plans.

Plan I: Plan I is a thesis option recommended for students who intend to continue on to a Ph.D. program as well as students who want to pursue careers involving biological research. Students must complete at least 30 semester hours of graduate credit, including one hour of BIOL 601, one hour of BIOL 781, and three to six hours of BIOL 699. The remainder of the student's course of study is designed, with the advice of the student's committee, to meet the student's particular needs and interests.

Candidates must complete an original research program and a thesis. Research is carried out with the help and supervision of a graduate faculty adviser designated by the student. The final oral examination covers both the contents of the thesis and general biological knowledge.

Plan II: Plan II is a non-thesis plan designed to meet the needs of students whose career goals do not require a research-oriented course of study. Candidates are required to complete 34 semester hours of graduate credit including one hour of BIOL 601 and one hour of BIOL 602. The rest of the program is designed, with the advice of the student's committee, to meet the student's needs and interests.

In lieu of a thesis, students must complete both a paper based on either original research or a literature search and a comprehensive written examination. The final oral examination covers the student's written work as well as general biological knowledge.

## **Specialist in Applied Biology**

Degree requirements are listed under the heading of Specialist in Applied Biology in the "Degree Programs" section of this catalog.

## **Doctor of Philosophy**

Students must complete at least 60 semester hours of graduate credit beyond the master's degree or 90 semester hours beyond the bachelor's degree. These hours must include at least 16 hours of BIOL 799, Dissertation Research (no more than 30 are applicable to the degree). The rest of the student's course of study is designed, with the advice of the student's doctoral committee, to meet the student's needs and interests.

Students must complete a preliminary written and oral examination covering general biological knowledge, usually by the end of the second year of study. Students successfully completing this examination are considered to be candidates for the Ph.D. degree.

Candidates must complete an independent research project acceptable to their doctoral committee. This research project is to be described and evaluated in the dissertation. The final oral examination consists of a defense of the dissertation and may cover related fields of study.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Biological Sciences use the prefix: BIOL.

## **Educational Teaching and Learning**

[Leigh Chiarelott](#), Chair

[David Hyslop](#), Graduate Coordinator - Business Education

[Gregg Brownell](#), Graduate Coordinator - Classroom Technology

[Leigh Chiarelott](#), Graduate Coordinator - Curriculum and Teaching

[Cindy Hendricks](#), Graduate Coordinator - Reading

529 Education Building

Phone: 419-372-7320

## **Degrees Offered**

Master of Education; Specialist in Education (Reading)

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## **Graduate Faculty**

Professors: William Armaline, Ph.D.; Robert Berns, Ph.D.; Gregg Brownell, Ed.D.; Leigh Chiarelott, Ph.D.; Cindy Hendricks, Ph.D.

Associate Professors: Daniel Brahier, Ph.D.; Michael P. French, Ph.D.; D. Rosalind Hammond, Ed.D.; Jodi Haney, Ph.D.; Julia McArthur, Ph.D.

Assistant Professors: Lena Ballone, Ph.D.; Savilla Banister, Ph.D.; Cynthia Bertelsen, Ph.D.; Alden Craddock, Ph.D.; John Fischer, Ph.D.; Nancy Fordham, Ph.D.; Sharon Keller, Ph.D.; Timothy Murnen, Ph.D.; Nancy Patterson, Ph.D.; Sharon Subreeduth, Ph.D.

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The Division of Teaching and Learning (EDTL) offers programs leading to the degrees of Master of Education and Specialist in Education. The Master of Education is available in the fields of [business education](#), [classroom technology](#), [curriculum and teaching](#), and [reading](#). The Specialist in Education is available in reading. A reading endorsement program is available for those students who do not wish to pursue a degree program.

The Master of Education in [Business Education](#) program is designed to qualify students for teaching positions at either the secondary or postsecondary level or for related positions in business and industry.

The Master of Education in [Classroom Technology](#) is intended to educate leaders in the area of classroom technology. These individuals will be capable of working within their regional, state, and local communities of practice to support and develop the integration of technology into the classroom and the community. Students have both a thesis and non-thesis option to complete the degree. Upon completion of the program, students can apply to receive the Ohio endorsement in computers/technology.

The Master of Education in [Curriculum and Teaching](#) combines the former master's degrees in Elementary and Secondary Education. The master's degree in Curriculum and Teaching is designed to provide individuals possessing a bachelor's degree and licensure (certification) as teachers with the opportunity to enhance their understanding of curriculum theory, design and development, and their skill as effective classroom teachers. Individuals who do not possess a teaching license (certificate) may also pursue this degree, but it will not enable them to become licensed (certified) as classroom teachers in public schools. Individuals seeking licensure (certification) as secondary teachers should consult with the graduate coordinator or with the Director of Teacher Licensure in Room 365 Education Building for a transcript analysis and a checksheet indicating professional education courses needed for licensure (certification).

The Master of Education in [Reading](#) is a one-year graduate program that meets Ohio's reading licensure requirements. The specific goal of the program is to prepare early childhood, middle childhood, and adolescent/young adult teachers to teach reading in early childhood, middle childhood, or adolescent/young adult reading programs. Students may choose from Plan I (thesis) or Plan II (action research project). The M.Ed. leads to a reading endorsement that may be attached to the age-level of the license held by the candidate.

Applicants to the M.Ed. and Ed.S. reading programs should have a teaching certificate/license and teaching experience at the early childhood, middle childhood, or adolescent/young adult level.



The Specialist in Education in Reading program is designed for students who have a master's degree in reading and wish to extend and enrich their reading education. The specific goal of the program is to prepare teachers to play such leadership roles as reading coordinator, reading clinician, and developmental reading teacher at the college, junior college, or technical college level.

The M.Ed. in reading and the Ed.S. programs are structured in accordance with the licensing requirements established by the State Department of Education and the International Reading Association.

### **Prerequisites for Graduate Work**

Prerequisites for the M.Ed. programs include a bachelor's degree from an accredited institution. For the persons seeking secondary licensure in the curriculum and teaching program or grades 4-12 teacher licensure in business education or marketing education, applicants' transcripts are studied to identify deficiencies in preparation in professional education and in those areas for which licensure is desired. If there are deficiencies in the undergraduate preparation, the graduate coordinator prescribes additional course work to cover the area or areas. Completion of the master's degree is a prerequisite to admission into the specialist degree program.

Applicants to the M.Ed. and Ed.S. reading programs should have teacher certification/licensure and teaching experience at the early childhood, middle school, or secondary school level.

### **Admission Procedure**

Applicants seeking admission to the graduate programs offered by EDTL should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### **Degree Requirements**

#### **Master of Education in Business Education**

Plan I: Candidates must complete a total of 33 semester hours of graduate credit which includes the program core, one of the five program options, and thesis credit. Students must complete 15 hours in the program core (BUSE 601, BUSE 602, BUSE 603, BUSE 628, EDFI 641) and 15 hours in one of the five program options listed below. The remaining three hours must be completed by enrolling in BUSE 699, Thesis Research. Candidates under Plan I must complete a thesis under the direction of a graduate faculty advisor.

Plan II: Candidates must complete a total of 33 semester hours of graduate credit. A final written comprehensive examination is required. Students must complete the program core (BUSE 601, BUSE 602, BUSE 603, BUSE 628, EDFI 641) and choose one of the program options listed below.

Students in both plans must complete one of the following program options:

1. Business Education or Marketing Education Licensure: follow approved teacher licensure checklist;
2. Master Teacher in Business Education (12 hours): BUSE 551, 563, 565, six hours in selected content area, and six hours of related graduate courses with graduate coordinator approval;
3. Master Teacher in Marketing Education (12 hours): BUSE 551, 563, 565, six hours in selected content area, and six hours of related graduate courses with graduate coordinator approval;
4. Postsecondary Education (12 hours): BUSE 551, 563, 565, 6 hours in selected content area and six hours of related graduate courses with graduate coordinator approval; and
5. Training and Development (12 hours): BUSE 697, C&TE 659, TECH 662 or TECH 663, TECH 633 or ENG 640, and six hours of related graduate courses with graduate coordinator approval.

### **Master of Education in Classroom Technology**

Candidates must complete a minimum of 33 semester hours of graduate credit. The following courses are required: EDTL 611, EDTL 631, EDTL 632, EDTL 633, EDTL 638, EDFI 641, and EDFI 642. Candidates must also complete a minimum of 12 credits of suggested courses, including EDTL 630, EDTL 634, EDTL 635, EDTL 636. Substitutions for suggested courses may be drawn from units including, but not limited to, computer science, the College of Musical Arts, the College of Technology, and the College of Education and Human Development. Substitutions must be approved in writing by the program coordinator.

### **Master of Education in Curriculum and Teaching**

Candidates must complete a minimum of 33 semester hours of graduate work approved by the graduate coordinator.

1. Professional core (choose two): EDTL 611, 616, 648, 649, 710;
2. assessment and research (choose two): EDFI 641 and 642 or EDTL 653;
3. development and learning (choose one): EDFI 627, 671, 673, 677;
4. foundations (choose one): EDFI 600, 601, 602;
5. advanced methods (choose one): EDTL 610, 640, 641, 642, 643, 645, 646, 647;
6. electives (selected with the approval of advisor): may be taken from any supporting department in the college as well as other content areas as approved;
7. culminating activity (choose one): (a) complete a significant research paper (EDTL 684), (b) complete a classroom-based master's project (EDTL 684), (c) complete a master's thesis (EDTL 699).

Under both programs, students pursue the M.Ed. degree under one of two plans.

Plan I: Candidates must prepare a thesis and complete an oral examination conducted by members of the thesis committee.

Plan II: Candidates must complete a written comprehensive research paper or classroom-based project before the completion of the course work for the degree.

### **Master of Education in Reading**

Candidates must complete a minimum of 33 semester hours of graduate credit. Course work depends on the license currently held by the candidate. The following course work is required:

(1) Required Core Courses - The required core reading courses that meet Ohio licensure requirements for early childhood reading endorsement are EDTL 520, 621, 626, 661, and 664. The required core reading courses which meet Ohio licensure requirements for middle childhood reading endorsement are EDTL 520, 621, 626, 662, and 665. The required core reading courses which meet Ohio licensure requirements for adolescent/young adult reading endorsement are EDTL 620, 621, 626, 663, and 666.

(2) Required Research Courses - The required research courses for Plan I (thesis) are EDFI 641 and EDTL 699. The required research courses for Plan II (action research project) are EDFI 641, EDTL 684, and either EDFI 642 or EDTL 653.

(3) Cognate Field - Six semester hours in a cognate field are required. The cognate is to be determined in consultation with the graduate advisor. General requirements and degree plans can be found under the heading Master of Education in the “Degree Programs” section of this catalog.

### **Specialist in Education (Reading)**

A minimum of 33 semester hours of post-master's graduate work is required. Course work should consist of:

(1) a minimum of 15 semester hours in reading/language arts beyond the master's level;

(2) at least 12 hours in a cognate area (selected in consultation with the graduate advisor);

(3) three hours of EDTL 684 which is to be used in the development of a scholarly research paper; and

(4) a practicum or field-service experience for three to six semester hours. Prerequisites include: EDTL 621, 626, either EDTL 520 or 620; either 661, 662, or 663; and either EDTL 664, 665, or 666. Research prerequisites include: EDFI 641 and either EDFI 642, EDTL 653, or EDTL 699.

### **Reading Endorsement Program**

Five graduate courses in reading (EDTL 520 or 620, 621, 626, either 661, 662, or 663, and either 664, 665, or 666) plus a teaching license and a passing score on the Praxis II Introduction to Reading Specialty test are required for the Reading Teacher endorsement which is attached to the age level of the teaching license. The courses must be taken in sequence, although EDTL 520

and 621 may be taken concurrently. Usually, this program is for licensure purposes only. However, the courses may be applied to an M.Ed. degree in reading if the student has obtained regular admission to the Graduate College before completion of the third reading course.

## Graduate Courses

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the EDTL program use the prefix: BUSE and EDTL.

## Career and Technology

[Ernest Savage](#), Dean, College of Technology

[Larry Hatch](#), Chair, Visual Communications and Technology Education

[Thomas Andrews](#), Chair, Technology Systems

[Donna Trautman](#), Graduate Coordinator, College of Technology

206 Technology Building

Phone: 419-372-7613

### Degree Offered

Master of Education

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### Graduate Faculty

Professors: Larry Hatch, Ph.D.; Gene Poor, Ph.D.; Ernest Savage, Ed.D.; John Sinn, Ed.D.

Associate Professors: Keith Bernhard, Ph.D.; Salim Elwazani, Ph.D.; Stan Guidera, Ph.D.; Kathryn Hoff, Ph.D.; Stephen Quilty, M.A.; Donna Trautman, Ph.D.; Todd Waggoner, Ph.D.

Assistant Professors: Angelo Brown, Ed.D.; Paul Cesarini, Ph.D.; Rodney Heiligmann, Ph.D.; Mitchell Henke, Ph.D.; Andreas Luescher, Ph.D.;

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The Master of Education in [Career and Technology Education](#) (C&TE) program is designed for individuals interested in one of the following two areas.

**Training and Development:** The C&TE program is designed to prepare individuals who desire professional qualifications in the field of training and development. Course work is based on the American Society for Training and Development (ASTD) competencies for professional practice in human resource development. Each course of study is prepared based on individual background, interests, and needs. Course work in the College of Technology emphasizes skills in needs analysis, instructional design, instructional strategies, presentation graphics, evaluation, cost benefit analysis, and adult learning and motivation. These are blended with course selections from other University program offerings such as technical communication, industrial

psychology, human resource management, education, and organization development. Many courses involve projects in a business or industry setting.

**Technology/Technical Education:** The C&TE program is designed to prepare individuals who desire to become leaders in the area of technology/technical education. Course work includes curriculum development, evaluation, instructional media, presentation graphics, and research in technology/technical education. The program also allows for technical upgrading related to the subject being taught. An emphasis can also be developed in the area of administration, supervision, or evaluation and research.

Training and development and technology/technical education may be pursued as cognate areas for graduate degrees in family and consumer sciences, technical writing, educational administration and supervision with an emphasis in higher education administration, business education, and technology. Students pursuing a Ph.D., specialist, or master's degree in other disciplines can work with their major advisor and an advisor in C&TE to complete a cognate in training and development or technology/technical education.

### **Prerequisites to Graduate Work**

A bachelor's degree in education or a related technical or professional area is required. If the graduate coordinator determines deficiencies in a student's background, additional undergraduate or graduate work will be prescribed.

### **Admission Procedure**

Applicants seeking admission to the M.Ed. program should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applicants must present an undergraduate grade point average of no less than a 2.7 on a 4.0 scale.

### *Degree Requirements*

#### **Master of Education**

Candidates may pursue the M.Ed. degree under one of two plans.

**Plan I:** Under this research-centered plan, students must take a minimum of 33 semester hours of graduate credit, write a thesis, and pass a final oral examination.

**Plan II:** Under this course-centered plan, students must take a minimum of 36 semester hours of graduate credit, write, and defend a major project or comprehensive examination.

In order to maximize graduate offerings in relation to career goals, the remainder of the degree program is designed by each student in consultation with the graduate coordinator. Persons who have undergraduate work in a component area of career and technology education may pursue a degree program to broaden their career opportunities. For example, for teaching or supervisory certification objectives, a degree program can be developed that meets both state certification

standards and program standards. Persons from business or industry may similarly individualize their degree programs. For example, for developing industrial training competencies, instructional technology, and technical writing specializations can be pursued. Additional program materials may be obtained from the graduate coordinator.

## Graduate Courses

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Career and Technology Education program use the prefixes: C&TE, TE, TECH, and VCT.

## Chemistry

[Michael Ogawa](#), Chair

[David S. Newman](#), Graduate Coordinator - M.A.T. Program

[Thomas H. Kinstle](#), Graduate Coordinator

[Nora R. Cassidy](#), Graduate Program Coordinator

141 Overman Hall

Phone: 419-372-2033

## Degrees Offered

Master of Science; Master of Arts in Teaching

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## Graduate Faculty

Professors: Arthur Brecher, Ph.D.; Thomas Kinstle, Ph.D.; Neocles Leontis, Ph.D.; Douglas Neckers, Ph.D.; David Newman, Ph.D.; Michael Ogawa, Ph.D.; Michael A. J. Rodgers, Ph.D.; William Scovell, Ph.D.; Deanne Snavely, Ph.D.

Associate Professors: John Cable, Ph.D.; Felix Castellano, Ph.D.

Assistant Professors: Pavel Anzenbacher, Ph.D.; Vladimir Popik, Ph.D.

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Programs leading to the Master of Science and the Master of Arts in Teaching degrees are offered by the Department of Chemistry. The Master of Science in chemistry program offers thesis research opportunities in the traditional areas of organic, inorganic, analytical, physical, and biochemistry. Through the Center for Photochemical Sciences, the department also offers opportunities to combine the traditional disciplines with other sciences to explore basic and applied research problems in the photochemical sciences. The Center offers a Ph.D. program in Photochemical Sciences. See the "Photochemical Sciences" section for further information.

## Prerequisites to Graduate Work

Completion of an undergraduate major in chemistry as defined by the American Chemical

Society is desirable. Three years of chemistry, one year of college physics, and mathematics through calculus are required.

Applicants from other undergraduate degree majors are considered for admission if they plan to specialize in biochemistry. Such applications are considered on an individual basis and enrollment in some undergraduate courses is sometimes necessary to attain prerequisites for graduate work.

### **Admission Procedure**

Applicants seeking admission to graduate programs in chemistry should follow the instructions outlined in the “Graduate Admission” section of this catalog.

### **Degree Requirements**

#### **Master of Arts in Teaching**

Degree requirements are listed under the heading of Master of Arts in Teaching in the “Degree Programs” section of this catalog.

#### **Master of Science**

All first-semester students must take an orientation examination in the fields of organic and physical chemistry just prior to the first registration. These are nationally standardized tests at a difficulty level similar to the final undergraduate examinations in each of these areas. The results are used to advise students in their initial course registration.

Students may pursue the M.S. degree under one of two plans.

*Plan I:* Candidates must complete a minimum of 30 semester hours of graduate credit and a thesis. The following courses (or their equivalents) are required: CHEM 506; at least one course from CHEM 542, 614, 618, and 621. CHEM 681 registration is required each semester of residence. Students must complete four of the following six area choices, or have previously had their equivalent: (1) CHEM 554 or 625 (Analytical); (2) CHEM 614 or 621 (Physical); (3) CHEM 542 or 618 (Organic); (4) CHEM 563 or 616 (Inorganic); (5) CHEM 545 or 547 or any two from 641-644 (Biochemistry); and (6) approved courses in biological sciences, mathematics, or physics.

Two of the four areas must be completed with 600-level courses. Students receive credit toward graduation for no more than six hours of CHEM 699; two hours of CHEM 681; two hours of CHEM 682; two hours of CHEM 690; and three hours of CHEM 631-636. Courses such as CHEM 681, 682, 690, and 694 include a wide range of topics and specialized training sessions in laboratory and instrumentation research techniques, thereby affording students opportunities to broaden their knowledge outside their chosen specialization area.

Candidates are required to pass a written examination in their major field of research specialization at least three months prior to submitting their thesis for approval. The written examination is waived for students whose grade point average is at least 3.3 in the courses from

the area choices listed above completed at the time they first satisfy the four-area and two 600-level course requirements. Candidates must complete a research project acceptable to their committee. This research is to be described and evaluated in the thesis.

Candidates must also pass an oral examination defending their thesis research and covering closely allied areas.

*Plan II:* Candidates must complete 33 semester hours of graduate credit and a written comprehensive examination. The following courses (or their equivalents) are required: CHEM 506 and 690; three of CHEM 542, 545, 554, and 563. Students who have taken equivalent courses as an undergraduate may not receive credit for these courses. Candidates must complete four of six area choices listed under Plan I. CHEM 681 registration is required each semester of residence.

Students must complete a minimum of 20 hours of chemistry course work, of which no more than two hours may be in CHEM 681, no more than four hours in CHEM 682, and no more than four hours in CHEM 690. CHEM 699 and CHEM 631-636 cannot be applied as credit towards the Plan II degree. Students must present two CHEM 681 seminars.

Candidates must pass a written comprehensive examination covering the areas of chemistry included in their degree program not later than four weeks prior to the awarding of the degree.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Chemistry use the prefix: CHEM.

## **College Student Personnel**

[Michael Coomes](#), Chair/Graduate Coordinator  
330 Education Building  
Phone: 419-372-7382

### **Degrees Offered**

Master of Arts

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### **Graduate Faculty**

|                       |  |
|-----------------------|--|
| Professors:           | Michael Dannells, Ph.D.; Carney Strange, Ph.D.   |
| Associate Professors: | Michael Coomes, Ed.D.; Robert DeBard, Ed.D.; Fiona MacKinnon, Ph.D.; Carolyn Palmer, Ph.D. |
| Assistant Professors: | Ellen Broido, D.Ed.; Maureen Wilson, Ph.D.   |

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The Master of Arts in College Student Personnel, offered by the Division of Higher Education and Student Affairs, is designed to prepare individuals for employment within the general area of student affairs and student development services in postsecondary education. Candidates are prepared as generalists and are qualified for positions in such areas as admissions, orientation, residence life, student activities and organizations, counseling and career development, alumni affairs, financial aid, and placement. This program offers both rigorous academic preparation and extensive experiential learning opportunities. All students are required to successfully complete a two-year internship, which they may complement with additional practicum experiences. Through elective course work, students may also complete a specialized emphasis focusing on the needs of returning adult learners.

### **Prerequisites to Graduate Work**

There is no specific undergraduate major required as a prerequisite for application for the college student personnel program. However, it is helpful for applicants to have completed some course work in the behavioral sciences, such as psychology or sociology. The quality of the applicant's undergraduate program, letters of recommendation, and employment or other such experiences are important factors in determining the admissibility of an applicant to program. Invited applicants must also interview successfully for an internship assignment before a recommendation is made to the Graduate College for regular admission to the program.

### **Admission Procedure**

Applicants seeking admission to the graduate program in college student personnel should follow the instructions outlined in the "Graduate Admission" section of this catalog and should contact the College Student Personnel program directly for additional supplemental application materials.

### ***Degree Requirements***

#### **Master of Arts**

The M.A. degree program allows some flexibility in planning based on the individual student's needs and goals. College Student Personnel courses emphasize the social, psychological, and philosophical foundations of student affairs practice in postsecondary institutions. Although most of the course requirements are met by offerings in the College of Education and Human Development, candidates are encouraged to take advantage of appropriate courses in the College of Arts and Sciences, the College of Technology, and the College of Business Administration.

The required 45 semester hours of graduate credit include a series of college student personnel core courses, one course each in statistics and research methodology, and additional courses from multidisciplinary sources in consultation with a department adviser. Students may select courses that provide concentrations in such areas as counseling or administration, or that focus on the needs of special student populations, such as returning adult learners.

Appointment to a required internship position is earned through a competitive interview process arranged by the College Student Personnel program. These internships include positions on the

University campus and at nearby cooperating institutions.

Students may pursue the M.A. degree in College Student Personnel under one of two plans.

Plan I: Candidates must complete a thesis compatible with their background and interests.

Plan II: Candidates must complete a written comprehensive examination prepared and scheduled by the department.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of College Student Personnel use the prefix: CSP.

## **Communication Disorders**

[Larry Small](#), Chair

[Lynne Hewitt](#), Graduate Coordinator

200 Student Health Services

Phone: 419-372-2515

### **Degrees Offered**

Master of Science; Doctor of Philosophy

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### **Graduate Faculty**

Professors: John Folkins, Ph.D.; Linda Petrosino, Ph.D.; Ronald Scherer, Ph.D.

Associate Professors: Elizabeth I. Burroughs, Ph.D.; Roger Colcord, Ph.D.; Donald Cooper, Ph.D.; Larry H. Small, Ph.D.

Assistant Professors: Timothy Brackenbury, Ph.D.; Rodney Gabel, Ph.D.; Alexander Goberman, Ph.D.; Lynne Hewitt, Ph.D.;

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The Department of Communication Disorders offers programs leading to the degrees of Master of Science and Doctor of Philosophy. Specialization in speech-language pathology is available under the M.S. program. The M.S. program is accredited by the Council on Academic Accreditation of the American Speech-Language-Hearing Association and meets the academic requirements of the Association's Certificate of Clinical Competence as well as the requirements of licensure from the State of Ohio.

### **Prerequisites to Graduate Work**

Admission to the M.S. program usually requires 45 quarter hours or 30 semester hours of undergraduate work in communication disorders. Applicants may be permitted to substitute

certain undergraduate credits in biology, English, and psychology for communication disorders credits. Applicants with undergraduate majors in fields other than communication disorders will be considered for admission on an individual basis. The graduate coordinator will review the records of all incoming graduate students in accordance with their declared interests and, if necessary, students may be required to take undergraduate course work prior to consideration for admission.

Applicants who have a master's degree in communication disorders from an accredited institution may be admitted to advanced graduate study beyond the master's level if, in the judgment of the department, the record indicates potential for successful advanced work.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in communication disorders should follow the instructions outlined in the "Graduate Admission" section of this catalog.

#### *Degree Requirements*

##### **Master of Science**

Students may pursue the M.S. degree under one of two plans.

*Plan I:* Candidates must complete a minimum of 52 semester hours of graduate course work, which must include a basic course in statistics and at least three hours of thesis research. Prior to pursuing a thesis topic, a CDIS student must attain a 3.0 GPA in communication disorders courses, as well as demonstrate adequate clinical performance.

*Plan II:* Candidates must complete a minimum of 51 semester hours of graduate course work.

In both Plan I and Plan II, details of expected course sequences in CDIS may be obtained from the CDIS graduate coordinator and are found in the department's Master's Degree Handbook.

The final examination for students under both plans is the national examination in Speech-Language Pathology (PRAXIS). This test is administered by the NTE and can only be taken after all required academic work is completed. Therefore, this examination is usually taken during a student's last semester of study (during their externship). Students who present a thesis also undergo an oral final examination in addition to the national examination.

##### **Doctor of Philosophy**

The doctoral program requires a minimum of 60 semester hours beyond the master's degree, including dissertation credit; successful completion of a written and oral preliminary examination related to the student's program of study; and completion of the appropriate language option. Students must write a dissertation which is an appropriate culmination of their program of study and pass a final oral examination over the dissertation. Details of expected course sequences and dissertation directions may be obtained from the CDIS graduate coordinator.

## Graduate Courses

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Communication Disorders use the prefix: CDIS.

## Communication Studies

[Joseph P. Frizado](#) , Interim Director  
Graduate Coordinator - TBA  
302 West Hall  
Phone: 419-372-8349

### Degrees Offered

Master of Arts; Doctor of Philosophy

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### Graduate Faculty

|                       |  |
|-----------------------|--|
| Professors:           | Lynda Dee Dixon, Ph.D.; Alberto González, Ph.D.; F. Dennis Hale, Ph.D.; John Makay, Ph.D.  |
| Associate Professors: | Nancy Brendlinger, Ph.D.; Julie Burke, Ph.D.; Catherine Cassara, Ph.D.; James Foust, Ph.D.; Radhika Gajjala, Ph.D.; Laura Lengel, Ph.D.; Terry Rentner, Ph.D.; Melissa Spirek, Ph.D. |
| Assistant Professors: | Katherine Bradshaw, Ph.D.; Bettina Heinz, Ph.D.; John Warren, Ph.D.  |

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The School of Communication Studies offers programs leading to the degrees of Master of Arts and Doctor of Philosophy. Students receive a general background in communication with a wide range of courses taught by faculty in the School's three departments: Journalism, Interpersonal Communication, and Telecommunications.

### Prerequisites to Graduate Work

Applicants to the M.A. program must hold a bachelor's degree from an accredited institution with a satisfactory academic record. Usually, applicants should have an undergraduate major or minor in one of the related communication fields; others will be considered for admission on an individual basis. Applicants without sufficient course work background may be required to complete remedial or additional course work during the M.A. course of study.

Admission to the doctoral program requires an appropriate master's degree from an accredited institution with an excellent academic record, evidence of research proficiency, and a record which otherwise indicates potential for successful advanced work.

Admission to graduate work is, in the final analysis, a composite decision, made by the admissions committee and by all of the graduate faculty members. Admission is based upon prior academic experience and achievement, GRE scores, letters of recommendation, and the applicant's stated goals.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in communication studies should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applications are accepted year around, but applications for admission with funding requests for the following fall should be in by January 1.

### *Degree Requirements*

#### **Master of Arts**

The master's degree has two emphases: organizational communication/public relations and communication research.

Plan I: Candidates must complete a minimum of 33 semester hours of graduate credit and a thesis, with a maximum of four hours of thesis credit (COMS 699). Students who write a thesis must pass an oral final examination with a committee composed of two communication studies faculty members and a third member either from communication studies or another program.

Plan II: Candidates must complete a minimum of 33 semester hours of graduate credit and a written comprehensive examination. Plan II approval is not granted after the student has requested and received official approval of a thesis topic. Students in Plan II have the option of completing a project in consultation with the student's advisor and committee.

In the comprehensive examination for the master's degree, candidates are expected to show a knowledge of the discipline of communication, research methodologies, and two other courses. The four one and one-half hour questions are answered by the student during the first full week of October, March, or June, or as announced.

Candidates under both plans must complete 12 hours in the core: COMS 600, Introduction to Communication Studies; COMS 630, Social Scientific Research Methods (has a co/prerequisite of a graduate-level statistics course); and COMS 640, Humanistic Research Methods. Students should complete 9-12 additional credits in communication studies (three courses). Students who have assistantships also are required to take COMS 620, Communication Pedagogy: Preparing Future Faculty, in the first semester that it is offered after they are funded. No more than four hours of readings or internship count toward the 33 hours.

#### **Doctor of Philosophy**

The doctoral degree has two emphases: media studies and communication and culture. The

doctoral program requires the following: 74 hours of course work beyond the M.A., 16 hours of dissertation credit, 20 hours in five core classes, nine to 12 hours in three tool courses (see note below), 12 hours in an approved cognate area or within COMS, and 16 hours in other COMS courses to prepare students for their area of emphasis. A maximum of four hours of readings may be counted toward the degree. Internship hours do not count toward the degree. [Note: One of the core methods courses may count as one of the three tool courses. The co/prerequisite graduate-level statistics course may also count, if deemed appropriate by the advisor and student.]

The core courses are COMS 600, Introduction to Communication Studies; COMS 610, Philosophical Foundations of Communication Theory; COMS 620 Communication Pedagogy; COMS 630, Social Scientific Research Methods (has a co/prerequisite of a graduate-level statistics course); and COMS 640, Humanistic Research Methods. All full-time doctoral students are required to take COMS 703, Colloquium in Communication Studies (0 credit, graded S/U), which meets three times a semester.

The preliminary examination, administered at or near the completion of course work, consists of 18 to 22 hours of written examinations during a one-week time period. Although other topics may be included, the following categories must be addressed: (1) primary area of interest; (2) secondary area of interest/cognate; (3) theory; and (4) methods/tools. The advisor and the student work together to prepare the preliminary examination. The student's committee will consist of at least four members: an advisor from communication studies, two other communication studies faculty members, and an outside member appointed by the Graduate College.

### *Graduate Courses*

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the School of Communication Studies use the prefix: COMS.

## **Computer Science**

[Julie Barnes](#), Chair

[Ronald Lancaster](#), Graduate Coordinator

221 Hayes Hall

Phone: 419-372-2337

### **Degree Offered**

Master of Science

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### **Graduate Faculty**

Professors: Larry Dunning, Ph.D.; Laura Leventhal, Ph.D.; Subramaniam Ramakrishnan, Ph.D.

Associate Professors: Julie Barnes, Ph.D.; David Chilson, Ph.D.; Mohammad Dadfar, Ph.D.; Ronald Lancaster, Ph.D.; Walter Maner, Ph.D.; Leland Miller, Ph.D.; Hassan Rajaei, Ph.D.; Guy Zimmerman, Ph.D.

Assistant Professors:            Joseph Chao, Ph.D.

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The Department of Computer Science offers the Master of Science degree. The M.S. program provides educational opportunities in a wide range of fields of computer science.

Students who wish may select a specialization in parallel and distributed computing, software engineering, or operations research.

The parallel and distributed computing specialization is designed for students interested in the design, analysis and use of integrated, distributed information processing systems. It includes intensive studies on principles of computer networking, client-server computing, high performance computer architectures, centralized and decentralized operating systems, and creation/visualization of data objects over the network.

The software engineering specialization is designed for students who want a focused study of software engineering. The program provides intensive studies in the software lifecycle, software development methodologies, formal models of software engineering, human-computer interaction, and database management.

The operations research specialization is designed for students who want to use mathematical techniques to model and analyze decision problems. The program includes theory and applications for linear programming, integer programming, network analysis, and simulation.

### **Prerequisites to Graduate Work**

Applicants should have a background in computer science equivalent to that provided by the core undergraduate curriculum. (This does not apply to students with a concentration in operations research, as indicated below.) Prerequisites may be satisfied by courses actually taken as an undergraduate, by remedial course work taken while a graduate student, or by substantial practical experience in the computer field. Also, applicants should have a minimum mathematical background of differential calculus, integral calculus, and discrete mathematics. Additional courses in mathematics and statistics are also desirable. Deficiencies in mathematics may be made up at the beginning of graduate study.

Applicants planning to specialize in operations research should have a full-year sequence in programming using a higher-level language. Additional prerequisites are a full year of calculus, a course in linear algebra, a course in statistics, and an introduction to operations research. Deficiencies in background may be made up at the beginning of graduate study.

### **Admission Procedure**

Applicants seeking admission to the M.S. program in computer science should follow the instructions outlined in the “Graduate Admission” section of this catalog.

### **Degree Requirements**

## **Master of Science**

Candidates must complete a total of 33 hours of graduate course work, including 15 hours of regular computer science course work at the 600 level, three hours of either CS 691 or CS 699, and 15 additional hours of course work. These additional hours may include computer science course work at the 500 or 600 level. Students in Plan II, and students in Plan I with no more than three hours of credit for CS 699, may include up to three hours chosen from the following: CS 585, CS 589, or approved graduate courses in other departments.

Candidates must maintain a 3.0 grade point average overall, as well as a 3.0 grade point average in computer science courses.

All candidates are required to give an oral presentation on their thesis, project, or co-op experience.

Students may pursue the M.S. degree under one of two plans.

**Plan I:** Candidates must prepare a formal thesis while enrolled in CS 699 for at least three hours. No more than six hours of CS 699 may be included in the required total of 33 semester hours of graduate credit. The thesis must be defended at an open meeting. Enrollment in CS 699 is restricted to students who have completed at least 18 hours of course work.

**Plan II:** Candidates must complete a project while enrolled in CS 691 for at least three hours. No more than three hours of CS 691 may be included in the required total of 33 hours. Enrollment in CS 691 is restricted to students who have completed at least 18 hours of course work.

## **Requirements for Optional Specializations**

**Parallel and Distributed Computing:** The following courses are required of students specializing in parallel and distributed computing: (1) CS 508, 525, 529, 607, 629; (2) either CS 615 or CS 625; (3) a thesis (CS 699) under Plan I or a graduate project (CS 691) under Plan II. CS 542 is a recommended course for this specialization.

**Software Engineering:** The following courses are required of students specializing in software engineering: (1) CS 525, 562, 564, 664; (2) two of CS 615, 625, 665; (3) a thesis (CS 699) under Plan I or a graduate project (CS 691) under Plan II.

**Operations Research:** The following courses are required of students specializing in operations research: (1) CS 542 or OR 572; (2) CS 612, 647, 649; (3) OR 661, 662; (4) three of the following: CS 301 (Contemporary Technologies), CS 335 (Data Structures and Algorithms), 520, 525, 551, 562, 564, 625, 664; (5) one of the following: STAT 502, 508, 514, 516; (6) a graduate project (CS 691).

## **Graduate Courses**



Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Computer Science use the prefix: CS.

## **Criminal Justice**

[Steven Lab](#) , Chair  
[William King](#), Graduate Coordinator  
223 Health Center  
Phone: 419-372-0373

### **Degree Offered**

Master of Science in Criminal Justice (MSCJ)

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### **Graduate Faculty**

|                       |  |
|-----------------------|--|
| Professors:           | Steven Lab, Ph.D.  |
| Associate Professors: | Michael Buerger, Ph.D.; Christopher Dunn, Ph.D.; William King, Ph.D.   |
| Assistant Professors: | Melissa Burek, Ph.D.; Jefferson Holcomb, Ph.D.; Marian Williams, Ph.D. |

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The Master of Science in Criminal Justice (M.S.C.J.) program offers educational opportunities for professionals who seek a broader understanding of the criminal justice process and the link between research and policy. The M.S.C.J. program also serves those seeking additional credentials for promotion and career enhancement, students interested in pursuing doctoral work in criminal justice, and those in allied fields who are interested in criminal justice issues or careers.

### **Prerequisites to Graduate Work**

As a general rule, students admitted to the program will hold an undergraduate degree in criminal justice, criminology, or other closely related field. Individuals who possess an undergraduate degree in other academic fields will be considered for admission to the M.S.C.J. program if they have experience as employees in the criminal justice fields, or demonstrate other qualifications and interest pertinent to the course of study.

Specific admission criteria for all regular-status students include (1) a minimum undergraduate GPA of 3.0 (on a 4.0 scale), (2) three letters of recommendation, (3) a written statement of interest and expectations, and (4) official scores on the Graduate Record Examination (GRE). For students whose native language is not English, an additional requirement is official Test of English as a Foreign Language (TOEFL) scores.

GPA: An applicant whose undergraduate GPA is below 3.0 may be considered for “conditional

admission” status on the strength of other criteria. Students admitted conditionally must achieve an overall graduate GPA of 3.0 for their first 12 credit hours of graduate study. Failure to do so will result in dismissal from the program.

**Letters of Recommendation:** Letters of recommendation should be addressed to the Coordinator of the Graduate Program. Letters should be from individuals who have knowledge of the applicant’s qualifications and ability to successfully complete graduate study. Typically, letters are written by the applicant’s undergraduate professors, or by supervisors or colleagues who hold graduate degrees themselves.

**Written Statement:** The written statement is a short piece of writing (from one to three pages) that states the applicant’s reasons for wanting to study Criminal Justice at Bowling Green State University, future goals, and any relevant professional preparation, where applicable.

**GRE Scores:** GRE scores should be submitted as early in the process as possible. Though the admission decision does not hinge on the GRE scores alone, they are a factor in awarding assistantships. By rule, funding for new students is contingent upon the students submitting valid GRE scores.

## **Degree Requirements**

### **Master of Science**

Candidates must complete a total of 33 hours of graduate course work, and may elect to complete the degree by writing either a comprehensive examination or a master’s thesis.

**Plan I:** The comprehensive exam option is designed to allow full-time students to complete their degree within a 12-month school year, if attending full time, or within two years if attending part time. Students must pass both the general comprehensive exam and a second exam in their area of concentration.

**Plan II:** The thesis option is a major project of original research, conducted under the supervision of the student’s major advisor. Students electing this option must register for no fewer than three, nor more than six, credit hours of thesis research as part of their degree program.

The program can also accommodate students whose professional careers require more individualized timetables within university rules. Regardless of the calendar of study, all degrees must be completed either by writing the comprehensive exams or writing a thesis project.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Criminal Justice program use the prefix: CRJU.

# Economics

[John Hoag](#), Chair  
[Peter VanderHart](#), Graduate Coordinator  
3002 Business Administration Building  
Phone: 419-372-2646

**Degree Offered**  
Master of Arts

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## Graduate Faculty

Professors: Mary Ellen Benedict, Ph.D.; M. Neil Browne, Ph.D.; Timothy Fuerst, Ph.D.; John Hoag, Ph.D.; Mark Kasoff, Ph.D.; Kyoo Kim, Ph.D.; Peter VanderHart, Ph.D.

Associate Professors: Kevin Quinn, Ph.D.

Assistant Professors: Michael Carroll, Ph.D.; Katherine Chalmers, Ph.D.

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The goal of the Master of Arts in Economics program is to prepare students for careers in business or government, or for further graduate study in economics. The program is designed to train students to function as professional economists and economic analysts in the corporate, government, and academic sectors.

## Prerequisites to Graduate Work

Prerequisites include a minimum of 18 semester hours of undergraduate study in economics courses, including courses in introductory economics, intermediate theory, and statistics; or in courses in cognate fields wherever such courses are determined to be appropriate. Applicants should have at least one semester of calculus before beginning graduate studies in economics. Applicants who do not have the prerequisite background may be admitted. Such students may be required to make up deficiencies as a condition of admission and are encouraged to enroll at the University during the summer preceding their first fall semester to repair deficiencies.

## Admission Procedure

Applicants seeking admission to the M.A. in economics program should follow the instructions outlined in the "Graduate Admission" section of this catalog.

## *Degree Requirements*

### Master of Arts

Candidates are required to earn a minimum of 30 semester hours of graduate credit, of which at

least 18 hours must be at the 600 level.

Depending on the student's needs, the student may pursue the M.A. degree under one of two plans.

Plan I: Candidates must complete a thesis and a written and/or oral examination over the thesis; and must pass the theory portion of the comprehensive examination.

Plan II: Candidates must pass both portions (theory and policy evaluation) of the comprehensive examination.

The following course work is required for both Plan I and Plan II: ECON 502, 573, 607, 610, 611, 619, and 671. A minimum of nine credits of elective courses must be taken in economics or in fields such as public administration, business administration, mathematics, statistics, or in such allied social sciences as geography, history, political science, psychology, or sociology. At least three of the elective credits must be earned at the 600 level.

Courses in fields such as statistics, business administration, finance, management, public administration, geography, and others may be incorporated into the interdisciplinary program.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Economics use the prefix: ECON.

## **Educational Administration & Supervision/Leadership Studies**

Judy Alston, Chair/Graduate Coordinator  
511 Education Building  
Phone: 419-372-7377

### **Degree Offered**

Master of Education; Specialist in Education; Doctor of Education

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### **Graduate Faculty**

Associate Professors: Judy Alston, Ph.D.

Assistant Professors: Jeffrey Bowman, Ph.D.; Kathleen Jorissen, Ph.D.; Judith Jackson May, Ph.D.; Patrick Pauken, J.D., Ph.D.; Judith Zimmerman, Ph.D.

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The programs in Educational Administration and Supervision and Leadership Studies offer three graduate-level programs for people who are interested in careers in the field of educational administration and leadership. The Master of Education degree is intended for those who wish to qualify as administrators or supervisors in schools or educational service agencies. After completing this graduate program, most students are eligible to apply course work toward licensure by the Ohio State Department of Education in the following areas:

1. Superintendent;
2. Administrative Specialist;
3. Principalship
  - a. PreK - Grade 9
  - b. Grade 4 - 12

The Specialist in Education program, if carefully planned, will enable students to meet requirements for the positions of superintendent of schools or other administrative specialist positions for which an Ohio licensure is needed.

The Doctor of Education degree in Leadership Studies is a cohort-based interdisciplinary program designed to prepare individuals for leadership positions in educational settings, human resources institutions, or other professional organizations, or for teaching/research positions in colleges and universities.

### **Prerequisites to Graduate Work**

Teaching or administrative experience in a school setting prior to pursuing a graduate program in EDAS is not required but strongly recommended. If an applicant is deficient in general and/or professional preparation, additional course work may be required as a condition of admission. Also, if a student is interested in being recommended for an Ohio administrative license, prior certification/licensure and teaching experience are required. As the leadership studies doctoral program is interdisciplinary, prior teaching or administrative experience in a K-12 setting is not required.

### **Admission Procedure**

Applicants seeking admission to the EDAS graduate programs should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applicants must also fulfill the following departmental requirements for admission.

Applicants to the M.Ed. and Ed.S. programs must submit three written recommendations from professional persons, including an employer.

Applicants to the Ed.S. program must also submit a letter of application that includes personal information, educational data, and a description of teaching and/or employment experience. There are other additional departmental requirements.

Applicants to the Ed.D. program must submit a professional résumé and four current letters of recommendation. At least one letter should be from a person who is familiar with the applicant's

academic work and one letter should be from a person knowledgeable about the applicant's professional competence and potential in terms of leadership and management in administration.

Ed.D. applicants must also submit a written statement approximately two pages in length describing the applicant's present goals, interests, and reasons for seeking admission. The application deadline for the Ed.D. fall cohort is April 1.

A completed application for a graduate assistantship should also be included if such an appointment is desired.

## **Degree Requirements**

### **Master of Education**

Students may pursue the M.Ed. degree under one of two plans:

Plan I: Candidates must write a thesis and complete a minimum of 30 semester hours of graduate course work. The thesis experience provides students with an opportunity to conduct research and to test theory against present practice in administration.

Plan II: Candidates must complete 33 semester hours of graduate course work, including work in statistics and methodology, and a final written comprehensive examination.

Each student's program is planned individually in consultation with an adviser to meet degree and certification requirements.

### **Specialist in Education**

A minimum of 30 semester hours of post-master's graduate work is required. The program of study is spread over courses in: educational administration; professional education outside the area of educational administration; and research methods and educational statistics. An internship or field experience is required.

### **Doctor of Education**

The Ed.D. degree is a 60-hour, post-master's program. A minimum of 45 hours of course work (excluding dissertation research) that includes completion of 20 hours of specified EDLS core courses and six hours of research methodology is required. Specific departmental requirements for the Ed.D. are described in a brochure that can be obtained from the EALS office.

General requirements for each degree are outlined in the "Degree Programs" section of this catalog.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the department use the prefix: EDAS and EDLS.

# Educational Foundations and Inquiry

[Rachel Vannatta](#), Chair/Graduate Coordinator  
550 Education Building  
Phone: 419-372-7322

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## Graduate Faculty

Professors: Kathleen Farber, Ph.D.; Daniel Fasko, Ph.D.

Associate Professors: Margaret Booth, Ph.D.; Patricia Kubow, Ph.D.; Craig Mertler, Ph.D.; Mary Rizza, Ph.D.; Rachel Vannatta, Ph.D.

Assistant Professors: Haithe Anderson, Ph.D.; Mark Earley, Ph.D.; Sherri Horner, Ph.D.; Awad Ibrahim, Ph.D.; Julia Matuga, Ph.D.; Monika Schöffner, Ph.D.; Alexander Sidorkin, Ph.D.

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Graduate offerings in educational foundations and inquiry are open to graduate students in other disciplines and may count toward degree programs in many areas.

## Graduate Courses

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Educational Foundations and Inquiry program use the prefix: EDFI

# Educational Teaching and Learning

[Leigh Chiarelott](#), Chair  
[David Hyslop](#), Graduate Coordinator - Business Education  
[Gregg Brownell](#), Graduate Coordinator - Classroom Technology  
[Leigh Chiarelott](#), Graduate Coordinator - Curriculum and Teaching  
[Cindy Hendricks](#), Graduate Coordinator - Reading  
529 Education Building  
Phone: 419-372-7320

## Degrees Offered

Master of Education; Specialist in Education (Reading)

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## Graduate Faculty

Professors: William Armaline, Ph.D.; Robert Berns, Ph.D.; Gregg Brownell, Ed.D.; Leigh Chiarelott, Ph.D.; Cindy Hendricks, Ph.D.

Associate Professors: Daniel Brahier, Ph.D.; Michael P. French, Ph.D.; D. Rosalind Hammond, Ed.D.; Jodi Haney, Ph.D.; Julia McArthur, Ph.D.

Assistant Professors: Lena Ballone, Ph.D.; Savilla Banister, Ph.D.; Cynthia Bertelsen, Ph.D.; Alden Craddock, Ph.D.; John Fischer, Ph.D.; Nancy Fordham, Ph.D.; Sharon Keller, Ph.D.; Timothy Murnen, Ph.D.; Nancy Patterson, Ph.D.; Sharon Subreeduth, Ph.D.

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The Division of Teaching and Learning (EDTL) offers programs leading to the degrees of Master of Education and Specialist in Education. The Master of Education is available in the fields of [business education](#), [classroom technology](#), [curriculum and teaching](#), and [reading](#). The Specialist in Education is available in reading. A reading endorsement program is available for those students who do not wish to pursue a degree program.

The Master of Education in [Business Education](#) program is designed to qualify students for teaching positions at either the secondary or postsecondary level or for related positions in business and industry.

The Master of Education in [Classroom Technology](#) is intended to educate leaders in the area of classroom technology. These individuals will be capable of working within their regional, state, and local communities of practice to support and develop the integration of technology into the classroom and the community. Students have both a thesis and non-thesis option to complete the degree. Upon completion of the program, students can apply to receive the Ohio endorsement in computers/technology.

The Master of Education in [Curriculum and Teaching](#) combines the former master's degrees in Elementary and Secondary Education. The master's degree in Curriculum and Teaching is designed to provide individuals possessing a bachelor's degree and licensure (certification) as teachers with the opportunity to enhance their understanding of curriculum theory, design and development, and their skill as effective classroom teachers. Individuals who do not possess a teaching license (certificate) may also pursue this degree, but it will not enable them to become licensed (certified) as classroom teachers in public schools. Individuals seeking licensure (certification) as secondary teachers should consult with the graduate coordinator or with the Director of Teacher Licensure in Room 365 Education Building for a transcript analysis and a checksheet indicating professional education courses needed for licensure (certification).

The Master of Education in [Reading](#) is a one-year graduate program that meets Ohio's reading licensure requirements. The specific goal of the program is to prepare early childhood, middle childhood, and adolescent/young adult teachers to teach reading in early childhood, middle childhood, or adolescent/young adult reading programs. Students may choose from Plan I (thesis) or Plan II (action research project). The M.Ed. leads to a reading endorsement that may be attached to the age-level of the license held by the candidate.

Applicants to the M.Ed. and Ed.S. reading programs should have a teaching certificate/license



and teaching experience at the early childhood, middle childhood, or adolescent/young adult level.

The Specialist in Education in Reading program is designed for students who have a master's degree in reading and wish to extend and enrich their reading education. The specific goal of the program is to prepare teachers to play such leadership roles as reading coordinator, reading clinician, and developmental reading teacher at the college, junior college, or technical college level.

The M.Ed. in reading and the Ed.S. programs are structured in accordance with the licensing requirements established by the State Department of Education and the International Reading Association.

### **Prerequisites for Graduate Work**

Prerequisites for the M.Ed. programs include a bachelor's degree from an accredited institution. For the persons seeking secondary licensure in the curriculum and teaching program or grades 4-12 teacher licensure in business education or marketing education, applicants' transcripts are studied to identify deficiencies in preparation in professional education and in those areas for which licensure is desired. If there are deficiencies in the undergraduate preparation, the graduate coordinator prescribes additional course work to cover the area or areas. Completion of the master's degree is a prerequisite to admission into the specialist degree program.

Applicants to the M.Ed. and Ed.S. reading programs should have teacher certification/licensure and teaching experience at the early childhood, middle school, or secondary school level.

### **Admission Procedure**

Applicants seeking admission to the graduate programs offered by EDTL should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### **Degree Requirements**

#### **Master of Education in Business Education**

Plan I: Candidates must complete a total of 33 semester hours of graduate credit which includes the program core, one of the five program options, and thesis credit. Students must complete 15 hours in the program core (BUSE 601, BUSE 602, BUSE 603, BUSE 628, EDFI 641) and 15 hours in one of the five program options listed below. The remaining three hours must be completed by enrolling in BUSE 699, Thesis Research. Candidates under Plan I must complete a thesis under the direction of a graduate faculty advisor.

Plan II: Candidates must complete a total of 33 semester hours of graduate credit. A final written comprehensive examination is required. Students must complete the program core (BUSE 601, BUSE 602, BUSE 603, BUSE 628, EDFI 641) and choose one of the program options listed below.

Students in both plans must complete one of the following program options:

1. Business Education or Marketing Education Licensure: follow approved teacher licensure checksheet;
2. Master Teacher in Business Education (12 hours): BUSE 551, 563, 565, six hours in selected content area, and six hours of related graduate courses with graduate coordinator approval;
3. Master Teacher in Marketing Education (12 hours): BUSE 551, 563, 565, six hours in selected content area, and six hours of related graduate courses with graduate coordinator approval;
4. Postsecondary Education (12 hours): BUSE 551, 563, 565, 6 hours in selected content area and six hours of related graduate courses with graduate coordinator approval; and
5. Training and Development (12 hours): BUSE 697, C&TE 659, TECH 662 or TECH 663, TECH 633 or ENG 640, and six hours of related graduate courses with graduate coordinator approval.

### **Master of Education in Classroom Technology**

Candidates must complete a minimum of 33 semester hours of graduate credit. The following courses are required: EDTL 611, EDTL 631, EDTL 632, EDTL 633, EDTL 638, EDFI 641, and EDFI 642. Candidates must also complete a minimum of 12 credits of suggested courses, including EDTL 630, EDTL 634, EDTL 635, EDTL 636. Substitutions for suggested courses may be drawn from units including, but not limited to, computer science, the College of Musical Arts, the College of Technology, and the College of Education and Human Development. Substitutions must be approved in writing by the program coordinator.

### **Master of Education in Curriculum and Teaching**

Candidates must complete a minimum of 33 semester hours of graduate work approved by the graduate coordinator.

1. Professional core (choose two): EDTL 611, 616, 648, 649, 710;
2. assessment and research (choose two): EDFI 641 and 642 or EDTL 653;
3. development and learning (choose one): EDFI 627, 671, 673, 677;
4. foundations (choose one): EDFI 600, 601, 602;
5. advanced methods (choose one): EDTL 610, 640, 641, 642, 643, 645, 646, 647;
6. electives (selected with the approval of advisor): may be taken from any supporting department in the college as well as other content areas as approved;
7. culminating activity (choose one): (a) complete a significant research paper (EDTL 684), (b) complete a classroom-based master's project (EDTL 684), (c) complete a master's thesis (EDTL 699).

Under both programs, students pursue the M.Ed. degree under one of two plans.

Plan I: Candidates must prepare a thesis and complete an oral examination conducted by members of the thesis committee.

Plan II: Candidates must complete a written comprehensive research paper or classroom-based project before the completion of the course work for the degree.

### **Master of Education in Reading**

Candidates must complete a minimum of 33 semester hours of graduate credit. Course work depends on the license currently held by the candidate. The following course work is required:

(1) Required Core Courses - The required core reading courses that meet Ohio licensure requirements for early childhood reading endorsement are EDTL 520, 621, 626, 661, and 664. The required core reading courses which meet Ohio licensure requirements for middle childhood reading endorsement are EDTL 520, 621, 626, 662, and 665. The required core reading courses which meet Ohio licensure requirements for adolescent/young adult reading endorsement are EDTL 620, 621, 626, 663, and 666.

(2) Required Research Courses - The required research courses for Plan I (thesis) are EDFI 641 and EDTL 699. The required research courses for Plan II (action research project) are EDFI 641, EDTL 684, and either EDFI 642 or EDTL 653.

(3) Cognate Field - Six semester hours in a cognate field are required. The cognate is to be determined in consultation with the graduate advisor. General requirements and degree plans can be found under the heading Master of Education in the “Degree Programs” section of this catalog.

### **Specialist in Education (Reading)**

A minimum of 33 semester hours of post-master's graduate work is required. Course work should consist of:

(1) a minimum of 15 semester hours in reading/language arts beyond the master's level;

(2) at least 12 hours in a cognate area (selected in consultation with the graduate advisor);

(3) three hours of EDTL 684 which is to be used in the development of a scholarly research paper; and

(4) a practicum or field-service experience for three to six semester hours. Prerequisites include: EDTL 621, 626, either EDTL 520 or 620; either 661, 662, or 663; and either EDTL 664, 665, or 666. Research prerequisites include: EDFI 641 and either EDFI 642, EDTL 653, or EDTL 699.

### **Reading Endorsement Program**

Five graduate courses in reading (EDTL 520 or 620, 621, 626, either 661, 662, or 663, and either 664, 665, or 666) plus a teaching license and a passing score on the Praxis II Introduction to Reading Specialty test are required for the Reading Teacher endorsement which is attached to the age level of the teaching license. The courses must be taken in sequence, although EDTL 520

and 621 may be taken concurrently. Usually, this program is for licensure purposes only. However, the courses may be applied to an M.Ed. degree in reading if the student has obtained regular admission to the Graduate College before completion of the third reading course.

## Graduate Courses

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the EDTL program use the prefix: BUSE and EDTL.

## English

[Simon Morgan-Russell](#), Chair

[Kristine Blair](#), Graduate Coordinator

[Lawrence Coates](#), Director - Creative Writing

[Michael Staub](#), Director - Literature

[Richard Gebhardt](#), Director - Rhetoric

[Jude Edminster](#) and [Andrew Mara](#), Co-Directors - Technical Communication

212 East Hall

Phone: 419-372-6864

## Degree Offered

Master of Arts; Master of Fine Arts; Doctor of Philosophy

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## Graduate Faculty

|                       |  |
|-----------------------|--|
| Professors:           | Ellen Berry, Ph.D.; William Coggin, Ph.D.; Bruce L. Edwards, Ph.D.; Richard Gebhardt, Ph.D.; Vivian Patraha, Ph.D.; Michael Staub, Ph.D.; Philip Terrie, Ph.D.; Thomas Wymer, Ph.D.  |
| Associate Professors: | Khani Begum, Ph.D.; Kristine Blair, Ph.D.; Sue Carter, Ph.D.; Gary Heba, Ph.D.; Piya Pal Lapinski, Ph.D.; Wendell Mayo, Ph.D.; Simon Morgan-Russell, Ph.D.; Sharona Muir, Ph.D.;   |
| Assistant Professors: | William Albertini, Ph.D.; Deborah Alvarez, Ph.D.; Maria Susana Castellanos, Ph.D.; Lawrence Coates, Ph.D.; Jude Edminster, Ph.D.; Erin Labbie, Ph.D.; Andrew Mara, Ph.D.; Shirley Ostler, Ph.D.; Larissa Szporluk, M.F.A.; Sheri Wells-Jensen, Ph.D. |

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The Department of English offers programs leading to the degrees of Master of Arts, Master of Fine Arts, and Doctor of Philosophy. Specializations available in the Master of Arts program include literary and textual studies, and scientific and technical communication. The Master of Fine Arts in creative writing program offers the specializations of poetry and fiction. For more information, see "[Master of Fine Arts](#)" in the Degree Programs section of this catalog.

The Master of Arts-Plan I program is a thesis option designed primarily for students expecting to

pursue a Ph.D. degree. The Master of Arts-Plan II program is a flexible, non-thesis option in which individuals may design their own professional or personal enrichment programs. The M.A.-technical communication program is designed for students with interests in written communication, particularly for science, technology, business, and industry.

The central objective of the doctoral program in English is to recruit and equip women and men with a broad range of skills whose interests in English studies move them to seek careers as teacher-scholars at a variety of institutions in higher education. To that end, the doctoral program in English seeks to recruit students, including those with literature backgrounds and interests, for our nationally-known rhetoric and composition program. This program emphasizes rhetoric and composition as its core curriculum and provides students with a thoroughgoing foundation in rhetorical theory and history, composition pedagogy, research methods, electronic-mediated communication, and scholarly publishing. It also allows students to augment these core requirements with additional courses in composition studies or with course work in other areas. For instance, students are encouraged to develop a four-course concentration in another area within the department (e.g., literature, critical theory, scientific and technical communication, creative writing, or TESL) or in another of the University's interdisciplinary programs.

### **Prerequisites to Graduate Work**

Admission to the M.F.A.-creative writing program is based primarily on the evaluation of sample manuscripts submitted to the creative writing program at the time of application. Prerequisites for the M.A.-technical writing program include excellent undergraduate preparation in writing and an undergraduate foundation for graduate work in a cognate area.

Usually, students begin the Ph.D. program after completing a master's degree; well-prepared and motivated applicants with only baccalaureate degrees may apply for admission into a "continuing" Ph.D. program which leads directly to the Ph.D. without the intermediate step of the M.A. Such candidates do not prepare theses but qualify instead by a portfolio assessment mid-way through the second year of the program.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in English should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applicants to all programs must submit a 10-15 page research writing sample. Applicants also seeking funding must complete a separate assistantship application form available from the Graduate Secretary of the Department of English. Funding is increasingly competitive and applicants should apply as early as possible to insure their consideration. No funding applications will be considered after the annual February 1 deadline for fall admission.

The GRE Literature in English Subject Test is not required. Applicants to the M.F.A. program who wish to specialize in fiction must submit a portfolio of 50 pages. Those planning to specialize in poetry must submit a portfolio of 30 pages. Portfolios should be sent to: Director, M.F.A. Program, Department of English, BGSU, Bowling Green, Ohio 43403, before February 1 prior to the fall semester students wish to enter the program.

## **Degree Requirements**

### **Master of Arts**

Plan I: Candidates must complete a minimum of 33 semester hours of graduate credit including at least 24 hours in English course work (excluding ENG 602). Requirements include:

- (1) ENG 601 and ENG 607 or equivalent;
- (2) Four or more 600- or 700-level English courses. Includes (but not limited to) the following courses: ENG 570/580, Topics in British/American Literature; ENG 680, Seminar in British Cultural Studies; ENG 675/680, Seminar in American Cultural Studies; ENG 706/707, Advanced Theory Seminar/Topics;
- (3) Up to four courses outside the Program (12 hours): Includes (but not limited to) courses in Philosophy, Romance Languages, GRAL, Ethnic Studies, American Culture Studies, Communications, History, etc.
- (4) an approved thesis (three to six hours of ENG 699) and an oral examination given by the candidate's thesis committee based on the thesis; and
- (5) ENG 602, for graduate assistants.

Plan II: Candidates must complete a minimum of 33 semester hours of graduate credit including 21 hours of English course work (excluding ENG 602). Requirements include:

- (1) ENG 607 and ENG 615 or equivalent; and, for anyone preparing to teach, ENG 620;
- (2) a professional concentration of four courses, with no more than two in English;
- (3) completion of one of two examination procedures:
  - (a) a comprehensive examination in either literature or rhetoric and writing based upon a departmentally-approved core reading list; or
  - (b) a portfolio of work that includes an extensive annotated bibliography in the field of concentration and representative seminar papers; and
- (4) ENG 602, for graduate assistants.

### **Scientific and Technical Communication**

Candidates must complete 36 hours of graduate credit. Requirements include:

- (1) 12 hours in a cognate area;

(2) ENG 640; ENG 641; ENG 642; ENG 689; ENG 696; TECH 633; and a computer science course approved by the technical writing director;

(3) an internship (ENG 689) in an appropriate business;

(4) collection of the student's written work in a portfolio;

(5) an oral examination to be taken during the student's last semester of course work. The examination committee must include the director of technical writing, the graduate coordinator, and at least one faculty member from the student's cognate area; and

(6) ENG 602, for graduate assistants.

The English graduate coordinator and director of technical writing may require a student to take extra courses to prepare for a career in business, science, or technology.

### **Master of Fine Arts**

The two-year M.F.A. program consists of a minimum of 40 semester hours of graduate credit. Requirements include:

(1) 16 hours of ENG 632, Graduate Writers' Workshop, in the area of specialization;

(2) three hours of techniques in the area of specialization;

(3) six hours of thesis credit;

(4) three hours of desktop publishing;

(5) three hours of advanced fiction or poetry workshop; and (5) nine hours in either recommended courses or electives.

Total hour requirements may be reduced for outstanding students who are able to apply credit from previous graduate work. However, transfer of hours must be approved prior to enrollment. In all cases, students must take at least 30 hours in residence with a minimum of one workshop per semester in the area of specialization. All students must complete 30 semester hours of graduate work after being accepted into the M.F.A. program in addition to any work done in other programs at the University. For more information, see "Master of Fine Arts" in the Degree Programs section of this catalog.

### **Doctor of Philosophy**

Students must complete a total of 90 semester hours of graduate credit, of which a maximum of 30 hours may be transferred from a master's degree in English. General requirements for the Ph.D. include:

(1) a minimum of 33 hours of graduate course work beyond the M.A., of which at least 24 hours must be in 600- and 700-level courses;

(2) satisfactory completion of preliminary examinations, including the oral examination;

(3) an approved dissertation graduate lecture, dissertation text, and dissertation defense. A minimum of 16 hours of ENG 799, Dissertation Research, must be accumulated in the candidate's degree program. A maximum of 21 hours of ENG 799 may count toward the 90 hours required for graduation; and

(4) demonstrated advanced competence in a foreign language, computer language, or American Sign Language.

Candidacy for the Ph.D. begins after successful completion of the preliminary examinations and approval of the student's dissertation plan following the required graduate lecture. Candidacy is completed when the dissertation is approved by the student's dissertation committee, the department, and the Graduate College. Details regarding the preliminary examinations and the dissertation process are available from the department.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of English use the prefix: ENG.

## **Environmental Health**

[Gary Silverman](#), Director  
223 Health Center  
Phone: 419-372-7774

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### **Graduate Faculty**

Professors: Gary Silverman, D.Env.

Associate Professors: Charles Keil, Ph.D.

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Graduate offerings in environmental health are open to all graduate students with appropriate academic backgrounds. Course work in environmental health may be useful to students interested in integrating their area of graduate specialization with study of environmental protection and management. Students should check with the graduate coordinators of their degree programs to determine whether environmental health courses may count toward their degree requirements. Graduate courses in environmental health are offered on demand, so interested students should inquire at the program office.

### **Graduate Courses**



Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Environmental Health program use the prefix: ENVH.

## Ethnic Studies

[Michael T. Martin](#), Chair  
[Theresa Mah](#), Graduate Coordinator  
228 Shatzel Hall  
Phone: 419-372-2796

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### Graduate Faculty

Professors: Michael T. Martin, Ph.D.  
Associate Professors: Apollos Nwauwa, Ph.D. (History); Linda Pertusati, Ph.D.  
Assistant Professors: Eithne Luibhéid, Ph.D.; Theresa Mah, Ph.D.

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The Department of Ethnic Studies offers a program of study that examines race and ethnicity both in national and global contexts and in relation to gender, class, and sexuality. Courses consider U.S. racial and ethnic minority populations in relation to one another, the dominant order, diasporic populations, and the formation of the U.S. as a global power in an era of globalization. Focusing on processes such as immigration, colonization, transnational migration, and slavery, courses are comparative, interdisciplinary, and emphasize critical thinking.

A Graduate Certificate in Ethnic Studies is offered by the Department of Ethnic Studies in the College of Arts and Sciences. Within an interdisciplinary/multidisciplinary framework, the certificate curriculum contributes to societal needs as it addresses issues of racial and ethnic diversity in the workplace, community, nation, and world during a period of profound demographic change. It is designed to provide professional study in an area of increasing importance to practitioners in social, health, and immigration service agencies; law; and K-12 and community college education, among other occupations. The certificate also offers a graduate credential to students pursuing advanced degrees and seeking to broaden their teaching and research competencies in order to enhance their career options and employment prospects.

Students may enroll either in the certificate program or they may complete the certificate in conjunction with a graduate degree at the University. Satisfactory completion of the requirements for the certificate will be noted on the student's transcript as "Graduate Certificate in Ethnic Studies."

### Prerequisites to Graduate Work

Individuals currently enrolled in graduate degree programs or having non-degree status at the University are eligible to apply to the certificate program.

## Admission Procedure

Applicants seeking admission to the certificate program should follow the instructions outlined in the “Graduate Admission” section of this Catalog.

In addition to the application required by the Graduate College, applicants to the certificate program must submit: 1) three letters of recommendation, and 2) a personal statement of career goals and reasons for applying to the program.

## Certificate Requirements

Students must complete 16 credit hours of approved core and elective courses to obtain the certificate. The core curriculum is comprised of ten credit hours or four courses to ensure foundational knowledge and breadth: ETHN 620, Theories of Race Relations, Ethnicity, and Multiculturalism; ETHN 520, Comparative Perspectives on Race and Ethnicity; ETHN 650, Sexuality, Race, and Nation; and ETHN 686/687, Independent Study in Ethnic Studies. The remaining six credit hours or two courses consist of departmental electives (ETHN 605, 625, 640, 660, 673, 680, 682). With the approval of the Ethnic Studies graduate advisor, three elective credit hours may be substituted with a cognate course offered by another program or department at the University. No internship is required for the certificate.

## Graduate Courses

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Ethnic Studies use the prefix: ETHN.

## Family & Consumer Sciences

[Rosalind Hammond](#), Interim Director

206 Johnston Hall

Phone: 419-372-2026

[Rebecca Pobocik](#), Graduate Coordinator

309 Johnston Hall

Phone: 419-372-7849

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## Graduate Faculty

Professors: Thomas Chibucos, Ph.D.; Sally Kilmer, Ph.D.; Molly Laflin, Ph.D.

Associate Professors: Diane Frey, Ph.D.; Dawn Hentges, Ph.D.; Jean Hines, Ph.D.; Stephen Horowitz, Ph.D.; M. Sue Houston, Ph.D.; Younghee Kim, Ph.D.; Rebecca Pobocik, Ph.D.; Joy Potthoff, Ed.D.; Nancy Stockall, Ph.D.; Julian Williford, Jr., Ph.D.

Assistant Professors: Ruben Viramontez Anguiano, Ph.D.; Karen Callen, Ph.D.; Priscilla Coleman, Ph.D.; Jean Gerard, Ph.D.; Jacqueline Guzell, Ph.D.; Laura Landry-Meyer, Ph.D.; Hyun-Hwa Lee, Ph.D.; Randy Leite, Ph.D.; Susan Peet, Ph.D.; Lubomir Popov, Ph.D.; Ann Stacks, Ph.D.

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The School of Family and Consumer Sciences offers the Master of Family and Consumer Sciences (M.F.C.S.) degree with a specialization in either human development and family studies (HDFS) or food and nutrition (F&N). The program requires a minimum GPA of 3.0 and completion of the GRE verbal and quantitative tests.

The HDFS graduate program includes course work and study in child and human development, child and family policy, family studies, and the development of collaborative partnerships to serve the needs of children and families. HDFS students also build a specific focus of study based on professional interest (e.g., child development, sexuality, family studies, early childhood education).

The Food and Nutrition (F&N) graduate program provides course work and study in basic nutritional sciences, current topics in food and nutrition sciences, and applied areas such as community/public health nutrition, and clinical/medical nutrition therapy. Supporting course work in a related field such as biology, chemistry, counseling, exercise science, education, and/or epidemiology is designed to meet the student's career interests. Eligible students may choose to complete the master's program in conjunction with a post-baccalaureate dietetic internship program (<http://www.bgsu.edu/colleges/edhd/FCS/di/index.html>). The dietetic internship program is granted Initial Accreditation by the Commission on Accreditation for Dietetics Education of the American Dietetic Association, 120 S. Riverside Plaza, Suite 2000, Chicago, IL 60606, 312.899.4876.

### **Prerequisites to Graduate Work**

A bachelor's degree related to one of the two major fields of specialization or in a related professional area, such as social sciences, dietetics, or biological sciences, is the preferred foundation for graduate work. Additional course work may be required as a condition of admission should there exist deficiencies in undergraduate course work.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in Family and Consumer Sciences should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### **Degree Requirements**

#### **Master of Family and Consumer Sciences**

The M.F.C.S. degree requires a minimum of 37 semester hours, including three hours each of statistics and research methodology, and six hours of thesis.

Plan I: Candidates under Plan I must complete a formal thesis and pass an oral examination on the thesis. Topics are selected early in the program with advisement from a thesis committee of three graduate faculty members.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the School of Family and Consumer Sciences use the prefixes: FCS, F&N, and HDFS.

## **Geography**

[Stephen Chang](#), Chair  
[Bruce W. Smith](#), Graduate Coordinator  
305 Hanna Hall  
Phone: 419-372-2925

Graduate offerings in geography are open to graduate students in other disciplines and may count toward degree programs in many areas.

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## **Graduate Faculty**

|                       |   |
|-----------------------|---|
| Professor:            | Bruce W. Smith, Ph.D.   |
| Associate Professors: | Stephen Chang, Ph.D.; Holly Myers-Jones, Ph.D.; Arthur Samel, Ph.D.; Yu Zhou, Ph.D. |
| Assistant Professors: | Karen Johnson-Webb, Ph.D.; Kefa Otiso, Ph.D.  |

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Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Geography use the prefix: GEOG.

# Geology

Charles Onasch, Chair  
Sheila Roberts, Graduate Coordinator  
190 Overman Hall  
Phone: 419-372-2886

## Degrees Offered

Master of Arts in Teaching; Master of Science

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## Graduate Faculty

|                       |   |
|-----------------------|---|
| Professors:           | James Evans, Ph.D.; Charles Onasch, Ph.D.; Don Steinker, Ph.D.; Robert Vincent, Ph.D.                                   |
| Associate Professors: | John Farver, Ph.D.; Joseph Frizado, Ph.D.; Sheila Roberts, Ph.D.  |
| Assistant Professors: | Joe Elkins, Ph.D.; Enrique Gomez del Campo, Ph.D.; Kurt Panter, Ph.D.; Jeffrey Snyder, Ph.D.; Margaret Yacobucci, Ph.D. |

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The Department of Geology offers programs leading to the degrees of Master of Arts in Teaching and Master of Science. The graduate programs in geology are oriented towards the application of modern techniques and methods of analysis to solving geologic problems, especially in the area of environmental geology and natural resources. In the program, research is an integral part of geological education. Due to the interdisciplinary nature of geology, students with diverse backgrounds will find many career opportunities.

Areas of emphasis include economic geology, environmental geology, petrology, geomorphology, geochemistry, geographic information systems, hydrogeology, paleontology, sedimentology/stratigraphy, structural geology/tectonics, geophysics, geological and environmental remote sensing, and materials science.

## Prerequisites to Graduate Work

An undergraduate major in the geological sciences usually is adequate preparation for regular admission to the graduate degree program, providing the work submitted is of appropriate quality as determined by the department. Additionally, a basic background in mathematics, biology, chemistry, and physics or some combination thereof is recommended.

Applicants with undergraduate majors in fields other than the geological sciences will be considered for admission on an individual basis. Students may be required to take undergraduate course work as a condition of admission. Prior to the start of the first semester in residence, a placement examination may be given to aid in advising.

## Admission Procedure

Applicants seeking admission to the graduate programs in geology should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### *Degree Requirements*

#### **Master of Arts in Teaching**

Degree requirements are listed under the heading of Master of Arts in Teaching in the "Degree Programs" section of this catalog.

#### **Master of Science**

The M.S. in geology is offered under Plan I only. Candidates are required to complete:

- (1) an approved degree program of courses;
- (2) an acceptable thesis proposal including its successful oral defense before the thesis committee, no later than the end of the second semester of full-time residence; and
- (3) an acceptable thesis, including its successful oral defense before the thesis committee.

Completion of a geology field course is required as part of the degree program. Work experience may be substituted for this requirement at the discretion of the Department.

#### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Geology use the prefix: GEOL.

## **German, Russian, & East Asian Languages**

[Timothy Pogacar](#), Chair

[Christina Guenther](#), Graduate Coordinator

103 Shatzel Hall

Phone: 419-372-2268

#### **Degrees Offered**

Master of Arts; Master of Arts in Teaching

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#### **Graduate Faculty**

Professors: Heinz Bulmahn, Ph.D.; Geoffrey Howes, Ph.D.

Associate Professors: Kristie Foell, Ph.D.; Christina Guenther, Ph.D.; Timothy Pogacar, Ph.D.

Assistant Professors: Edgar Landgraf, Ph.D.; Theodore Rippey, Ph.D.

Lecturer:

Irina Stakhanova, Ph.D.

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The Department of German, Russian, and East Asian Languages offers programs leading to the Master of Arts in German and the Master of Arts in Teaching German. It is also possible to pursue a dual Master of Arts in German and Political Science, History, Teaching English as a Second Language, or Music History, as well as other disciplines.

The graduate programs in German are flexible enough to meet a variety of student needs and career orientations, such as teaching, government positions, and corporate employment. Students interested in secondary-level teaching can work on obtaining teacher certification while earning a master's degree. Students can pursue a Ph.D. preparatory program with a strong concentration in literature and culture. The curriculum includes language training, with courses in composition, stylistics, and phonetics, as well as technical translating and business German. The department also has a writer-in-residence program.

M.A. students ordinarily fulfill part of their degree requirements in Salzburg, Austria, through the department's Academic Year Abroad (AYA) program. Students usually spend their first year of study in Salzburg and complete their degree on the University campus the following year.

### **Prerequisites to Graduate Work**

Admission to graduate study in German requires an undergraduate major or minor in German (not less than 20 semester hours beyond the intermediate level). Applicants with less background may be accepted, provided they are willing to make up the deficiencies specified by the graduate coordinator.

As a basic entrance standard, the Department of German, Russian, and East Asian Languages looks for a minimum undergraduate GPA of 3.0 (on a scale of 4.0) and a GPA of 3.2 or better in German. Applicants' ability in the German language is an important factor in admission decisions.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in German should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### *Degree Requirements*

#### **Master of Arts in Teaching**

Degree requirements are listed under the heading of Master of Arts in Teaching in the "Degree Programs" section of this catalog. A copy of the specific M.A.T. requirements in German will be provided on request.

#### **Master of Arts**

A candidate may pursue a Master of Arts degree in German under the following two plans:

Plan I: Candidates must complete a minimum of 32 semester hours of graduate credit that includes the writing of a formal thesis for six hours of credit. Students must pass an oral examination on the thesis and a related area.

Plan II: Candidates must complete a minimum of 32 semester hours of graduate credit. No formal thesis is required. Students must pass a written examination on an area of specialization and an oral follow-up examination on the area of specialization and a related area.

Under either plan candidates must pass proficiency examinations in the German language, usually administered in Salzburg. A minimum of 24 hours in German is required, including GERM 601, a two-course literature survey, a seminar and one from the following courses: linguistics, translation, GERM 615 or 616. Beyond this minimum, students may apply courses in cognate areas toward their degree, subject to the approval of the graduate coordinator.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of German, Russian, and East Asian Languages use the prefixes: GERM and GREA.

## **Gerontology**

For information, contact:

[Nancy Orel](#), Ph.D.

102 Health Center

Bowling Green State University

Bowling Green, OH 43403

(419) 372-9930

### **Degrees Offered**

Graduate Certificate in Gerontology

As society enters into the twenty-first century, the elderly - those aged 65 and over - comprise the most rapidly growing segment of our population. To address the special needs of this segment of the population, the College of Health and Human Services offers the Graduate Certificate in Gerontology. The certificate curriculum acknowledges the role of biological, psychological, and social influences on older adults' well-being, and provides students with knowledge of how these factors interact to influence the aging process. Employing a multi-disciplinary approach, the curriculum prepares students to assist older adults and their families meet the challenges of later life.

Regardless of a student's career goals, the certificate program provides knowledge of



gerontology applicable to all business, professional, and personal situations involving older adults and their families. The certificate program is appropriate for professionals who occupy positions in agencies and institutions which directly administer and deliver services to the older population, but who have not received recent formal training in gerontology; for students pursuing academic and/or research careers which focus on the older population; and for students who anticipate their chosen profession will bring them into contact with older adults.

Students may enroll only in the certificate program, or may complete the certificate in conjunction with a graduate degree at the University.

The faculty of the Gerontology Program at Bowling Green State University represent a cross-section of social science degrees in family science, psychology, and sociology. The faculty have experience in theoretical and applied gerontology through a wide array of agencies and institutions. The gerontology faculty at Bowling Green have experience in the administration of senior housing and long-term care, senior citizen centers, adult day care centers, research institutes, and other gerontological settings.

### **Prerequisites to Graduate Work**

Formal training in gerontology is not a prerequisite to admission. Individuals currently enrolled in graduate degree programs at the University and those whose occupations bring them into contact with older adults are eligible to apply to the certificate program.

### **Admission Procedure**

Applicants seeking admission to the certificate program should follow the instructions outlined in the “Graduate Admission” section of this Catalog.

In addition to the application required by the Graduate College, applicants to the certificate program must submit:

- 1) three letters of recommendation from recent instructors, employers, or other individuals qualified to evaluate probable success in the program;
- 2) a statement of intent delineating the purpose for enrolling in the program; and
- 3) a personal statement outlining short- and long-term career goals. Careful attention is given to the personal statement accompanying the application.

### **Certificate Requirements**

Students must complete 15 semester hours of approved courses to earn the certificate. No internship is required for the certificate. Students must complete a nine hour core of courses in the gerontology program including GERO 601, Current Perspectives in Gerontology. The remaining two courses may be taken in other departments as approved by the gerontology program. An outline of the proposed course work comprising the graduate certificate in

gerontology must be approved by the director of the gerontology program and placed on file with the Graduate College. The form for the proposed course work is available from the Graduate College of from the gerontology program.

Students are encouraged to select remaining courses to build the certificate to their professional needs by working with the gerontology program and other departments. Suggested courses comprising the remaining six hours may include additional courses offered by the gerontology program, such as federal, state, and local programs in aging; aging and the family; GERO 684, Readings in Gerontology; and GERO 690, Direct Research in Gerontology. Suggested courses from other departments include, but are not limited to, CDIS 605, Communication Disorders and Aging; F&N 536, Nutrition for Aging; AHE 680, Relationships in Later Life; HMSL 628, Planning Leisure Lifestyles; PHIL 721, Professional Ethics; and PSYC 737, Mental Health and Aging.

Additional aging-related courses from various departments will be reviewed by the gerontology faculty for fulfillment of electives as they are offered.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Gerontology program use the prefix: GERO.

# Graduate Business Administration

James McFillen, Associate Dean  
Carmen Castro-Rivera, Director  
Toby Swick, Assistant Director  
369 Business Administration  
Phone: 419-372-2488 or 800-247-8622  
Fax: 419-372-2875  
Email: mba-info@bgsu.edu

## Degree Offered

Master of Business Administration

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## Graduate Faculty

Accounting:

*Professor* - Alan T. Lord, Ph.D.

*Associate Professors* - Patricia Essex, Ph.D.; Sachi Sakthivel, Ph.D.; Kenneth Snead, Ph.D.

*Assistant Professors* - Larry Bajor, Ph.D.; Earl McKinney, Ph.D.; Andreas Nicolaou, D.B.A.; Madhavarao Raghunathan, Ph.D.; Paul Schauer, Ph.D.; David Stott, Ph.D.

Applied Statistics &  
Operations Research:

*Professors* - Danny C. Myers, Ph.D.; B. Madhu Rao, Ph.D.; James Sullivan, Ph.D.

*Associate Professors* - Nancy Boudreau, Ph.D.; Grace Montepiedra, Ph.D.; Arthur Yeh, Ph.D.

*Assistant Professors* - Jane Chang, Ph.D.; Richard McGrath, Ph.D.; Christopher Romp, Ph.D.

Economics:

*Professors* - Mary Ellen Benedict, Ph.D.; M. Neil Browne, Ph.D.; Timothy Fuerst, Ph.D.; John Hoag, Ph.D.; Mark Kasoff, Ph.D.; Kyoo Kim, Ph.D.; Peter VanderHart, Ph.D.

*Associate Professors* - Alan Haight, Ph.D.; Kevin Quinn, Ph.D.

*Assistant Professor* - Michael Carroll, Ph.D.

Finance:

*Professors* - Sung Bae, Ph.D.; Robert Edmister, Ph.D.

*Associate Professor* - Daniel Klein, Ph.D.; Francis Laatsch, Ph.D.

*Assistant Professors* - J. Christopher Huguen, Ph.D.

|                |   |
|----------------|---|
| Legal Studies: | <i>Professors</i> - Nancy Kubasek, J.D.; Sue Mota, J.D.<br><br><i>Associate Professor</i> - Brent Nicholson, J.D.   |
| Management:    | <i>Professors</i> - James McFillen, D.B.A.; Peter Pinto, Ph.D.<br><br><i>Associate Professors</i> - Daniel Bragg, Ph.D.; Steven Cady, Ph.D.; Arthur Darrow, Ph.D.; Janet Hartley, Ph.D.; Sherry Sullivan, Ph.D.<br><br><i>Assistant Professors</i> - Maureen Casile, Ph.D.; Michelle Heine, Ph.D.; Daesik Hur, Ph.D.; Senthikumar Muthusamy, Ph.D.; Jane Wheeler, Ph.D. |
| Marketing:     | <i>Professors</i> - Kenneth Crocker, Ph.D.; susan Petroschius, Ph.D.; William Redmond, Ph.D.<br><br><i>Associate Professors</i> - Mark Bennion, Ph.D.; Dwayne Gremler, Ph.D.; Susan Kleine, Ph.D.; Nancy Merritt, Ph.D.; Gregory Rich, Ph.D.; Philip Titus, Ph.D.; Bob Wu, D.B.A.   |

Bowling Green State University has offered the Master of Business Administration degree since 1966. The program is accredited by AACSB International – The Association to Advance Collegiate Schools of Business. The mission of the College of Business Administration’s Master of Business Administration degree is to be the premier M.B.A. degree in the region and one of the best in the nation, with a commitment to excellence and continuous improvement in graduate business education.

The Master of Business Administration degree prepares tomorrow’s global leaders by involving students and faculty in the exploration of the significant challenges, opportunities, and problems facing organizations in both the private and public sectors. M.B.A. students at BGSU pursue integrative, continuously improving curricula that simultaneously challenge and stimulate. The integrative nature of the M.B.A. degree encourages students to observe the interdependent nature of organizational problems and to identify creative, comprehensive solutions. Apart from being highly relevant to the needs of organization in the global economy, the degree helps students improve their teamwork, leadership, and critical thinking skills in a learning environment that fosters cross-cultural sensitivity and adherence to the highest ethical standards.

Individuals may pursue the M.B.A. degree through the full-time, evening, or executive program. The M.B.A. curriculum covers the following areas: accounting, economics, ethics and law, finance, information technology, international business management, leadership and change, quantitative methods, marketing, operations management, strategy design and implementation and electives.

### **Admission Procedure**

All three of the M.B.A. programs are designed for individuals with or without an undergraduate degree in business. The full-time and evening programs do not require professional experience as a condition of admission. However, the Executive M.B.A. program requires three or more years of full-time professional or managerial experience for admission. The Graduate Management Admission Test (GMAT) is required for admission into all programs leading to the M.B.A. degree. Applicants who earned a prior graduate degree from a regionally accredited university are eligible for an exemption from the GMAT requirement based upon their academic performance in their programs, whether their programs required a standardized admission test, and their professional qualifications. Similarly, executive MBA applicants with ten or more years of professional work experience, at least five years of full-time experience in a significant management capacity, and an undergraduate grade point average of at least 2.8 on a 4.0 scale may be eligible for an exemption from the GMAT. Please contact Graduate Studies in Business for more information on the GMAT waiver.

Applicants seeking admission to one of the three M.B.A. programs should follow the instructions outlined in the “Graduate Admission” section of this catalog. Application forms and instructions are available from Graduate Studies in Business or can be obtained from the M.B.A. website at [www.bgsumba.com](http://www.bgsumba.com). Applicants are reminded that the full-time M.B.A. program begins in July. Students may begin the evening M.B.A. program in any semester. Executive MBA students begin each year in January. Applicants should contact Graduate Studies in Business for application deadlines and plan their application process accordingly.

### *Degree Requirements*

#### **Full-time and Evening M.B.A. Programs**

The full-time program serves individuals who plan to enroll in 12 or more graduate credit hours per semester. The full-time program requires 42 graduate credit hours of course work, and at least six graduate credit hours of professional development seminars. The 14 required courses and the professional seminars must be completed in a specific order. This “lockstep” format is designed to foster integration across the program and a strong learning community among the program’s participants. Enrollment in the full-time program is limited, and students may enter the program only in the summer (July). Students can complete a general M.B.A. degree in 3 1/2 semesters or complete an M.B.A. degree with a specialization in 4 1/2 semesters of full-time study.

The evening M.B.A. program serves individuals who must pursue their M.B.A. degrees as part-time students. Classes are offered Monday through Thursday evenings. The evening program requires 48 graduate credit hours. Evening students are split between those taking one versus two courses per semester. At two courses per semester, the M.B.A. degree can be completed in as little as seven semesters. Students may begin the evening M.B.A. program in any semester.

The full-time and evening programs share 13 required courses. The four foundation courses include ECON 600, and MBA 600, 601, and 603. The eight core courses include STAT 601, MBA 602, 604, 605, 606, 607, 608, and 610. The capstone course is MBA 609. Full-time students are required to enroll in at least one three credit hour graduate level elective and six

credit hours of MBA 583, Topics in Management. Evening students are required to complete at least nine credit hours of graduate level electives. Both programs require that the foundation courses be completed before taking the core courses, which in turn must be completed before taking the capstone course.

The full-time M.B.A. program offers formal specializations in accounting, finance, and management information systems (MIS). The accounting specialization requires ACCT 551, 560, and 643. Students are also required to complete two additional 500-level accounting courses. 600-level accounting courses may be used to fulfill elective requirements of the specialization with the consent of the Director of Graduate Studies in Accounting. The finance specialization requires MBA 551 and 552, and two additional courses selected from MBA 553, 554, 558, and 657. The MIS specialization is composed of five required courses: MBA 502, 505, 521, 570, and 571. Full-time and evening M.B.A. students may select electives from other graduate offerings on campus or may combine their M.B.A. degrees with a second graduate degree. Interested students should contact Graduate Studies in Business for further information.

### ***Executive M.B.A. Program***

Bowling Green State University began offering an Executive M.B.A. program in 1977 making it the oldest in Ohio and among the 10 oldest in the United States. The EMBA program serves motivated and experienced managers who desire an opportunity to interact with other highly motivated and experienced professionals in an intensive learning environment. The Executive M.B.A. is a rigorous, accelerated program that requires twelve graduate courses: ECON 600, STAT 601, and MBA 601, 602, 604, 605, 606, 607, 608, 609, 610, and 620. Students lacking prior academic preparation in accounting, economics, finance, and statistics are required to complete self study packages in those areas as prerequisites to the formal courses in those fields. The courses are offered in a “lockstep” format. Students attend class one weekend per month. Classes meet on Friday, Saturday and Sunday from 8 a.m. - noon and 1 p.m.-5 p.m.

The format promotes the development of a supportive learning community among the participants. Interested students should contact Graduate Studies in Business for further information.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses required by Graduate Business Administration use the prefixes: ACCT, ECON, GBA, MBA, and STAT.

## **Higher Education Administration**

[Michael Coomes](#), Chair/Graduate Coordinator  
330 Education Building  
Phone: 419-372-7382

## **Degree Offered**

Doctor of Philosophy

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### **Graduate Faculty**

|                       |   |
|-----------------------|---|
| Professors:           | Michael Dannells, Ph.D.; Carney Strange, Ph.D.  |
| Associate Professors: | Michael Coomes, Ed.D.; Robert DeBard, Ed.D.; Patricia Kubow, Ph.D. (EDFI); Carolyn Palmer, Ph.D.            |
| Assistant Professors: | Haithe Anderson, Ph.D. (EDFI); Ellen Broido, D.Ed.; Kathryn Hoff, Ph.D. (Technology); Maureen Wilson, Ph.D. |

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The Ph.D. program in Higher Education Administration within the Division of Higher Education and Student Affairs offers a strong but flexible curriculum designed to prepare students for a variety of leadership positions in teaching, academic administration, and student affairs in postsecondary educational settings. The curriculum is primarily designed for those who seek to provide leadership for a broad range of teaching and administrative positions in colleges and universities ranging from two-year to graduate institutions. This curriculum also will accommodate others who wish to prepare themselves as educational leaders for other organizations in the public and private sectors.

The core curriculum for the Ph.D. program offers a foundation of history and philosophy, curriculum, basic understandings of organizational theory, and of students in postsecondary education, as well as skill courses in the areas of budget administration and law.

The Ph.D. program's flexibility is provided by a 12-hour cognate in which students may specialize in a relevant area of their choice in order to meet their particular career objectives. Exemplary options include, but are not limited to, student affairs, adult learning and development, business, management, public relations and communications, and technology education.

Ph.D. students are encouraged to participate in experiential learning opportunities such as practica, internships, and assistantships. These experiences provide students with opportunities to broaden and enhance their professional backgrounds through exposure to new areas of administration, instruction, and research as well as the application of theory to practice.

### **Prerequisites to Graduate Work**

Applicants to the Ph.D. program must hold a master's degree or equivalent from an accredited institution as a prerequisite for admission to the Ph.D. program. The degree need not be in education, but must be relevant to the student's career objectives. Evidence of at least three years of successful work experience beyond the advanced degree is expected.

### **Admission Procedure**

Applicants seeking admission to the Higher Education Administration Program should follow the instructions outlined in the "Graduate Admission" section of this catalog and should contact the Higher Education Administration Program directly for additional supplemental application materials.

## **Degree Requirements**

The Higher Education Administration Ph.D. Program is a 63 semester hour post-master's curriculum requiring completion of a core of 15 semester hours in higher education studies, 12 semester hours in a cognate specialization of the student's choice, 12 semester hours of research tools, 6 semester hours of electives, a global understanding requirement, a comprehensive examination, a minimum of 16 hours of dissertation credit, and two hours of dissertation seminar. Where appropriate, students may be required to complete an internship experience.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Higher Education Administration Program use the prefix: HIED

## **History**

[Peter Way](#), Chair  
[Robert Buffington](#), Graduate Coordinator  
128 Williams Hall  
Phone: 419-372-2030

## **Degrees Offered**

Master of Arts; Master of Arts in Teaching; Doctor of Philosophy

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## **Graduate Faculty**

|                       |  |
|-----------------------|--|
| Professors:           | Edmund Danziger, Ph.D.; James H. Forse, Ph.D.; Gary Hess, Ph.D.; Fujiya Kawashima, Ph.D.; Kenneth Kiple, Ph.D.; Donald Nieman, Ph.D.; Don Rowney, Ph.D.; Judith Sealander, Ph.D. |
| Associate Professors: | Lillian Ashcraft-Eason, Ph.D.; Robert Buffington, Ph.D.; Douglas Forsyth, Ph.D.; Liette Gidlow, Ph.D.; Scott Martin, Ph.D.; Apollos Nwauwa, Ph.D.; Peter Way, Ph.D.              |
| Assistant Professors: | Beth Griech-Polelle, Ph.D.; Walter Grunden, Ph.D.; Andrew Schocket, Ph.D.; Leigh Ann Wheeler, Ph.D.  |

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The Department of History offers programs leading to the degrees of Master of Arts, Master of Arts in Teaching, and Doctor of Philosophy. It is also possible to pursue a dual Master of Arts in History and German, History and Spanish, or History and French. In these programs, individual



research and knowledge of research by others in the field are integral to students' education. Special attention is given to research techniques, historiography, and policy history; indeed, the Bowling Green policy history program is the most comprehensive in the nation, the only one that emphasizes study in non-American as well as American fields. The doctoral program focuses on policy history. Students examine the interrelationships among politics, institutions, and society, the ways in which policies have often been transformed when put in place, and the consequences of policy decisions. Students are encouraged to work comparatively, across national boundaries. All students whose focus is on American history must take an Asian or Latin American field, as well. M.A. and M.A.T. students choose from six field groups: African History, Europe, American History to 1877 or American History since 1877, Latin America, Policy History or Public History, or East Asia. M.A. and M.A.T. students may choose policy history as a major or minor field group. Ph.D. students must choose policy history as a major field group.

### **Prerequisites to Graduate Work**

Graduate study in history requires a minimum of 24 hours of undergraduate work in history. A maximum of six hours in related areas may be accepted as part of the 24-hour requirement.

### **Admission Procedure**

Applicants seeking admission to the graduate program in history should follow the instructions outlined in the "Graduate Admission" section of this catalog.

In addition to the general Graduate College requirements, an applicant should submit the following items along with the application for admission form:

1. at least three letters of recommendation from professors of history or a related field and
2. evidence of ability to do research and writing, such as a copy of a seminar paper or thesis.

### **Degree Requirements**

#### **Master of Arts**

Candidates may pursue the M.A. degree under one of two plans.

Plan I: Thirty-six semester hours of graduate credit are required. Candidates must write a thesis and complete an oral examination on the thesis and the field of history in which it lies. This plan includes a language requirement which may be fulfilled either through a dictionary reading knowledge of an approved foreign language or the satisfactory completion of an approved course in quantitative methodology; SOC 369, Introductory Statistics; or CS 500, Computing for Graduate Students. Plan I is recommended for students who plan to pursue doctoral work in history.

Plan II: Thirty-two semester hours of graduate credit are required. Candidates must complete a comprehensive oral examination in two fields of history. Preparation for the examination

normally entails the reading of at least six books in each field selected in consultation with two examiners.

Under both plans, a student's program must include a course in historical methods, one course in historiography, and two graduate seminars.

Master's degree candidates may pursue an emphasis in the field of public history, which provides professional education in archives and museum management, local history, and other endeavors through which historians cooperate with larger publics. This program is integrally tied to other graduate offerings in history. Among the course work required for completion of the degree are ten hours in public history courses, a thesis, and an internship involving on-site work experience.

### **Master of Arts in Teaching**

M.A.T. students are required to take 36 semester hours of course work of which 24 to 28 must be in history and eight to 12 must be in education. There is a final written comprehensive examination in history.

### **Doctor of Philosophy**

General Requirements: The doctoral program in history requires the completion of 90 hours of approved graduate credit beyond the bachelor's degree, including a maximum of 30 hours of credit for research on the dissertation. All candidates for the Ph.D. degree must spend at least two consecutive semesters beyond the master's degree, or equivalent, in residence at the University, during which time a minimum of six hours of work must be completed satisfactorily each semester.

The Ph.D. foreign language requirement may be satisfied in one of the following ways:

- (1) passing a dictionary-assisted reading proficiency examination in two foreign languages;
  - (2) passing a dictionary-assisted reading proficiency examination in one foreign language of an approved course or courses in quantitative methodology, to be chosen by the student in consultation with the graduate coordinator and/or the student's major advisor;
  - (3) demonstration of high proficiency in one foreign language.
- In the case of students from countries where English is not the language of instruction, satisfaction of the University's English proficiency requirement satisfies the history foreign language requirement, except when research is to be conducted in a language other than English or the student's native tongue.

History Requirements: All candidates for the Ph.D. will be required to complete HIST 652 (Historiography) and HIST 694 (Methodology) unless they have equivalent training in these areas. Students seeking exemption from HIST 652 or HIST 694 must submit proof to the graduate coordinator that the training they have acquired elsewhere is the equivalent of that

provided by these courses. Students must prepare for examinations in three fields, one of which will be policy history with a focus in a specialized area (e.g., American foreign policy, 20th Century U.S., U.S. Constitutional history, 20th Century Europe, Modern Russia, Modern East Asia, gender and policy). Students whose focus is U.S. or European history must take a field in Asian or Latin American history. All candidates for the Ph.D. degree will be required to spend at least two consecutive semesters beyond the Master's degree (or equivalent) in residence at the University.

Examinations: Admission to Ph.D. candidacy is granted following the successful completion of preliminary examinations, which consist of written and oral exercises covering the student's four fields.

Dissertation: Dissertations may be written in areas of American, European, Latin American, and East Asian history, but all dissertations must have a focus on private or public institutional decision-making processes.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of History use the prefix: HIST.

## **Human Movement, Sports & Leisure Studies**

Bonnie Berger, Director  
Julie Lengfelder, Graduate Coordinator  
112 Eppler  
Phone: 419-372-6906

### **Degrees Offered**

Master of Education

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### **Graduate Faculty**

Professors: Pamela Allison, Ed.D.; Bonnie Berger, Ed.D.; Jacquelyn Cuneen, Ed.D.; David Groves, D.Ed.; Vikki Krane, Ph.D.; Janet Parks, D.A.; Mary Ann Robertson, Ph.D.

Associate Professors: Lynn Darby, Ph.D.; Stephen Langendorfer, Ph.D.; Julie Lengfelder, Ph.D.; Becky Pissanos, Ed.D.; Adrian Turner, Ph.D.

Assistant Professors: Artemisia Apostolopoulou, Ph.D.; Patricia Buchanan, Ph.D.; John McMillen, Ph.D.; Geoffrey Meek, Ph.D.; Amy Morgan, Ph.D.; William Obenour II, Ph.D.; Halifu Osumare, Ph.D.; Raymond Schneider, Ph.D.; Nancy Spencer, Ph.D.; David Stodden, Ph.D.; David Tobar, Ph.D.; Philip Xie, Ph.D.

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The School of Human Movement, Sport, and Leisure Studies (HMSLS) offers the Master of Education degree. The M.Ed. program is designed to expand upon the undergraduate experience with more opportunities for research, critical thinking, and analysis within a specialization. The three specializations available are: developmental kinesiology (the study of human movement from a lifespan perspective), leisure and tourism studies, and sport administration. Within developmental kinesiology, students may concentrate in physical education teacher education, motor learning, motor development, sport/exercise physiology, or biomechanics. Among the focus areas in leisure and tourism studies are environmental issues, disability sport, gerontology, and tourism. In sport administration, students may concentrate in areas such as marketing, promotion, administration, facility management, and psychosocial aspects of sport.

### *Prerequisites to Graduate Work*

Prerequisites include a bachelor's degree from an accredited school and a minimum GPA of 2.7. There are also specific admission requirements for each specialization. Deficiencies in prerequisite course work are completed before graduate course work and do not count toward completion of the degree. Students are required to consult with their advisor prior to starting any course work.

### *Admission Procedure*

Applicants seeking admission to the M.Ed. program should follow the instructions outlined in the "Graduate Admission" section of this catalog.

Applicants who wish to be considered for graduate assistantships must have a 3.0 GPA and complete additional forms available from the School of HMSLS. All students must submit GRE scores as part of the admission process.

### *Degree Requirements*

#### **Master of Education**

The M.Ed. degree is offered under one of two plans.

Plan I: Candidates must complete a minimum of 30 semester hours of graduate credit, including a thesis.

Plan II: Candidates must complete a minimum of 33 semester hours of graduate credit, including a major project.

### *Graduate Courses*

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the School of HMSLS use the prefix: HMSL.

## **Intervention Services**

[Eric Jones](#), Chair

[Lessie Cochran](#), Graduate Coordinator, Special Education

[Audrey Ellenwood](#), Graduate Coordinator, School Psychology  
451 Education  
Phone: 419-372-7293

### **Degrees Offered**

Master of Education; Specialist in Education

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### **Graduate Faculty**

|                       |  |
|-----------------------|--|
| Professors:           | Martha Gaustad, Ph.D.; Eric Jones, Ed.D.; Ellen Williams, Ph.D.<br>& Rich Wilson, Ph.D.            |
| Associate Professors: | Lessie Cochran, Ph.D.; Colleen Mandell, Ed.D.; Trinka<br>Messenheimer, Ed.D. & Mary Rizza, Ph.D.   |
| Assistant Professors: | Julie Hodges, Ph.D.; William Morrison, Ph.D.; Jeanne Novak,<br>Ph.D. & Gardner Umbarger III, Ph.D. |

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The Division of Intervention Services (DIS) offers programs leading to the Master of Education degree. Within the special education major, the following specializations are available: mild-moderate intervention specialist, moderate-intensive intervention specialist, hearing impaired intervention specialist, gifted and talented intervention specialist, and early childhood intervention specialist.

Certified teachers can add additional areas of Licensure and/or Endorsement to their teaching licenses by completing specifically designated course work. Some licensure areas require the successful completion of a PRAXIS exam. Currently five licensure areas are available to students who hold a valid Ohio teaching license and wish to pursue licensure at the graduate level: mild-moderate intervention specialist, moderate-intensive intervention specialist, hearing impaired intervention specialist, gifted and talented intervention specialist, and early childhood intervention specialist. Teaching endorsements in reading and transition-to-work are also available.

The mild-moderate program is designed to provide specialized training in theoretical foundations and in practical technical skills for individuals planning to teach children and adolescents (grades K-12) who have mild disabilities (learning disabilities) to moderate disability (developmentally delayed). Students enrolled in this specialization become knowledgeable in assessment/evaluation of disabilities, development of service options, curriculum alternatives and modifications, behavior management, transitioning, computer and technical applications, collaborating with parents and other professionals, current trends and issues, and research.

Individuals who enter the moderate-intensive program will receive specialized training in characteristics, assessment, and identification of students with moderate (emotional and behavioral disorders) to intensive (multiple disorders) disabilities. They will learn academic and behavior management methods, adapted curriculum alternatives and modifications, physical and medical management options, transitioning, computer and technical applications, collaborating

with parents and other professionals, and current trends and issues. Students will become knowledgeable and competent in prevocational and vocational skill development, community instruction, provision of adult services, and development of career options. Individuals licensed in this area will be qualified to teach children and adolescents (grades K-12) who have moderate to intensive disabilities in a variety of environments where these children with disabilities are served.

Students in the hearing impaired specialization (HI) study the structure, acquisition, and development of language; speech and hearing mechanisms; methods of teaching speech and speech reading; curriculum development; educational guidance of students with hearing disabilities; and communication systems, current trends, issues, and research.

The early childhood intervention specialist program is designed for individuals planning to work with infants, toddlers, and young children from birth through eight years of age, which requires knowledge and skills in both early childhood education and special education. The program includes course work and supervised experiences in both disciplines. Individuals completing this program will meet all the requirements for licensure in the following areas: pre-kindergarten licensure, early childhood intervention specialist licensure, and early intervention certification (issued through the Ohio State Department of Mental Retardation and Developmental Disabilities). A pre-kindergarten or special education license is required prior to the early childhood intervention specialist license.

Students in the gifted and talented education program acquire skills in curriculum development; development of critical and creative thinking skills; and development of independent learning abilities. A license in the education of the gifted and talented is required to work with this population in Ohio's schools. The Division offers a full array of courses leading to a K-12 license in teaching the gifted and talented as well as a specialization in gifted and talented within the M.Ed. program. The sequence provides a solid grounding in the history of the field; techniques for identification, assessment, and evaluation; techniques for modification of curriculum; and methods for a variety of school settings.

### **Prerequisites to Graduate Work**

Applicants planning to major in special education must possess a valid baccalaureate degree in special education, elementary education, secondary education, or in a related field. Applicants must meet academic and personal qualifications, as determined from an interview with the departmental graduate coordinator, and as established by the departmental graduate advisory committee.

If prerequisite deficiencies exist, additional course work may be required as a condition of admission. Deficiencies may be repaired concurrently with the beginning of the graduate program but such course work does not count toward degree requirements.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in special education should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applicants should also contact the Division of Intervention Services for additional admission materials and requirements.

## Degree Requirements

### **Master of Education in Special Education**

Candidates must have completed, or will complete, the basic licensure requirements for teaching in the state of Ohio for their area of specialization.

Candidates must complete a minimum of 33 semester hours of 600-level credit. The following ten semester hours of course work are required: EDIS 649; EDIS 680; EDFI 641; and EDFI 642 or REHB 678. The areas of specialization determine additional requirements.

Candidates choose from seven areas of specialization. For specific specialization requirements, contact the graduate coordinator of the program.

**Certification Program:** The programs offer licensure for students possessing a baccalaureate degree and a teaching certificate/validation/license who choose not to pursue a M.Ed. degree but desire to meet licensure requirements in the state of Ohio for teaching in one or more of the following areas: mild-moderate intervention specialist, moderate-intensive intervention specialist, hearing impaired intervention specialist, gifted and talented intervention specialist, and early childhood intervention specialist.

### **Master of Education in School Psychology**

Students must complete 33 to 45 semester hours of graduate credit. Candidates typically take the following courses: EDIS 654, 676, 698; PSYC 708, 734; REHB 675; EDFI 641, 642, 627, 671, 672; COUN 675, 776, 679.

A pattern of additional courses is required for students who do not have a valid teaching certificate and typically includes the following courses: EDIS 650, 651, 672, 649, and 660, and EDAS 621. EDIS 672 is directed toward observation and participation in the normal school processes under supervision within a school setting.

After completion of a program of courses approved for the degree and the awarding of the M.Ed., candidates are admitted to the Specialist in Education degree program in School Psychology.

### **Specialist in Education in School Psychology**

Students must complete 47 semester hours of graduate credit. Typically, students must have a master's degree in school psychology prior to entrance into the specialist in education degree program. The master's degree must reflect the NCATE/NASP approved courses offered at the BGSU master's level. If the master's degree has deficits, additional courses to fulfill the

requirement for license/certification in school psychology will be required.

Candidates typically take the following courses: EDIS 656, 657, 658, 671, 673, 674, 677, 689, 789, 780, and complete an educational change project.

After completion of courses and practica work, candidates are assigned to a supervised internship in a school district approved by the coordinator of the school psychology program and the Ohio Department of Education. The internship experience involves nine to ten months of service under the aegis of a certified school psychologist with a minimum of three years of experience.

Registration for BGSU course work as a full-time student is required for the internship experience. The intern is classified as an employee of the assigned school district and is remunerated for professional services during the internship year. The intern is supervised by a member of the school psychology faculty or, in cases where an internship is completed outside of Northwest Ohio, by a member from the school psychology faculty at the nearest university that has an approved program for the preparation of school psychologist (with permission of the University coordinator of the school psychology program). All students completing a paid internship in the state of Ohio must be willing to give one year of service back to Ohio as an employed school psychologist in a public school.

## Graduate Courses

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Division of Intervention Services use the prefixes: EDIS or EDSE.

## Mathematics and Statistics

[Neal Carothers](#), Chair

[Hanfeng Chen](#), Graduate Coordinator

450 Mathematical Sciences Building

Phone: 419-372-2636

## Degrees Offered

Master of Arts; Master of Arts in Teaching; Master of Science, Doctor of Philosophy

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## Graduate Faculty

Professors:

James Albert, Ph.D.; Neal Carothers, Ph.D.; Kit Chan, Ph.D.; Hanfeng Chen, Ph.D.; So-Hsiang Chou, Ph.D.; Arjun Gupta, Ph.D.; Barbara Moses, Ph.D.; Truc Nguyen, Ph.D.; Steven Seubert, Ph.D.; Sergey Shpectorov, Ph.D.; Gábor Székely, Ph.D.

Associate Professors:

Alexander Izzo, Ph.D.; David Meel, Ed.D.; J. Gordon Wade, Ph.D.; Craig Zirbel, Ph.D.

Assistant Professors:

Juan Bès, Ph.D.; John Tuhao Chen, Ph.D.; Corneliu Hoffman, Ph.D.; Warren McGovern, Ph.D.; Diem Nguyen, Ph.D.; Tong Sun, Ph.D.; Dale Winter, Ph.D.



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The Department of Mathematics and Statistics offers the Master of Arts, the Master of Arts in Teaching, Master of Science in Applied Statistics, and the Doctor of Philosophy degree programs. Through proper selection of course work, students in the M.A. program can prepare for direct entry into careers in business, industry, government, and education, or for study toward a Ph.D. in mathematics, statistics, computer science, or operations research. Areas of specialization in the M.A. program are pure mathematics, mathematical statistics, and scientific computation.

The pure mathematics specialization is designed for students interested in obtaining a broad background in pure mathematics or in pursuing a Ph.D. degree in mathematics. The mathematical statistics specialization is intended for students interested in statistics and can be designed for those planning to pursue a doctoral degree. The scientific computation specialization is intended for students interested in applied mathematics.

The Master of Arts in Teaching degree is designed for those who plan a teaching career in the secondary schools, two-year colleges, or small liberal arts colleges.

The goal of the Ph.D. program is to maintain a balance between efficiently preparing students for dissertation work and achieving breadth in the mathematical sciences.

### **Prerequisites to Graduate Work**

The preferred foundation for graduate work is an undergraduate major in mathematics or a closely related area. Applicants with less than this level of prerequisite background may be accepted if it appears that they are adequately prepared for graduate work. Minimum preparation consists of a full year in differential and integral calculus and two courses for which calculus is a prerequisite.

Applicants planning to specialize in scientific computation should have completed courses in linear algebra, advanced calculus, ordinary differential equations, and programming in a high-level language such as C or FORTRAN before or soon after admission.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in mathematics and statistics should follow the instructions outlined in the "Graduate Admission" section of this catalog.

In addition to the application required by the Graduate College, applicants must submit a statement of intent delineating the purpose for enrolling in the program and career goals.

Requests for department application materials should be directed to the Department [Graduate Secretary](#). Please also see <http://www.bgsu.edu/departments/math> and <https://gradcollege.bgsu.edu/apply/>.

## *Degree Requirements*

### **Master of Arts**

Candidates must complete at least 30 semester hours of approved graduate credit, including at least 18 hours in mathematics courses numbered 600 or above, excluding MATH 585, 590, 591, 592, 685, 694, and 695. In addition, students must satisfy all the requirements in one of the three groups described below.

Pure Mathematics: Required courses are MATH 633, 634, 665, and 666.

Mathematical Statistics: Required courses are MATH 565 or 665, 641, 642, and two additional courses in specialized areas of statistics selected from among MATH 643, 644, 645, 646, 647, 648, 671, 740, and any approved 682 course in statistics. Students should take MATH 666 if they are planning to pursue a Ph.D.

Scientific Computation: Required courses are MATH 539, 618, 620, 665, and 668.

Each of the three programs is offered under two plans.

Plan I: Candidates must write a thesis and pass an oral and/or written examination on the thesis.

Plan II: Candidates must pass a written comprehensive examination.

Related courses from other fields may be included in the student's plan, subject to the approval of the graduate coordinator. The actual course of studies is designed by the student in consultation with, and with the consent of, the graduate coordinator on an individual basis.

### **Master of Arts in Teaching**

The Master of Arts in Teaching degree is offered under Plan II for experienced teachers. Degree requirements are listed under the heading of Master of Arts in Teaching in the "Degree Programs" section of this catalog.

### **Master of Science**

The Master of Science in Applied Statistics is offered jointly with the Department of Applied Statistics and Operations Research. Students may pursue the M.S. degree under either Plan I or Plan II. Requirements under either plan are: MATH 641 and 642, STAT 502, 506, and 508; at least one course from MATH 650, STAT 675; at least six hours of graduate course work in an approved cognate area; and three elective courses in statistics (at least two at the 600 level). Of these elective courses, at least three hours must be from the Department of Mathematics and Statistics and at least three must be from the Department of Applied Statistics and Operations Research. The remaining three hours should be from the offerings of either the Department of Applied Statistics and Operations Research or the Department of Mathematics and Statistics. Any of these courses may be waived at the graduate level for students who can document equivalent undergraduate or graduate training; however, the credit hour requirement will not be reduced in this case. The student will be expected to substitute appropriate electives. Cognate courses are selected by the student, subject to the approval of the graduate coordinator, to

conform to the individual needs of the student. Cognate courses may not include courses whose primary content is statistics.

Plan I: Candidates must complete a minimum of 33 semester hours of graduate course work and three hours of thesis credit. Candidates must submit a thesis on a topic approved by the Statistics Program Committee and must pass an oral examination over the thesis and MATH 641 and 642, and STAT 502, 506, and 508.

Plan II: Candidates must complete a minimum of 33 hours of graduate course work including STAT 675. Students must pass a written and oral comprehensive examination over MATH 641 and 642, and STAT 502, 506, and 508. However, the oral examination will be waived for students with sufficient written examination scores.

### **Doctor of Philosophy**

At about 30 semester hours of course work beyond the master's degree, students must take a written and/or oral preliminary exam in two areas of study. After passing this exam, students are admitted as candidates for the Ph.D. degree.

Students must then write an original dissertation, which is, in the judgment of the dissertation committee, of publishable quality. Students are granted the degree after the dissertation is approved by the dissertation committee and they have passed the final oral examination in defense of the dissertation.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Math and Statistics use the prefix: MATH.

# Music

[Richard Kennell](#), Dean, College of Musical Arts

[William Mathis](#), Graduate Coordinator

1031 Moore Musical Arts Center

Phone: 419-372-2182

## Degrees Offered

Master of Music

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## Graduate Faculty

Professors: Burton Beerman, D.M.A.; Vasile Beluska, M.M.; John Bentley, D.M.A.; Emily Freeman Brown, D.M.A.; Christopher Buzzelli, M.M.E.; Vincent Corrigan, Ph.D.; F. Eugene Dybdahl, D.M.A.; Joyce Eastlund Gromko, D.M.E.; Jeffrey Halsey, M.M.; Vincent Kantorski, Ph.D.; Richard Kennell, Ph.D.; Barbara Lockard-Zimmerman, D.M.A.; Virginia Marks, M.M.; Myra Merritt, M.M.; John Sampen, D.M.; Marilyn Shrude, D.M.; Alan Smith, D.M.A.; Vernon Wolcott, D.M.A.

Associate Professors: Bonna Boettcher, D.M.A.; Velvet Brown, M.M.; Steven Cornelius, Ph.D.; Victor Fung, Ph.D.; David Harnish, Ph.D.; Carol Hess, Ph.D.; William Lake, Ph.D.; William Mathis, D.M.A.; Bruce Moss, Ph.D.; Mark Munson, D.M.A.; Mary Natvig, Ph.D.; Robert Satterlee, D.M.A.; Russell Schmidt, M.M.; Roger Schupp, D.M.A.; William Skoog, D.A.; Gene Trantham, Ph.D.

Assistant Professors: Cynthia Stephens Benson, D.M.A.; Elaine Colprit, Ph.D.; Nora Engebretsen, Ph.D.; Carol Hayward, D.M.A.; Penny Thompson Kruse, D.M.A.; Mikel Kuehn, Ph.D.; Elaine Lillios, D.M.A.; Laura Melton, D.M.A.; Maxim Mogilevsky, M.M.; Jane Schoonmaker Rodgers, D.M.A.; Charles Saenz, M.M.; Kevin Schempf, M.M.; Christopher Scholl, M.M.; Sandra Stegman, Ph.D.; Rosemary Williams, M.M.

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The Master of Music degree program, offered by the College of Musical Arts, is designed to prepare musicians to practice their specialization in the changing environment of current American music culture. The program encompasses six emphases: music composition, music education, music history, ethnomusicology, music performance, and music theory.

The music education emphasis features four specializations—Plan I: comprehensive; and Plan II: comprehensive, instrumental, or choral music education.

Music performance majors may select from nine options: choral conducting, orchestral conducting, voice, piano, piano pedagogy, collaborative piano, jazz studies, instrumental performance, and instrumental specialist. The instrumental specialist option consists of a concentration in a major instrument and at least two minor instruments within the brass, strings, and woodwind areas. Considerable flexibility is permitted within an individual program to meet the special needs of students.

### **Prerequisites to Graduate Work**

Applicants should possess an appropriate undergraduate degree as well as potential for advanced study as evidenced by musical and intellectual abilities and achievements. In cases where an applicant is deficient in background, the departmental graduate faculty will require additional course work; for example, remedial courses in music history and music theory.

### **Admission Procedure**

Applicants seeking admission to the Master of Music program should follow the instructions outlined in the “Graduate Admissions” section of this catalog. In addition to the general admission requirements set by the Graduate College, applicants must fulfill the following departmental requirements.

Applicants electing the performance or conducting options must audition for area faculty. Applicants electing music history, ethnomusicology, music theory, or composition emphases must submit examples of their work with their applications. Music education applicants electing Plan II (comprehensive) must have one year of full-time teaching experience, and all music education and music theory applicants must attend an interview. Applicants for the music education degree program must submit the following: (1) a 10-minute videotaped performance on an instrument or voice, (2) a continuous 15-minute videotaped teaching or rehearsal segment, and (3) a writing sample on a topic of the faculty's choice (contact the department chair for details).

### *Degree Requirements*

#### **Master of Music**

General Requirements: When they begin the program, students must take placement examinations in music history and music theory. Those who do not pass one or more portions are permitted one retest during the first semester of residence. If the retest is not passed, students must take the appropriate remedial course(s): MUCT 506, 507, and 508. These courses cannot be used to satisfy degree requirements.

A diagnostic test in ear training and sight singing is required of all entering theory majors. A single retest will be permitted during the student's first semester in residence. If test results are still unsatisfactory, the student will be required to take Graduate Aural Skills (MUCT 505) without degree credit.

Specific degree requirements for each emphasis can be obtained from the graduate coordinator in

the College of Musical Arts.

**Ensemble and/or Applied Credit:** A minimum of three semester hours of either ensemble or applied study is required for the Master of Music degree. Ensemble credit may be fulfilled by participation in one or more of the College's large choral and/or instrumental ensembles, or in selected small ensembles. Applied study is a limited enrollment course, with registration priority given to students in the performance option for whom applied study is a specific degree requirement. Others are accommodated on a space-available basis and must confer with the appropriate applied faculty member by the end of the first week of classes.

**Final Project Requirement:** At the culmination of the degree program, students are expected to present a final project appropriate to their area of specialization. Credit for this requirement is given under the course numbers MUCT/MUED/MUSP 699 or MUSP 698. Students may enroll for up to 12 semester hours of final project credit, but no more than three hours will be counted toward the degree. All submissions must follow the schedule of deadlines published by the Graduate College.

Candidates in performance are expected to fulfill the final project requirement by presenting a public recital or recitals according to the degree specifications, and completing either a comprehensive examination or a thesis. Two CD's recording the recital(s) and two copies of the program(s) are to be submitted to the Coordinator of Graduate Studies in the College of Musical Arts. Performance students who follow the comprehensive examination option must submit a portfolio of work compiled during the course of the degree and pass a comprehensive examination based on the portfolio contents. Those following the thesis option must complete a written document on a subject related to their recital, performance medium, or its pedagogy.

Conducting majors are expected to compile on a video tape 30 to 45 minutes of music consisting of repertory approved by the appropriate conducting faculty. Ensembles used by candidates will be assigned by the faculty from standing College ensembles, or approved by the faculty.

Music education-Plan I students are expected to submit a thesis on a substantive issue in music education. Music education majors who are excellent performers may, with the approval of the area performance faculty and the chair of music education, fulfill the thesis requirement by means of a recital and document.

Composition students fulfill the final project requirement by submitting the score of an original musical composition. Specific guidelines regarding the length and instrumentation of the composition are available through the College of Musical Arts office.

Students in music history, ethnomusicology, and music theory must submit a thesis as part of the degree requirements.

Students whose final projects require the use of an audio tape or CD must comply with the College of Musical Arts criteria in recording and editing. Further information is available in the CMA Final Project Handbook.

**Examination Requirement:** Music education-Plan II students must pass a written and oral

comprehensive examination at the completion of all course work.

Students in music education-Plan I, music history, and music theory must pass a thesis defense. Students in music composition must either arrange for a premiere performance or defense of their final project composition. Students in music theory, ethnomusicology, and music history must also pass a qualifying examination before beginning the thesis.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the College of Musical Arts use the prefixes: MUCT, MUED, and MUSP

## **Organization Development**

[Steven Cady](#), Director

Room: 3009 College of Business Administration

Phone: 419-372-8823

E-mail Address: [mod@bgsu.edu](mailto:mod@bgsu.edu)

### **Degree Offered**

Master of Organization Development

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Designed for performance managers, human resource and training professionals, owners of small businesses, consultants, and recent college graduates, the Master of Organization Development degree program can be completed as an executive (part-time) or traditional (full-time) program. Our mission is to educate individuals interested in systematically transforming organizations into world-class competitors. Executive M.O.D. classes meet on weekends during the summer, fall, and spring semesters. Full-time M.O.D. classes meet during regular class periods in the fall and spring semesters. The 18-month program is designed to develop new management skills in enhancing organizational performance and individual performance, thereby helping students meet the changing demands of global competition.

Prerequisites to Graduate Work

Applicants must have a bachelor's degree from an accredited institution. In addition, proficiencies in prerequisite fields must be demonstrated by completing appropriate course work.

Executive M.O.D. students may demonstrate competency in prerequisite fields either by completing appropriate course work or by passing an examination based upon a self-study learning packet.

Employers of Executive M.O.D. applicants must endorse participation in order to permit student research in their organization and to provide an opportunity for application of program concepts and technology.

## **Admission Procedure**

Applicants seeking admission to the M.O.D. and Executive M.O.D. programs should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applicants are reviewed by the M.O.D. advisory committee, which makes an admission recommendation to the Graduate College.

### *Degree Requirements*

#### **Master of Organization Development**

For full-time students, the program represents an 18-month resident period requiring at least 33 semester hours of graduate credit for graduation. For Executive M.O.D. students, the program represents an 18-month period requiring at least 30 semester hours of graduate credit for graduation.

The Executive M.O.D. program begins with the first weekend typically held in mid-May. Students then follow a sequence of courses through the program in accordance with a prearranged schedule. Executive M.O.D. students enroll in two courses (two weekends each) in the summer, fall, and spring semesters.

In addition to seven ORGD courses (ORGD 601 through 606) and a capstone course (ORGD 607 or 691), students must successfully complete MBA 632, MBA 608, and STAT 601 to fulfill the requirements for the degree.

Full-time students attend classes during traditional class periods during the fall and spring semesters. Full-time students are required to complete an internship, which usually takes place during the summer semester.

#### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Organization Development program use the prefix: ORGD.



# Philosophy

[David Sobel](#), Chair

[Louis Katzner](#), Graduate Coordinator

305 Shatzel Hall

Phone: 419-372-2117

## Degrees Offered

Master of Arts; Doctor of Philosophy

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## Graduate Faculty

Professors: Michael Bradie, Ph.D.; James Child, Ph.D.; Raymond G. Frey, Ph.D.; Louis Katzner, Ph.D.; Fred Miller, Ph.D.; Donald Scherer, Ph.D.

Associate Professors: Marvin Belzer, Ph.D.; Kathleen Dixon, Ph.D.; Daniel Jacobson, Ph.D.; David Sobel, Ph.D.; Steven Wall, Ph.D.; Sara Worley, Ph.D.

Assistant Professors: Donald Callen, Ph.D.; Janice Dowell, Ph.D.

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Bowling Green's graduate program in Philosophy combine areas of applied philosophy, such as philosophy of medicine, law, business, and the environment, with training in the appropriate historical, methodological, and theoretical approaches to traditional areas of philosophy, such as moral and political philosophy, epistemology, metaphysics, and logic. The programs are flexible both with respect to areas of specialization and career interests.

The department offers two distinct programs. The Ph.D. program is an integrated six-year program designed for students working toward the doctorate. The M.A. is granted as part of the total program. The special M.A. program is intended for students who want to do advanced work in applied philosophy as preparation for a career either in teaching or in a nonacademic career in law, government, business, health care, or social service.

As an integral part of their studies in either program, students may undertake internships involving work of up to 15 weeks in nonacademic settings such as federal or state agencies, hospitals, corporations, charitable institutions, research centers, and foundations, or take a substantial number of courses in some other discipline.

## Prerequisites to Graduate Work

The preferred foundation for graduate work is a major or minor in philosophy. However, applicants with less than this level of preparation who have a strong interest in philosophy are encouraged to apply. Remedial work may be required for those students judged to have deficiencies in their preparation.

Admission to the Ph.D. program does not require the completion of any graduate work beyond the bachelor's degree.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in philosophy should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applicants should also contact the departmental graduate admissions officer for application materials.

#### *Degree Requirements*

##### **Ph.D. Program: Master of Arts**

Students must complete the 20-hour Group A core consisting of the pro-seminar (PHIL 601), one course each in logic and analysis (PHIL 603), history of ancient philosophy (PHIL 611), history of modern philosophy (PHIL 612), and either history of moral philosophy (PHIL 621) or history of political philosophy (PHIL 622). The three-hour seminar designed to prepare students to teach philosophy (PHIL 650) is also required. This core must be supplemented by an additional seven four-hour seminars or courses in philosophy.

Students must satisfy requirements for the M.A. under Plan II by taking a two-part M.A. examination consisting of:

- (1) The M.A. essay, which is submitted early in the second semester of the student's second year in the program, and
- (2) The M.A. research skills test, written early in the second semester of the student's second year in the program.

##### **Ph.D. Program: Doctor of Philosophy**

Students must fulfill all of the following requirements:

- (1) the M.A. core course requirement (20 hours) plus PHIL 650;
- (2) an additional 44 hours in courses or seminars in philosophy, including the 32-hour Group B core;
- (3) the preliminary examination and approval of the dissertation topic; and
- (4) the dissertation and the oral examination over the dissertation.

The 32-hour Group B core requirement consists of eight four-hour seminars or courses in philosophy from at least three of the following areas, with no more than four courses being counted from each area:

- (1) moral and social philosophy broadly conceived (if more than one course is counted from this area, at least one course must be in contemporary moral theory);
- (2) metaphysics, philosophy of the mind, and epistemology;
- (3) logic and philosophy of language;
- (4) philosophy of the natural and social sciences; and
- (5) philosophy of religion, aesthetics, etc.

There is no language requirement unless the student's dissertation supervisor and the department's director of graduate studies decide that it would be appropriate in light of the student's dissertation topic for the student to have a reading competency in a foreign language. The precise way in which the student will meet this requirement will be determined by the student's dissertation supervisor in consultation with the student and with the approval of the director of graduate studies. Prior to completing the language requirement, the student should submit a written plan for completing the requirement. The form may be secured from the graduate secretary and must be signed by the student's research supervisor and the director of graduate studies.

Students must take a preliminary examination after having completed approximately 60 semester hours of approved graduate work. The preliminary examination typically consists of an essay that the student writes and defends orally and which is designed to show that the student has the ability to do doctoral research in philosophy. The student's doctoral committee determines the exact nature of this examination. Students are admitted to degree candidacy upon successfully defending a dissertation prospectus, normally in conjunction with the preliminary examination.

To complete the requirements for the Ph.D. degree, students must complete a dissertation and pass an oral examination over the dissertation.

Early in their program, students must present a plan of study for the remainder of tenure within the program and arrange for an advisor to guide research throughout the program.

The plan of study must be designed to insure that the student finishes the program a broadly trained philosopher, competent to initiate, conduct, and interpret traditional and applied research. Within this framework, the provisions within a doctoral plan of study are flexible. Programs can be designed to prepare students in any one of the following areas:

- (a) academic careers in philosophy departments as moral and social philosophers (broadly conceived);
- (b) academic careers in philosophy departments in the subspecializations of applied philosophy, e.g., in philosophy of medicine, philosophy of law, philosophy of business, or environmental philosophy;

(c) interdisciplinary academic careers; or

(d) nonacademic careers in law and government, business, health care, or social service. The individual plan of study is worked out in collaboration with the advisor, subject to approval of the graduate coordinator.

Questions about requirements for the Ph.D. degree can be addressed to the Department of Philosophy office.

### **Specialized M.A. Program**

This is a terminal M.A. program meant for students who want to do advanced work in applied philosophy as preparation for a career either in teaching or in a nonacademic career in law, government, business, health care, or social service. It is not meant to prepare students for the doctorate.

Students form an M.A. committee of at least two members prior to enrollment in the first semester of the program. The specific course of study required of each student, including the details of the core requirement and the choice of core supplement, must be approved both by the student's M.A. committee and the department's Graduate Studies Committee.

Students must complete a minimum of 44 credit hours including a core requirement of six four-hour courses or seminars in philosophy (24 hours) and a core supplement (12 hours) consisting of either

(a) the internship option or

(b) three additional four-hour courses or seminars in philosophy.

The internship option is completed by doing work in applied philosophy in some form other than taking courses in philosophy for 12 credit hours during the equivalent of one semester. An internship report is required to complete the internship option.

To complete the M.A., students submit an essay, write an examination, or complete a project, and may be required to take an oral examination, as appropriate to the student's course of study. The exact nature of the examination is determined by the student's M.A. committee together with the director of graduate studies and the Graduate Studies Committee.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Philosophy use the prefix: PHIL.

# Photochemical Sciences

[Douglas Neckers](#), Executive Director, Center for Photochemical Sciences

[Phil Castellano](#), Graduate Coordinator

[Nora R. Cassidy](#), Graduate Program Coordinator

Phone: 419-372-2033

## Degrees Offered

Doctor of Philosophy

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## Graduate Faculty

Professors: George Bullerjahn, Ph.D. (Biological Sciences); Douglas Neckers, Ph.D. (Chemistry); Michael Ogawa, Ph.D. (Chemistry); Michael Rodgers, Ph.D. (Chemistry); Deanne Snavely, Ph.D. (Chemistry)

Associate Professors: John Cable, Ph.D. (Chemistry)

Assistant Professors: Pavel Anzenbacher, Ph.D. (Chemistry); Felix Castellano, Ph.D. (Chemistry); Vladimir Popik, Ph.D. (Chemistry); Bruno Ullrich, Ph.D. (Physics and Astronomy)

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The Doctor of Philosophy program in photochemical sciences, offered by the Center for Photochemical Sciences, is designed for students with a background in chemistry, physics, or biological sciences. The interdisciplinary curriculum consists of a combination of course work and research. The course work provides students with a solid foundation in photochemistry and photophysics. It examines applications in fundamental areas of chemistry, biological sciences, physics, spectroscopy, and/or photopolymer science, and prepares students for conducting original research in the field of photochemical sciences.

## Prerequisites to Graduate Work

Applicants who show evidence of an outstanding undergraduate education and research ability may enter directly into the Ph.D. program after completing the baccalaureate degree in chemistry, biological sciences, or physics. All other applicants must have completed a master's degree in one of the above areas and show evidence of outstanding research performance.

## Admission Procedure

Applicants seeking admission to the Ph.D. in photochemical sciences program should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### *Degree Requirements*

#### **Doctor of Philosophy**

Students must complete at least 90 credit hours of graduate credit (60 beyond the master's degree). These hours must include at least 16 hours of PCS 799. Each student's course of study is designed with the advice of the student's dissertation advisor to meet his or her needs and interests.

Students must take a qualification examination consisting of a written paper plus an oral presentation administered by the student's Ph.D. committee. The paper and presentation describes the research progress made through the student's first summer in the program and must be completed by the end of the third semester.

Students are required to complete a preliminary examination to qualify for doctoral candidacy after having completed or approached completion of at least 60 hours in the approved course of study beyond the baccalaureate degree. The preliminary examination consists of the written preparation and oral defense of an original research proposal.

Doctoral candidates must complete an independent research project acceptable to their dissertation committee. This research is to be described and evaluated in the dissertation. The final examination for the degree is an oral defense in which the student presents a seminar on the research and defends the results before the dissertation committee.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Photochemical Sciences program use the prefix: PCS.

## **Physics and Astronomy**

[John Laird](#), Chair  
[Lewis Fulcher](#), Graduate Coordinator  
104 Overman Hall  
Phone: 419-372-2421

### **Degrees Offered**

Master of Arts in Teaching; Master of Science

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### **Graduate Faculty**

|                       |   |
|-----------------------|---|
| Professors:           | Robert Boughton, Ph.D.; G. Comer Duncan, Ph.D.; Lewis Fulcher, Ph.D.; John Laird, Ph.D. |
| Associate Professors: | Haowen Xi, Ph.D.; Andrew Layden, Ph.D.  |
| Assistant Professors: | Bruno Ullrich, Ph.D.; Stephen Van Hook, Ph.D.   |

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The Department of Physics and Astronomy offers programs leading to the degrees of Master of Arts in Teaching, Master of Science, and a cooperative Ph.D. in collaboration with the University of Toledo. The curriculum of the programs emphasizes applications as well as a solid foundation in the fundamentals of physics. training. Course work focuses on developing skills in several areas of emphasis: astrophysics; computational physics; theoretical physics; solid state physics; and materials science. All graduate students are involved in research as part of the degree program.

The M.A.T. degree program is designed to prepare students for a physics teaching career or to provide enrichment for practicing teachers. The cooperative Ph.D. program enables qualifying students to take courses at BGSU and at UT and to move to UT for their Ph.D. under the direction of either BGSU or UT faculty in physics and astronomy.

### **Prerequisites to Graduate Work**

Applicants should have the equivalent of a bachelor's degree with a major in physics, or a minor in physics and a major in a cognate field from an accredited institution. Applicants should also have taken a minimum of one year of undergraduate chemistry. Applicants with prerequisite deficiencies may be required to take undergraduate course work or satisfactorily complete an examination as a condition of admission.

M.A.T. applicants must have at least one year's teaching experience and hold a valid teaching certificate from the state in which they are teaching.

### **Cooperative Ph.D. Program**

For students wishing to obtain a Ph.D. in Physics, the cooperative program with the Department of Physics and Astronomy at the University of Toledo is an option. Graduate students at BGSU would complete requirements for the Master of Science at BGSU and take the Ph.D. qualifying exam offered by the University of Toledo. After successfully passing that examination, the student would be admitted to the University of Toledo's program and could take courses at the University of Toledo and at BGSU. After being admitted to candidacy, students may engage in dissertation research with faculty from BGSU, UT, or both.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in physics and astronomy should follow the instructions outlined in the "Graduate Admission" section of this catalog.

#### *Degree Requirements*

#### **Master of Arts in Teaching**

Degree requirements are listed under the heading of Master of Arts in Teaching in the "Degree Programs" section of this catalog.

## **Master of Science**

The M.S. degree is offered under two plans.

Plan I: Candidates must complete a minimum of 30 semester hours of 500- and 600-level courses approved for graduate credit including a minimum of 26 hours in physics. Students are required to take PHYS 601, 602, 603, 604, 605, and 606, for a total of 18 semester hours. Students must also register for two hours of PHYS 681 during each Fall and Spring semester. In addition to the above 26 hours in the major field, candidates must present a formal thesis and pass an oral examination on the thesis.

A specialization in Materials Science is available. The student must take PHYS 610, and PHYS 6540-6550 at the University of Toledo. A thesis on some materials topic must be completed.

Plan II: Candidates must complete a minimum of 32 semester hours of 500- and 600-level courses approved for graduate credit including two hours in PHYS 691--Directed Research in Physics--for a minimum of 28 hours in physics. Students are required to take PHYS 601, 602, 603, 604, 605, and 606, and PHYS 691 for a total of 20 semester hours. Students must also register for two hours of PHYS 681 during each Fall and Spring semester. As an important part of the research seminar work, the student must submit a scholarly paper and pass a final written comprehensive examination covering selected fields.

For students pursuing a specialization, both Plan I and Plan II require additional course work.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Physics and Astronomy use the prefix: PHYS.



# Political Science/Public Administration

[Marc Simon](#), Chair

[Miriam Wilson](#), M.P.A. Coordinator

124 Williams Hall

Phone: 419-372-2921 or 419-372-2831

## Degrees Offered

Master of Public Administration; Master of Arts (Dual Degree)

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## Graduate Faculty

Professors: D. S. Chauhan, Ph.D.; Beth Walter Honadle, Ph.D.; Steven Ludd, Ph.D.

Associate Professors: Francis McKenna, Ph.D.; Marc Simon, Ph.D.

Assistant Professors: Glen Biglaiser, Ph.D.; Albert Dzur, Ph.D.; David Jackson, Ph.D.; Neal Jesse, Ph.D.; Jeffrey Peake, Ph.D.

Instructor: Renee Agress, Ph.D.

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The Department of Political Science offers programs leading to the degrees of Master of Public Administration and the dual Master of Arts in Political Science and German. The main goal of the master's program in Public Administration and International Affairs is to provide professional education to students who wish to prepare themselves for administrative careers and leadership positions in government. In accordance with recognized professional standards, the program:

- (1) prepares students for professional and leadership careers in public service;
- (2) offers an opportunity to in- and mid- career personnel for additional training and career development; and
- (3) provides foundations for careers in teaching, consultation, and other professions requiring advanced knowledge of public administration.

The dual Master of Arts in Political Science and German Program prepares a limited number of students for careers in some phase of international politics, education, or commerce in which fluency in the German language is essential. For German language requirements consult the graduate coordinator, Department of German, Russian, and East Asian Languages.

## *Prerequisites to Graduate Work*

Applicants must possess a bachelor's degree from an accredited institution, have at least a 2.8 grade point average for conditional admission, and a 3.0 for regular admission, a 3.25 in the

major, and have a major, minor, or satisfactory equivalent in political science or an appropriate field based on the student's area of interest. In cases where an applicant is deficient in background, the appropriate graduate coordinator will recommend additional course work.

### Admission Procedure

Applicants seeking admission to graduate programs in political science should follow the instructions in the "Graduate Admission" section of this catalog.

## **Degree Requirements**

### **Master of Public Administration**

The M.P.A. program consists of four educational components:

- (1) core curriculum;
- (2) area of specialization;
- (3) program electives; and
- (4) a thesis or an internship and experiential paper with a written comprehensive examination.

Candidates must complete a total of 42 semester hours of graduate credit, which includes 39 hours of course work. The remaining three hours include completing either a written thesis or an internship with an experiential paper and comprehensive exams. Mid- and in-career and international students have the opportunity to substitute course work for the internship component. Mid- and in-career and international students with prior administrative experience may forgo their formal internship and use such experience to draft an experiential paper if they select the comprehensive exam/experiential paper option.

The 21-hour core curriculum requirement is met by completing POLS 621, Administrative Theory and Behavior, and POLS 675, Research Methods. In addition to these two core classes, students are required to choose at least five of the following seven core courses:

- (1) POLS 611. Administrative Law;
- (2) POLS 612. Public Administration Ethics;
- (3) POLS 620. Public Administration and Public Policy;
- (4) POLS 626. Public Personnel Administration;
- (5) POLS 628. Government Budgeting and Fiscal Policy;
- (6) POLS 641. Management in Small Local Government;
- (7) POLS 671. Seminar in International Relations.

In addition, all students must receive at least a "B" grade in all core classes before undertaking a thesis or comprehensive exam.

To develop an area of specialization, students select 12 hours of course work from various departments and colleges of the University under the direction of the graduate coordinator in one of the following ten areas: economic development; environmental management; financial administration; international and comparative administration; non-profit management; organizational development; personnel management and labor relations; public law and criminal justice administration; public policy analysis; and small local government management.

In addition to these program requirements, all graduates must meet the general degree requirements set by the Graduate College.

### **Master of Arts (Dual Degree)**

Students pursuing a dual Masters of Arts in Political Science and German must complete a minimum 54 credit hours (27 in Political Science and 27 in German). For more information on the German component consult the graduate coordinator, Department of German, Russian, and East Asian Languages. The Political Science component consists of 18 hours in the core, six hours of electives and either three hours of thesis or three hours from an internship with an experiential paper and comprehensive exams.

The 18-hour core curriculum requirement is met by completing POLS 651, Seminar in Comparative Government; POLS 671, Seminar in International Relations; and POLS 675, Research Methods. In addition to these three core courses, students are required to choose at least three of the following seven core courses:

- (1) POLS 678. Seminar in Economic Statecraft;
- (2) POLS 680. Seminar in Political Science;
- (3) POLS 521. Bureaucratic Politics;
- (4) POLS 575. International Organization;
- (5) POLS 576. Politics of International Economic Relations;
- (6) POLS 578. International Conflict;
- (7) POLS 579. Conflict Resolution.

In addition, all students must receive a “B” grade in all core classes before undertaking a thesis or comprehensive exam. The thesis, experiential paper, and comprehensive exam must be drawn from both Political Science and German.

In addition to these program requirements, all graduates must meet the general degree requirements set by the Graduate College.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Political Science use the prefix: POLS.

# Popular Culture

[Angela Nelson](#), Chair  
[Jeffrey Brown](#), Graduate Coordinator  
Popular Culture Building  
Phone: 419-372-2981

## Degree Offered

Master of Arts

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## Graduate Faculty

Professors: Jack Santino, Ph.D.

Associate Professors: Jeffrey Brown, Ph.D.; Marilyn Motz, Ph.D.; Angela Nelson, Ph.D.

Assistant Professors: Becca Cragin, Ph.D.; Jeremy Wallach, Ph.D.

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The Master of Arts degree in Popular Culture is interdisciplinary in nature and is promoted through the operational and research programs of the Bowling Green Center for Popular Culture Studies and the Department of Popular Culture. For working purposes at the Center and in the Department, "popular culture" is defined as the part of culture which is not narrowly elitist or aimed at special audiences, and which is generally (but not necessarily) disseminated via the mass media.

The interdisciplinary program is designed to train scholars in the objective analysis of that part of a culture, both past and present, which has a distinctly popular base of appeal.

The Department of Popular Culture has outstanding library and resource support for the graduate program. In 1969, the University established the Popular Culture Library, a non-circulating research library that contains more than 500,000 items from popular novels to television scripts. In addition, the Sound Recordings Archives contains the finest and largest collections of recorded popular music in the United States. Bowling Green State University is the national headquarters for the study of popular culture.

## Prerequisites to Graduate Work

Admission to the M.A. program requires a minimum 3.0 accumulative GPA and 3.0 GPA in a specified discipline in which at least 20 semester hours of work have been completed. Applicants who hold an undergraduate degree in an interdisciplinary program that includes 20 semester hours of work in a single discipline may be admitted upon the recommendation of the graduate committee.

## Admission Procedure

Applicants seeking admission to the M.A. program in popular culture should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### *Degree Requirements*

#### **Master of Arts**

Candidates are required to complete a minimum of 32 semester hours of graduate credit beyond the baccalaureate degree. Students must complete the following core requirements:

- (1) POPC 675, Popular Culture Theory and Methodology;
- (2) POPC 660, Folklore and Folklife;
- (3) three graduate seminars in popular culture; and
- (4) one departmental course in international popular culture.

Candidates are responsible for mastering the content of a core reading list provided to them at the beginning of their academic program. Students are required to complete a general three-question written departmental examination over the core reading list and the required core courses listed above.

The M.A. degree is offered under Plan I-thesis option or Plan II-non-thesis option. The research track outlined below is only offered under Plan I-thesis option.

Plan I: Up to six semester hours of thesis research credit can be applied toward the degree.

Plan II: In addition to the written examination described above, each candidate must pass a two-hour oral examination over an area of specialization.

Candidates are to create their own advisory committees, in close consultation with the graduate coordinator, composed of a chair from within the Department and two other faculty members. In the case of the Plan I-thesis candidates, the committee advises the thesis. In the case of the Plan II-non-thesis candidates, the committee exists to advise, prepare, and evaluate the oral examination over the candidate's area of specialization. Students are expected to have created their committee by no later than the end of the second semester in residence in the program.

#### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Popular Culture use the prefix: POPC.

# Psychology

[Dale Klopfer](#), Chair

[Eric Dubow](#), Graduate Coordinator

206 Psychology Building

Phone: 419-372-2301

## Degrees Offered

Master of Arts; Doctor of Philosophy

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## Graduate Faculty

Professors:

Elizabeth Allgeier, Ph.D.; William Balzer, Ph.D.; Verner Bingman, Ph.D.; Eric Dubow, Ph.D.; Milton Hakel, Ph.D.; Scott Highhouse, Ph.D.; Stuart Keeley, Ph.D.; Lee Meserve, Ph.D. (Biological Sciences); Paul Moore, Ph.D. (Biological Sciences); Chris Mruk, Ph.D.; Kenneth Pargament, Ph.D.; Harold Rosenberg, Ph.D.; Kenneth Shemberg, Ph.D.; Catherine Stein, Ph.D.; John Tisak, Ph.D.; Marie Tisak, Ph.D.; Ryan Tweney, Ph.D.; David Weis, Ph.D. (Family and Consumer Sciences)

Associate Professors:

Richard Anderson, Ph.D.; Yiwei Chen, Ph.D.; Michael Geusz, Ph.D. (Biological Sciences); Mary Hare, Ph.D.; Robert Huber, Ph.D. (Biological Sciences); Steve Jex, Ph.D.; Dale Klopfer, Ph.D.; Joan Lawrence, Ph.D.; Annette Mahoney, Ph.D.; Dara Musher-Eizenman, Ph.D.; William O'Brien, Ph.D.; Kevin Pang, Ph.D.; Steven Rogelberg, Ph.D.; Patricia Sharp, Ph.D.; Moira van Staaden, Ph.D. (Biological Sciences); Michael Zickar, Ph.D.

Assistant Professors:

Robert Carels, Ph.D.; H. Casey Cromwell, Ph.D.; Anne Gordon, Ph.D.; John McAuley, Ph.D.; Valerie Simon, Ph.D.; Daniel Wiegmann, Ph.D. (Biological Sciences)

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The Department of Psychology offers programs leading to the degrees of Master of Arts and Doctor of Philosophy. Graduate programs in psychology are research oriented, regardless of the special areas of interest the student may have. Four areas of emphasis are available: clinical, industrial-organizational, developmental, as well as neural and cognitive sciences.

Students are encouraged to become engaged in laboratory, library, and field research either independently or in collaboration with members of the faculty. Practice in research, in addition to the required dissertation research, is an integral part of graduate training. The departmental laboratories are well equipped for the investigation of a wide variety of problems in all areas of contemporary psychology.

Students admitted to graduate study in psychology are required to work toward the Ph.D. degree.

The M.A. is granted as part of the total program.

### **Prerequisites to Graduate Work**

Applicants should have completed approximately 20 semester hours or 30 quarter hours of undergraduate psychology courses including experimental psychology and statistics. Credit in a related field or pertinent experience may count toward this minimum if approved by the department.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in psychology should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applicants may also download the departmental application materials from our website:

[www.bgsu.edu/departments/psych/](http://www.bgsu.edu/departments/psych/).

### *Degree Requirements*

#### **Master of Arts**

Candidates must complete a minimum of 30 semester hours of graduate credit. Students are required to take (1) PSYC 624 (methodology in psychology) or a department approved methods course, and (2) PSYC 667 and PSYC 668 (basic statistical theory).

The M.A. degree in psychology is offered under a Plan I-thesis option. Candidates must complete a thesis and perform satisfactorily in an oral defense.

#### **Doctor of Philosophy**

Students must complete a minimum of 90 semester hours beyond the baccalaureate degree. Those pursuing a clinical emphasis must also have a full year of internship. It is emphasized that hour requirements are secondary in importance to breadth of understanding evidenced by satisfactory performance on examinations and demonstrated competence in research. The dissertation, and preparation for it, are central to the student's plan of study.

Students are admitted to doctoral study only if there is an available sponsor to guide their research activities throughout the program. Students who enter the program with an M.A. degree from another institution should arrange to be sponsored by a member of the graduate faculty by the end of the first semester on campus.

Early in their program, students must present a plan of study. The plan of study must guarantee that the student finishes the program a broadly-trained psychologist, competent to initiate, conduct, and interpret empirical research. Within this framework, however, the provisions for a doctoral plan of study are quite flexible. The individual plan of study is worked out in collaboration with the sponsor.

Students must complete satisfactorily a sequence of core courses (methodology and statistics)

during the first two years. In addition, students are required to take and successfully master content core courses which are general courses covering the major fields of psychological study. A completed master's-level research project should be presented to the student's committee by the end of the second year of study.

Students must take a preliminary examination after they have completed approximately 60 semester hours of approved graduate credit. The examination may be either in the form of a research project presented to the committee or a written and oral examination dealing with the area of emphasis. A student's doctoral committee determines the exact nature of this examination.

Candidates for the Ph.D. degree must complete a dissertation and pass an oral examination over the dissertation.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Psychology use the prefix: PSYC.

## **Public Health**

[L. Fleming Fallon, Jr.](#), Director

Phone: 419-372-8316

[Hailu Kassa](#), Graduate Coordinator

Phone: 419-372-9615

234 Student Health Services Building

Phone: 419-372-8316

### **Degrees Offered**

Master of Public Health

For application materials:

[Northwest Ohio Consortium for Public Health](#)

c/o Medical College of Ohio

3045 Arlington Avenue

Toledo, OH 43614

(419) 383-4112

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### **Consortial Faculty**

Bowling Green State University

*Professors* - Don Boren, J.D. (Legal Studies); L. Fleming Fallon, Jr., M.D., Ph.D., Dr.PH. (Public and Allied Health)



*Associate Professors* - Dawn Hentges, Ph.D. (Family & Consumer Sciences); M. Sue Houston, Ph.D., R.D. (Family & Consumer Sciences); Younghee Kim, Ph.D., R.D., (Family & Consumer Sciences); Rebecca Pobocik, Ph.D., R.D., (Family & Consumer Sciences); Joe Williford, Ph.D. (Family & Consumer Sciences)

*Assistant Professors* - Hailu Kassa, Ph.D. (Public and Allied Health); Hans Schmalzreid, Ph.D. (Public and Allied Health)

Medical College of Ohio

*Professors* - Farhang Akbar, M.S.P.H., Ph.D. (Public Health); Michael Bisesi, Ph.D. (Public Health); Biran Harrington, Ph.D., M.P.H. (Public Health)

*Associate Professors* - Robert Forney, Jr., Ph.D. (Public Health); Sadik Khuder, Ph.d., M.P.H. (Medicine and Public health); Sheryl Milz, Ph.D. (Public Health)

University of Toledo

*Professors* - James Price, Ph.D. (Public Health and Rehabilitative Services)

*Associate Professors* - Deborah Boardley, Ph.D. (Public Health and Rehabilitative Services); Stephen Roberts, Ph.D. (Public Health and Rehabilitative Services)

*Assistant Professors* - Candace Ayars, Ph.D. (Public health and Rehabilitative Services); Timothy Jordan, Ph.D. (Public Health and Rehabilitataive Services)

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The Master of Public Health degree program provides advanced study beyond the bachelor degree for persons wishing to update professional skills and obtain new competencies in the area of public health. The program prepares students to enhance public health in the community and to become advocates for needed change. The graduates will be prepared to assess factors affecting health, critique and apply research findings, and, in turn, develop strategies and implement various measures for health promotion and disease prevention. The program is composed of a consortium that includes BGSU, the Medical College of Ohio (MCO), and The University of Toledo (UT). The MPH degree is awarded jointly by the three consortial institutions. MPH students have library, computer, parking, and other privileges at all three institutions.

Students gain specialized training in one or more of the following five majors:

(1) Environmental and Occupational Health: Graduates of this major are prepared to address environmental and occupational health issues for industries, agencies, and organizations from scientific, technical, and administrative perspectives.

(2) Health Promotion and Education: Graduates are prepared to assist communities,

organizations, and individuals in working towards a healthier society by using appropriate educational, behavioral, and social change strategies.

(3) Public Health Administration: Graduates are prepared to assume administrative roles in government and community agencies, health care facilities, and private industry.

(4) Public Health Nutrition: Graduates are prepared for the role of nutrition in disease prevention and health promotion and apply this knowledge to planning, managing, delivering, and evaluating nutrition services and programs.

(5) Public Health Epidemiology: Graduates are prepared to quantify the distribution and establish the determinants of health problems by describing and analyzing the biological, environmental, social and behavioral factors affecting health, illness, and premature death.

### **Prerequisites to Graduate Work**

It is expected that all applicants will have successfully completed college-level courses in mathematics, biology, and the social sciences. Completion of college-level courses in chemistry and microbiology is required for admission to the Occupational and Environmental Health major and recommended, but not required, for the other majors.

### **Admission Procedure**

Applicants for regular admission must hold an earned baccalaureate degree from an accredited college or university; have a minimum GPA of 3.0 on a 4.0 scale (or equivalent); and submit three letters of recommendation (at least two must be from individuals holding a graduate degree). Applicants not meeting these criteria may be eligible for conditional admission but must submit GRE scores. International applicants must submit GRE and TOEFL scores.

#### *Degree Requirements*

##### **Master of Public Health**

Students complete six core courses (18 credit hours): two courses at each of the three institutions; four major courses (12 credit hours) at one or two of the three institutions; three elective courses (nine credit hours) at a minimum of two institutions; and a capstone experience consisting of an internship or scholarly project (three credit hours) and an integrative seminar (three credit hours).

Core Courses: HEAL 6600 and HEAL 6640, PUBH 600, PUBH 601, PUBH 604, PUBH 605.

Public Health Administration: PUBH 525, PUBH 621, PUBH 622, and PUBH 635.

Capstone Seminar: PUBH 685. Internship or Scholarly Project: PUBH 683 or PUBH 684.

Environmental and Occupational Health: PUBH 501 and PUBH 515. PUBH 550, PATH 620, and OCCH 502 (Students select two from this list of three with approval from the major coordinator).

Capstone Seminar: PUBH 698. Internship or Scholarly Project: PUBH 696 or PUBH 697.

Health Promotion and Education: HEAL 6200, HEAL 6300, HEAL 6460.  
Capstone Seminar: HEAL 6930. Internship or Research Project: HEAL 6940 or HEAL 6920.

Public Health Epidemiology: PUBH 606, PUBH 603, HEAL 6820. HEAL 6550 or PUBH 612.  
Capstone Seminar: PUBH 698/HEAL6930. Internship or Scholarly Project: PUBH 696/HEAL 6940 or PUBH 698/HEAL 6920.

Public Health Nutrition: HEAL 6250, HEAL 6520. F&N 535, F&N 536, F&N 609, F&N 610  
(Students select two from this list of four with approval from the major coordinator).  
Capstone Seminar: PUBH 685/HEAL 6930. Internship or Scholarly Project: F&N 688/HEAL 6940 or PUBH 684/HEAL 6920.

### **Graduate Courses**

Please access BGSU graduate courses online at <http://webapps.bgsu.edu/courses/search.php>.  
Graduate courses offered by the Public Health program use the prefix: PUBH.

## **Rehabilitation Counseling**

[Jay Stewart](#), Director/Graduate Coordinator  
427 Education Building  
Phone: 419-372-7293

### **Degree Offered**

Master of Rehabilitation Counseling

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The two-year Master of Rehabilitation Counseling program, offered by the Division of Intervention Services, is designed to train professional rehabilitation counselors to work in a variety of settings and fields including state, federal, and private rehabilitation agencies and other agencies providing services in the areas of mental retardation, developmental disabilities, mental health, substance abuse, and physical disabilities. The program consists of University classroom, practicum, field, and internship experiences. The program meets the educational requirements for state counselor licensure and all requirements for the CRC. The program covers counseling, case management, and vocational rehabilitation.

### **Prerequisites to Graduate Work**

Prerequisites include a baccalaureate degree from an accredited institution. Applicants must meet personal qualifications, including work history, potential for working with individuals with disabilities, and career goals, as determined through an interview with the program director.

### **Admission Procedure**

Applicants seeking admission to the Master of Rehabilitation Counseling program should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### *Degree Requirements*

#### **Master of Rehabilitation Counseling**

Practicum and intern experiences are integral to the program and provide counseling experience with individuals who have disabling conditions in a setting selected by student and advisor. Each student's course of study must include completion of (1) a minimum of 48 semester hours of graduate credit, with 40 hours in the rehabilitation counseling major and (2) one of the two following options:

Plan I: Students must complete a thesis and pass an oral defense of their thesis.

Plan II: Students must pass a final written comprehensive examination covering studies included in the degree plan.

#### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Rehabilitation Counseling program use the prefix: REHB.

## **Romance Languages**

[Federico Chalupa](#), Chair

[R. J. Berg](#), Graduate Coordinator, French

[Nathan Richardson](#), Graduate Coordinator, Spanish

203 Shatzel Hall

Phone: 419-372-2667

#### **Degrees Offered**

Master of Arts; Master of Arts in Teaching

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#### **Graduate Faculty**

Associate Professors: R. J. Berg, Ph.D.; Francisco Cabanillas, Ph.D.; Carlo Celli, Ph.D.; Federico Chalupa, Ph.D.; Fabrice Leroy, Ph.D.; Opportune Zongo, Ph.D.

Assistant Professors: Ana Del Sarto, Ph.D.; Edmundo Delgado, Ph.D.; Bonnibeth Fonseca-Greber, Ph.D.; Fenfang Hwu, Ph.D.; Lynn Pearson, Ph.D.; Philip Peek, Ph.D.; Nathan Richardson, Ph.D.; Katherine Roberts, Ph.D.; Deborah Schocket, Ph.D.

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The Department of Romance Languages offers programs leading to the degrees of Master of Arts and Master of Arts in Teaching. Students may pursue graduate studies in either French or Spanish. Both the French and Spanish programs combine the cultural benefits of study abroad with the guidance and academic support of the graduate faculty on campus. Students have the opportunity to begin their studies with a year abroad in France or Quebec, Spain or Mexico. Students return to the home campus for their second year of study. Those who prefer not to spend a year abroad may take their full course work at the University.

### *Prerequisites to Graduate Work*

Admission to graduate study in French or Spanish requires an undergraduate major or minor in French or Spanish (not less than 20 semester hours beyond the intermediate level). Applicants with less background may be accepted, provided they are willing to make up prerequisite deficiencies specified by the graduate coordinator.

### *Admission Procedure*

Applicants seeking admission to the graduate programs in Romance Languages should follow the instructions outlined in the "Graduate Admission" section of this catalog.

### *Degree Requirements*

#### **Master of Arts**

##### French

Candidates pursue graduate studies under one of the following two plans (students under both plans must also demonstrate proficiency in the language):

Plan I (thesis option): Candidates must complete a minimum of 30 semester hours of graduate course credit and the writing of a thesis for which up to six semester hours of credit are granted. Plan I is recommended for individuals who expect to pursue a Ph.D. degree.

Plan II (non-thesis option): Candidates must complete 36 semester hours of graduate credit as well as a final research project that includes a paper and an oral presentation.

##### Spanish

All candidates take a general examination at the beginning of the second year over Peninsular and Spanish American literature and culture and Spanish linguistics. Following successful completion of the general exam, candidates choose between one of the following plans (students under both plans must also demonstrate proficiency in the language):

Plan I (thesis option): Candidates must complete a minimum of 30 semester hours of graduate credit and the writing of a thesis for which up to six semester hours of credit are granted. Plan I is recommended for individuals who expect to pursue a Ph.D. degree.

Plan II (non-thesis option): Candidates must complete 36 semester hours of graduate credit as well as a final research project that includes a paper and an oral presentation.

### **Master of Arts in Teaching**

Degree requirements are listed under the heading of Master of Arts in Teaching in the "Degree Programs" section of this catalog. The M.A.T. is open only to applicants who have at least one year's teaching experience and valid certification from the state in which they are teaching or have taught.

#### *Graduate Courses*

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Romance Languages use the prefixes: FREN, ITAL, LAT, ROML, and SPAN.

## **Sociology**

[Joseph Jacoby](#), Acting Chair

[Stephen Cernkovich](#), Graduate Coordinator

222 Williams Hall

Phone: 419-372-2294

### **Degrees Offered**

Master of Arts; Doctor of Philosophy

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### **Graduate Faculty**

|                       |  |
|-----------------------|--|
| Professors:           | Stephen Cernkovich, Ph.D.; Alfred DeMaris, Ph.D.; Peggy Giordano, Ph.D.; Joseph Jacoby, Ph.D.; Gary Lee, Ph.D.; Monica Longmore, Ph.D.; Wendy Manning, Ph.D.; Donald McQuarie, Ph.D. |
| Associate Professors: | Susan Brown, Ph.D.; Franklin Goza, Ph.D.; K. Vaninadha Rao, Ph.D.; Laura Sanchez, Ph.D.; Jennifer Van Hook, Ph.D.  |
| Assistant Professors: | Stephen Demuth, Ph.D.; Jeffrey Houser, Ph.D.; I-fen Lin, Ph.D.; Rekha Mirchandani, Ph.D.; Gary L. St. C. Oates, Ph.D.; Zhenmei Zhang, Ph.D.  |

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The Department of Sociology offers programs leading to the degrees of Master of Arts and Doctor of Philosophy. Students may specialize in one of four areas: criminology/deviance; demography; family studies; or social psychology, and family studies. Although the strength of the department lies within these specializations, students are encouraged to plan a course of study meeting their own particular interests and career objectives. Additional faculty expertise in the areas of applied demography, gerontology, sociological theory, and quantitative methods results in considerable flexibility in the design of individualized programs of study.

Regardless of the area of specialization, students in the program build a firm foundation in research methodology, statistics, and theory. Since graduates are employed in both academic and non-academic settings, the program specialty areas provide the flexibility to prepare students for a broad spectrum of professional opportunities. The M.A. programs in applied demography and family studies, for example, are especially designed to prepare individuals for careers in the public sector, private industry, service organizations, and governmental agencies.

The objectives of the Ph.D. program are to provide a broad background in general sociology and to create the capacity for theoretically relevant, rigorous research in at least one area of specialization. Although faculty interests cover a wide range of specialty areas within sociology, doctoral students are encouraged to major in one of the following four areas: criminology/deviance; demography; social psychology; or family studies. Faculty will work with students to accommodate various other interests so long as they are consistent with faculty expertise.

### **Prerequisites to Graduate Work**

For admission to the M.A. program, applicants must have a satisfactory academic record and a bachelor's degree from an accredited institution. Applicants must have completed undergraduate courses in sociological theory, methodology, and statistics. In cases where applicants are deficient in sociological background, they may be admitted on a conditional basis providing that the deficiencies are remedied during the course of study. A remedial plan will be developed by the Graduate Coordinator for the student's guidance.

Applicants to the Ph.D. program should be strongly motivated individuals whose records indicate that they are capable of successfully completing a Ph.D. degree. A master's degree is required for admission to the doctoral program.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in sociology should follow the instructions outlined in the "Graduate Admission" section of this catalog.

Applicants are required to submit transcripts of all previous college work, scores on the Graduate Record Examination, a sample of academic writing (e.g., a class paper, thesis, or thesis proposal), and three letters of recommendation, at least two of which are from professors familiar with the applicant's academic work. The department also requires that applicants include a brief five-hundred word essay describing the research interests that they hope to pursue in graduate school, their professional goals and aspirations, and why they believe that the BGSU Sociology Department's graduate program will help them pursue these interests and achieve these goals. This essay is particularly important since it helps the Graduate Committee decide if the department can meet the applicant's career goals.

## *Degree Requirements*

### **Master of Arts**

Candidates for the Plan I M.A. degree are required to complete the following courses: SOC 601, Classical Sociological Theory; SOC 610, Introductory Statistics; SOC 611, Intermediate Methodology; SOC 612, Intermediate Statistics; and SOC 660, Teaching Introductory Sociology. SOC 713, Research Design, is also required for Plan II students. SOC 601 is not required for students specializing in applied demography. These students substitute a course in demographic theory for the general theory requirement. Similarly, applied demography majors are not required to complete SOC 660.

The M.A. degree program offers five general areas of emphasis concentration: applied demography, criminology/deviance, population studies/demography, family studies, and social psychology. Each of the five areas of study has specific course requirements in addition to those the general departmental requirements noted above. Further information about these requirements is outlined in the specialty area program statements and in the department's Graduate Student Handbook, all of which may be obtained from the Department of Sociology or at its web site (<http://www.bgsu.edu/departments/soc>).

The M.A. degree is offered under two plans.

Plan I: Candidates must complete a minimum of 30 semester hours of graduate credit and write a formal thesis. The thesis may be a replication of a previous study, a secondary analysis of data from another study, the product of original research based on primary data, or a piece of library research. Students must pass a final oral examination on the thesis.

Plan II: Candidates must complete a minimum of 33 semester hours of graduate credit, including SOC 713, Research Design. Students are required to pass a four-hour comprehensive examination in their area of specialization, a two-hour examination in sociological theory, and a two-hour examination in research methods/statistics. The Plan II option is not available to applied demography students.

### **Doctor of Philosophy**

Students are required to complete 60 semester hours of graduate credit beyond the master's degree, including a minimum of 16 and a maximum of 30 semester hours of dissertation credit. Hour requirements, however, are secondary in importance to breadth and depth of knowledge as evidenced by performance on the departmental major area preliminary examination and demonstrated research competence. The dissertation, a mature piece of scholarship embodying the results of original research, is central to the student's plan of study. Students are expected to develop a dissertation proposal early in their program.

Students are given considerable flexibility in developing their programs of study, although all students are expected to achieve a level of basic competence in theory, research methods, and statistics. Most students will choose a major and a minor area of concentration from among the following areas: criminology/deviance, demography, family studies, quantitative methods (minor



concentration only), and social psychology

Doctoral students are required to take six basic courses in theory and quantitative methods: SOC 601, Classical Sociological Theory; SOC 602, Contemporary Sociological Theory; SOC 610, Introductory Statistics, SOC 611, Intermediate Methodology; SOC 612, Intermediate Statistics; and SOC 713, Research Design. A minimum of 16 hours of SOC 799, Dissertation Research, is also required.

Students must fulfill a language requirement through one of two options. The requirement may be met either by (a) successfully passing (with a grade of B or better) CS 630, Statistical Packages, or (b) demonstrating proficiency in a foreign language.

All Ph.D. students are required to take an eight-hour major area written preliminary examination in one of the following areas of concentration: criminology/deviance, demography, family studies, or social psychology. Performance on the preliminary exam should indicate mastery of the subject matter of the area, not only of that material covered in seminars the student has taken. The preliminary examination encourages students to review, internalize, and integrate the wide breadth of ideas, techniques, and issues within their major area of concentration.

All Ph.D. students are required to choose a minor area of concentration from within the sociology department and must take a minimum of 4 courses in that area. While most students will minor in criminology/deviance, demography, family studies, quantitative methods or social psychology, it is possible to minor in a departmental area other than one of these five. However, it is the student's responsibility to discuss such an intent with the Director of Graduate Studies to make certain that there is sufficient faculty expertise in the area to permit specialized advanced study, and that the general course requirements for minor areas of concentration can be satisfied. In addition to the required departmental minor, students also may choose, at their option, a second minor from another BGSU department or combination of departments.

## **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Sociology use the prefix: SOC.

# Technology

[Ernest Savage](#), Dean, College of Technology

[Larry Hatch](#), Chair, Visual Communications and Technology Education

[Thomas Andrews](#), Chair, Technology Systems

[Donna Trautman](#), Graduate Coordinator, College of Technology

206 Technology Building

Phone: 419-372-7613

## Degrees Offered

Master of Industrial Technology

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## Graduate Faculty

Professors: Thomas Andrews, Ph.D.; Sri Kolla, Ph.D.; Gene Poor, Ph.D.; Ernest Savage, Ed.D.; John Sinn, Ed.D.

Associate Professors: David Border, Ph.D.; Stan Guidera, Ph.D.; Sudershan Jetley, Ph.D.; Stephen Quilty, M.A.; Wilfred Roudebush, Ph.D.; Donna Trautman, Ph.D.; Todd Waggoner, Ph.D.

Assistant Professors: Alan Atalah, D.E.; Angelo Brown, Ed.D.; Andreas Luescher, Ph.D.;

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The College of Technology offers the Master of [Industrial Technology](#) (M.I.T.) which is designed for individuals interested in manufacturing technology or construction management and technology.

The manufacturing technology specialization includes study of advanced level automation and production systems, instrumentation and control, engineering design with emphasis on computer-aided design, computer-integrated manufacturing, quality sciences, and related advanced course work.

The construction management and technology specialization includes study of advanced level construction contract management, program management, management models for construction operations, cost control, construction risk management, and related advanced course work.

The Master of Industrial Technology degree is designed to accommodate the needs of students and to respond to the requirements of industry for advanced technical and managerial personnel. The program is based on the need to effectively integrate technology and business operations created by advanced technology tools, new materials, computer graphics, and manufacturing and construction practices. The program addresses requirements for quality and better product and system design. It also addresses the need for increased productivity, conservation of energy, and resources. The design of advanced course work is dictated by the effect of these changes on leadership functions of technical managers.

The Master of Industrial Technology provides opportunities for students to engage in applied technical research. The outcomes of such activity add to the knowledge of relevant practice or solve immediate problems that arise in the work place.

### **Prerequisites to Graduate Work**

The program is designed to serve graduates of recognized bachelor's degree programs in industrial technology and engineering technology, as well as graduates of other degree programs who wish to undertake professional studies in technology.

Applicants must have the appropriate distribution of undergraduate course work. Minimally, this includes 20 semester hours in a relevant technology or engineering field, 12 semester hours in business operations, and 15 semester hours of other courses including applied calculus, physics or chemistry, applied statistics, and computer science.

### **Admission Procedure**

Applicants seeking admission to the Master of Industrial Technology program should follow the instructions outlined in the "Graduate Admission" section of this catalog. Applicants must present an undergraduate grade point average of no less than 3.0 on a 4.0 scale.

#### *Degree Requirements*

##### **Master of Industrial Technology**

The time required to complete the program varies from one-and-a-half to two years of full-time study. Part-time students must adjust their schedule for completion accordingly.

Students may pursue the degree under one of two plans.

Plan I: Under this research-centered plan, candidates must complete a minimum of 33 semester hours of graduate credit and a thesis equivalent to an additional six semester hours. Within the 33 semester-hours requirement, opportunities exist for internships and research in industry.

Plan II: Under this course-centered plan, candidates must complete a minimum of 33 semester hours of graduate credit and a major project equivalent to an additional six semester hours. Within the 33 semester-hour requirement, opportunities exist for internships and research in industry.

The Master of Industrial Technology program consists of four components. Specific courses that meet the component requirements are selected by the student in consultation with and approval of the graduate advisor. The four components are:

(1) the technology core (nine credits) which consists of course work in research and

development, management models for technical operations, and organizational communication;

(2) the technology concentration (15 credits) which consists of course work in the following specialization areas:

(a) manufacturing technology including advanced level automation and production systems, instrumentation and control, engineering design with emphasis on computer-aided design, computer-integrated manufacturing, quality sciences and related advanced course work. Students in the manufacturing specialization may choose a concentration in Quality Systems delivered by distance course work; or

(b) construction management and technology including advanced level construction contract management, program management, cost control, construction risk management, and related advanced course work;

(3) business operations (nine credits) which consists of statistics and course work selected through advisement from operations research or organizational theory and behavior; and

(4) the synthesis experience (six credits) options that are determined based upon the student's choice of Plan I or Plan II. Plan I requires a thesis and Plan II requires a major project. In this activity, the student synthesizes and applies knowledge derived from the program to solve complex human-machine problems or to analyze and develop prototype mechanisms or systems.

Application of technology and business operations to the solution of human, machine, or technical management problems is also integrated. Problems for thesis or major projects derived from the work place are encouraged.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Technology Systems use the prefixes: ARCH, C&TE, DESN, ECT, ENVR, TECH, and VCT.

# Theatre

[Ronald E. Shields](#), Chair  
[Jonathan Chambers](#), Graduate Coordinator  
338 South Hall  
Phone: 419-372-2222

## Degrees Offered

Master of Arts; Master of Arts in Teaching; Doctor of Philosophy

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## Graduate Faculty

|                       |  |
|-----------------------|--|
| Professors:           | F. Scott Regan, Ph.D.; Ronald Shields, Ph.D.   |
| Associate Professors: | Bradford Clark, M.F.A.; Margaret McCubbin, M.F.A.; Lisa Wolford, Ph.D.   |
| Assistant Professors: | Cynthia Baron, Ph.D.; Jane Barnette, Ph.D.; Steven Boone, M.F.A.; Jonathan Chambers, Ph.D.; Michael Ellison, Ph.D.; Lesa Lockford, Ph.D.; Denise Menchaca, Ph.D.; Marcus Sherrell, M.F.A.; Daniel Williams, M.F.A. |

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The Department of Theatre and Film offers graduate programs in Theatre leading to the degrees of Master of Arts, Master of Arts in Teaching, and Doctor of Philosophy. The goal of the graduate programs in theatre is to enhance the knowledge, research and writing skills, and artistic ability of students to enable them to function effectively as scholars, teachers, and artists. Academic studies, research, and production experiences are designed to meet the individual needs and interests of students.

The M.A. program is designed to relate basic ideas in theatre history, theory, and criticism to creative production in an effort to prepare students for futures in education, professional study, or further graduate study. The M.A.T. degree is for individuals planning to continue a teaching career, principally in the K-12 setting. The doctoral program is for those students planning careers as faculty members in higher education. The Ph.D. program focuses on developing students' abilities to do teaching, research, and writing in an area of specialization.

## Prerequisites to Graduate Work

Applicants to the M.A. program must hold a bachelor's degree from an accredited institution and present a satisfactory academic record. Admission usually requires 36 quarter hours or 24 semester hours of undergraduate work in theatre, including courses in acting, directing, technical theatre, and dramatic literature. Applicants with undergraduate majors in fields other than theatre will be considered for admission on an individual basis and may be required to take specified remedial undergraduate course work.

Applicants to the M.A.T. program must have at least one year of teaching experience and hold a valid teaching certificate. M.A.T. students are required to take 36 semester hours of course work of which 24 hours must be in theatre and 12 hours must be in education.

Applicants to the Ph.D. program must hold a master's degree and present a record indicating potential for successful, advanced scholarly and creative work. Applicants are expected to have completed M.A. courses in research methodologies, theatre history, theatrical production, theory and criticism, and dramatic literature. The graduate selection committee will review the records of all incoming doctoral students in accordance with their declared interests and, if necessary, the doctoral applicant may be required to take specified remedial master's level course work.

### **Admission Procedure**

Applicants seeking admission to the graduate programs in theatre should follow the instructions outlined in the "Graduate Admission" section of this catalog. In addition, applicants must submit a resume outline educational and professional experiences and a sample of research writing.

### *Degree Requirements*

#### **Master of Arts**

The M.A. degree in theatre is offered under two plans.

Plan I: Candidates must complete 32 semester hours of graduate credit and write a thesis demonstrating an ability to carry on research or independent creative activity. Students must pass an oral examination over the thesis.

Plan II: Candidates must complete a minimum of 32 semester hours of graduate credit and prepare and defend a portfolio of creative/research/pedagogical materials.

Students are encouraged to have summer stock theatre experience as part of the master's degree program. They may gain the experience through the Department's summer stock theatre or demonstrate evidence of a comparable experience elsewhere. Details of requirements for the M.A. degree are found in the department's M.A and M.A.T. Program Handbook.

#### **Master of Arts in Teaching**

The M.A.T. in Theatre requires students to complete 36 semester hours of course work of which 24 hours must be in theatre and 12 hours must be in education. The purpose of the course sequence in theatre is to connect theatrical practice and pedagogical study. Materials generated through these classes should be revised for inclusion in the required M.A.T. portfolio. During the final semester before graduation, the completed M.A.T. portfolio will be submitted to the theatre graduate faculty for review. This portfolio review session and oral defense serve as the final comprehensive exam for this degree.

#### **Doctor of Philosophy**

Students must complete 64 semester hours of graduate credit beyond the master's degree, which includes dissertation credit. Students must also fulfill a research tool requirement (totaling nine semester hours, in other departments). The student must demonstrate that the courses taken to fulfill the research tool requirement are essential preparation for the research and writing of the dissertation. Semester hours earned by fulfilling the research tool requirement do not count towards the required 64 semester hours of post-master's graduate credit.

The doctorate is granted after candidates pass an oral defense of the dissertation. The dissertation must be an appropriate culmination of the candidate's program of study, and represent scholarly research and writing appropriate in method and subject to the degree program. Details of requirements in addition to the dissertation are found in the department's Ph.D. Handbook.

Students are required to demonstrate proficiency in pedagogy, research, and theatre production through formal course work and practica. Whenever appropriate, students are encouraged to participate in professional conventions and/or publish their research findings.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Department of Theatre use the prefix: THFM.

# Women's Studies

[Vikki Krane](#), Director/Graduate Coordinator  
226 East Hall  
Phone: 419-372-7133 or 372-2620

## Degree Offered

Graduate Certificate in Women's Studies

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## Affiliated Graduate Faculty

|   |   |
|---|---|
| Professors:                               | Ellen Berry, Ph.D. (English); Sherlon Brown, Ph.D. (Intervention Services); M. Neil Browne, Ph.D. (Economics); Alice Calderonello, Ph.D. (English); Vikki Krane, Ph.D. (Human Movement, Sport, and Leisure Studies); Vivian Patraha, Ph.D. (English); Philip Terrie, Ph.D. (English)  |
| Associate Professors:                     | Lillian Ashcraft-Eason, Ph.D. (History); Khani Begum, Ph.D. (English); Kris Blair, Ph.D. (English); Rachel Buff, Ph.D. (History); Robert Buffington, Ph.D. (History); Radhika Gajjala, Ph.D. (Communication Studies); Piya Pal Lapinski, Ph.D. (English); Linda Pertusati, Ph.D. (Ethnic Studies); Vickie Rutledge Shields, Ph.D. (Telecommunications); Lisa Wolford, Ph.D. (Theatre); Opportune Zongo, Ph.D. (Romance Languages) |
| Assistant Professors:                     | Deborah Alvarez, Ph.D. (English); Haithe Anderson, Ph.D. (Educational Foundations and Inquiry); Cynthia Baron, Ph.D. (Theatre); Liette Gidlow, Ph.D. (History); Beth Greich-Polelle, Ph.D. (History); Bettina Heinz, Ph.D. (Communication Studies); Lesa Lockford, Ph.D. (Theatre); Eithne Luibheid, Ph.D. (Ethnic Studies); Nancy Spencer, Ph.D. (Human Movement, Sport, and Leisure Studies)                                    |
| Steering Committee                        | Khani Begum (English), Kathleen Farber (Educational Foundations and Inquiry), Liette Gidlow (History), Julie Haught (English), Vikki Krane (Human Movement, Sport, and Leisure Studies), Jeannie Ludlow (Women's Studies), Vickie Rutledge Shields (College of Arts and Sciences, Telecommunications), Leigh Ann Wheeler (History), Opportune Zongo (Romance Languages), and one Graduate Assistant Representative                |
| <i>Jointly-Appointed Graduate Faculty</i> | Professor - Kathleen Farber, Ph.D. (Educational Foundations and Inquiry)  |

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Graduate work in Women's Studies may be pursued several ways. Students may complete the graduate certificate in conjunction with another graduate program or as a stand-alone credential.



### *Graduate Certificate in Women's Studies*

The Graduate Certificate in Women's Studies brings together scholars and graduate students across the University actively engaged in interdisciplinary feminist scholarship. The certificate offers an official acknowledgement of training and expertise in the field of women's and gender studies. The certificate program provides students with knowledge of a unified approach to the study of fundamental issues in sex and gender studies. Students examine how sex and gender have been reflected in culture across time; how they shape institutions as well as personal experience; how they interact with issues such as race, ethnicity, and socioeconomic class; and how new ways of thinking about gender challenge the processes by which knowledge about human beings and our behavior is acquired, interpreted, and transmitted. Such a program offers the possibility of cross-disciplinary influence and collaboration, extra-departmental collegiality and support, and professional certification in this rich field of study.

The graduate certificate in women's studies is intended to supplement professional training in a wide variety of fields. As a stand-alone credential, the certificate is designed for individuals working in fields related to women's health care and well being (such as battered women's shelters and women's clinics), advocacy for women (such as in legal and social services professions), and elementary, high school, and community college teachers. This option is designed for returning, non-traditional students.

The certificate may be pursued as a major or minor area of concentration within established graduate degree programs at BGSU, such as American Culture Studies (consult with individual graduate programs when pursuing this option). In this type of program, students take courses with a gender focus through their master's or doctoral programs as well as courses in women's studies.

The certificate acknowledges formal training and expertise in issues of cultural diversity, gender equity, feminist theory, feminist methodology, and the infusion of gender into all psychological, social, and mediated relationship.

### **Admission Procedures**

Students must apply to the Graduate College for general admission. Admission forms are available at the women's studies program office at 226 East Hall. GRE scores are not necessary for the stand-alone certificate.

In addition to the application required by the Graduate College, applicants to the certificate program must submit the following to the women's studies program: (1) two letters of recommendation from recent instructors, employers, or other individuals qualified to evaluate probable success in the program, (2) a brief statement of intent delineating the purpose for enrolling in the program, (3) a brief personal statement outline career goals. Careful attention is given to these materials.

### **Admission Requirements**

Students who wish to be admitted to the graduate certificate program in women's studies must meet at least one of the following requirements:

- (1) be enrolled in a graduate program at BGSU;  
or, for the stand-alone certificate:
- (2) hold a bachelor's degree with a 3.0 minimum grade point average;
- (3) have completed a graduate degree in any area.

### **Certificate Requirements**

The certificate program consists of five courses plus a one credit hour independent research project distributed between required and electives courses across a range of disciplinary areas plus a one credit hour research capstone course.

All students must successfully complete WS 620, Feminist Theory (3 credits) or a graduate course with equivalent content. As a capstone to the certificate program, all students must also successfully complete one credit hour of WS 786, Independent Study in Women's Studies, working with their certificate program advisor.

The remaining four courses may be selected from an approved list of graduate-level courses offered by women's studies or cross-listed by other departments and programs. To help ensure that students obtain a broad interdisciplinary course of study, no more than two of these elective courses may be taken in any single department/program. At least one elective course must be at the 700 level.

### **Certificate Program Advisors**

Each student admitted to the women's studies certificate program will be assigned a temporary certificate advisor. The student may change advisors at anytime during his/her course of study, but must have a permanent certificate program advisor in place before commencing his/her one credit hour capstone research project. Women's studies certificate program advisors will be graduate faculty in good standing who are closely affiliated with the women's studies programs as joint appointments, members of the Women's Studies Advisory Committee, and/or faculty members who teach courses in the certificate program, who agree to serve in this capacity.

### **Transfer Credit**

Continuing graduate students may receive credit for up to five approved courses toward the certificate. Students who have completed degrees and are returning for the certificate may transfer no more than six hours of credit. The rules regarding transfer hours will be the same for certificate programs as they are for other degree programs.

### **Time to Completion**

The graduate certificate in women's studies must be completed within four years from the

semester date that the first course is taken, including transfer credit.

The certificate is awarded upon the completion of five approved courses plus a one credit hour research capstone course. The graduate certificate in women's studies will appear on the student's official transcript. Further, individuals will receive a diploma-style certificate from the women's studies program upon completion.

### **Crosslisted Courses**

Three to five graduate-level women's studies courses are typically offered each semester. The majority of these courses are crosslisted with other programs. Please contact the Women's Studies program for an example of an approved list of courses offered consistently over the past five to seven years.

### **Graduate Courses**

Please access graduate courses online at <http://webapps.bgsu.edu/courses/search.php>. Graduate courses offered by the Women's Studies Program use the prefix: WS