

Catalog Home

2011-2012 Graduate Catalog

www.tamu-commerce.edu

An Equal Opportunity University

It is the policy of Texas A&M University-Commerce to recruit, hire, and promote for all university academic and nonacademic staff without regard to race, color, national origin, sex, handicap, or age; except where sex, handicap, or age is a bonafide occupational qualification. Admission to A&M-Commerce is based upon stated academic requirements regardless of race, creed, color, national origin, sex, or age.

Directory Information and Its Release

In compliance with Section 438 of the General Education Provisions Act (Title IV of Public Law 90-247 as amended) and generally known as the Privacy Rights of Parents and Students, effective November 19, 1974, Texas A&M University-Commerce gives notice that the following directory information may be released upon request: student's name, address (permanent, local, or email), telephone listing, date and place of birth, major field of study, minor field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

Any student who objects to the release of the directory information on file must notify the Registrar's Office, Administration Building, in writing, that he or she does not wish to have such information released. This request will be honored, and the information will be held confidential by the Registrar's Office. Any questions concerning this policy may be directed to the Registrar's Office, Administration Building, Texas A&M University-Commerce, Commerce, Texas 75429.

University Statement of Policies

The policies, procedures, and regulations governing the conduct of students at A&M Commerce are outlined in the *Student Guidebook*. Copies of the *Guidebook* are available at the time of registration, and additional copies are available from the Dean of Students Office and the Student Life Office. It is the responsibility of the student to make himself/herself aware of said policies. Disciplinary matters are handled by the Dean of Students Office. University policies and procedures are subject to change without prior notice.

For More Information

For additional information about a specific department or office at A&M-Commerce, write to that office c/o Texas A&M University-Commerce, Commerce, Texas 75429.

Texas A&M University-Commerce reserves the right to change regulations, rules, procedures, and fees in this catalog at any time during the period this publication is in effect. Effective date of this Graduate Catalog is fall 2011. Graduate students are expected to be familiar with all University policies, regulations, rules, and procedures that affect admission, retention, and graduation. Official rules and procedures are maintained and updated on the University website at <http://www.tamu-commerce.edu/administration/policies/>.

Texas A&M University-Commerce
P.O. Box 3011
Commerce, Texas 75429-3011

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Commerce, Texas 75429
Nonprofit Organization

Texas A&M University-Commerce

is accredited by the

Commission on Colleges of the Southern Association of Colleges and Schools

to award bachelors, masters, and doctoral degrees.

Contact the Commission on Colleges at 1866 Southern Lane, Decatur,

Georgia 30033-4097 or call 404-679-4500 for questions about

accreditation of Texas A&M University-Commerce.

Texas A&M University-Commerce

has programs accredited by

AACSB, The International Association for Management Education,

ABET Engineering Accreditation Commission,

American Chemical Association,

Council for Accreditation of Counseling and Related Educational Programs,

Council on Social Work Education,

Masters in Psychology Accreditation Council,

National Association of Schools of Music,

National Association of Industrial Technology,

National Athletic Trainer Association,

Texas State Board for Educator Certification, and

is a member in good standing of the

American Association of Colleges for Teacher Education,

American Association of State Colleges and Universities,
American Association of University Women,
Associate of Texas Colleges and Universities,
Association of Texas Graduate Schools,
Commission on Accreditation of Allied Health Education Programs,
Council for Higher Education Accreditation,
Council of Colleges of Arts and Sciences,
Council of Graduate Schools in the United States,
Federation of North Texas Area Universities,
Inter-University Council of the North Texas Area,
National Commission of Accrediting,
National Council of University Research Administrators,
Texas Association of Black Personnel in Higher Education,
Texas Association of Chicanos in Higher Education, and
Teacher Education Council of State Colleges and Universities.

The provisions of this catalog do not constitute a contract, expressed or implied, between any applicant, student, faculty or staff member of Texas A&M University-Commerce or The Texas A&M University System. This catalog is for informational purposes only. The University reserves the right to change or alter any statement herein without prior notice. This catalog should not be interpreted to allow a student that begins his or her education under the catalog to continue the program under the provisions of the catalog.

Students are held individually responsible for the information contained in the University Catalog. Failure to read and comply with University regulations will not exempt students from whatever penalties they may incur.

Official 2011-2012 University Calendar*

Click on any of the following links for information:

- [Fall Semester 2011](#)
- [Winter Mini 2012](#)
- [Spring Semester 2012](#)

- May Mini 2012
- Summer I 2012
- Summer II 2012
- August Mini 2012

Fall Semester 2011

Fall Assembly	August 25
Payment Deadline	August 26
Orientation & Registration—International Students	August 25
Registration continues	August 29- September 1
First Class Day	August 29
Graduation Application filing period	August 29-September 16
Labor Day Holiday	September 6
Last day to register or change schedules	August 29
Schedules removed for nonpayment of tuition/fees for Fall 2011	September 14
Last day to drop a class with refund, if remaining enrolled	September 14
Homecoming	October 22
Last day a Doctoral Dissertation can be defended for Fall Graduation	October 28
Graduation Fair- Commerce Campus	November 9 - 10
Graduation Fair- Mesquite Metroplex Center	November 11
Final submission date for Master's Comprehensive Exam Report	November 4
Final submission date for Thesis and Dissertations	November 4
Thanksgiving Holiday	November 24 - 25
Classes resume following holiday	November 28
Last day to drop while still remaining enrolled	November 3
Last day to withdraw from school	December 2
Last Class Day	December 9

Final exams	December 10 - 16
Commencement	December 17

Winter Mini 2012

Payment deadline	December 16
First Class Day	December 19
Last Day to register or change schedules	December 19
Schedules removed for nonpayment of tuition/fees for Winter Mini 2011	December 20
Last Class Day	January 9

Spring Semester 2012

Spring Assembly	January 12
Orientation & Registration—International Students	January 12
Payment deadline	January 13
Registration continues	January 17-21
First Class Day	January 17
Graduation Application filing period	January 17-February 3
Last day to register or change schedules	January 17
Holiday, Martin Luther King Day	January 16
Schedules removed for nonpayment of tuition/fees for Spring 2012	February 1
Last day to drop a class with refund, if remaining enrolled	February 1
Residence halls close for Spring Break at 5 p.m.	March 9
Spring Break	March 12 - 16
Classes resume following Spring Break	March 19

Last day a Doctoral Dissertation can be defended for Spring Graduation	March 23
Graduation Fair- Commerce Campus	
Graduation Fair- Mesquite Metroplex Center	
Graduate Expo- Mesquite Metroplex Center	
Alumni Forum	April
Final submission date for Master's Comprehensive Exam Report	March 30
Final submission date for Thesis and Dissertations	March 30
Last day to drop while still remaining enrolled	March 30
Last day to withdraw from school	April 27
Last Class Day	May 4
Final exams	May 7 - 11
Commencement	May 12

May Mini 2012

Payment Deadline	May 11
First Class Day	May 14
Last day to register or change schedules	May 14
Schedules removed for nonpayment of tuition/fees for May mini 2012	May 15
Last Class Day	May 30

Summer I 2012

Holiday, Memorial Day	May 28
Orientation for New International Students	June 1
Payment Deadline	June 1

First Class Day	June 4
Graduation Application filing period	June 4 - 15
Registration continues	June 4
Last day to register or change schedules	June 4
Last day to drop a class with a refund, if remaining enrolled	June 7
Schedules removed for nonpayment of tuition/fees for Summer I, 2012	June 7
Last Day a Doctoral Dissertation can be defended for Summer Graduation	June 22
Last day to drop while still remaining enrolled	June 21
Last day to withdraw from school	June 28
Holiday, Independence Day	July 4
Final submission date for Master's Comprehensive Exam Report	July 1
Final submission date for Thesis and Dissertations	July 1
Final exams and last day of classes for Summer I	July 5

Summer II 2012

Payment Deadline	July 6
Final submission date for Master's Comprehensive Exam Report	July 1
Final submission date for Thesis and Dissertations	July 1
Schedules removed for nonpayment of tuition/fees for Summer II, 2012	July 12
First Class Day	July 9
Registration continues	July 9-10
Graduation Fair- Commerce Campus	July 18-19
Graduation Fair- Mesquite Metroplex Center	July 21
Last day to register or change schedules	July 9
Last day to drop a class with a refund, if remaining enrolled	July 12

Last day to drop while still remaining enrolled	July 26
Last day to withdraw from school	August 2
Final exams and last day of classes for Summer II	August 9
Commencement	August 11

August Mini 2012

Payment Deadline	August 9
First Class Day	August 10
Last day to register or change schedules	August 10
Schedules removed for non-payment of tuition/fees for Aug. Mini 2012	August 13
Last Class Day	August 24

***This calendar is subject to revisions. For the most current calendar, please visit the university website at www.tamu-commerce.edu/registrar_office/calendar.asp.**

Introduction to the University

Click on any of the following links for information:

- Overview of Campuses
- Our History
- Texas Higher Education Coordinating Board
- Our Vision
- Our Mission
- Our Programs
- Cooperative Alliance Among Universities
- Campus Facilities
- University Police Department

Overview of Campuses

Texas A&M University-Commerce is a multi-campus university with over 8,000 students in Commerce and the Metroplex Center in Mesquite that provides graduate courses to a large Dallas/Ft. Worth constituency. Courses also are offered at Navarro

College in Corsicana, Navarro College in Midlothian, and the Universities Center at Dallas (downtown). This catalog serves the graduate student population of all five campuses.

In addition to classes that are taught in the traditional classroom setting on the Commerce campus and at off-campus sites, a large array of graduate courses are offered via telecommunications and by internet-based instruction.

Texas A&M University-Commerce

Hwy 50, Commerce, Texas

903-886-5163

Texas A&M University-Commerce main campus covers 1,883 acres, and the 140-acre campus proper is located eight blocks southwest of Commerce's business center. The town of Commerce has a population of 8,650 and is located 65 miles northeast of Dallas, one of the world's leading metropolitan areas. Surrounding the Commerce campus are several recreational lake areas. Commerce is in Hunt County, and Greenville, the county seat, has a population of more than 25,700 and is located just 14 miles west of Commerce.

Texas A&M University-Commerce Metroplex Center

2600 Motley Dr., Mesquite, Texas

972-613-7591

Texas A&M University-Commerce Metroplex Center is conveniently located between I-30, LBJ 635 and Hwy 80 in Mesquite, approximately 1.4 miles south of Eastfield Community College. This facility consists of 15 traditional classrooms, three distance learning rooms, two computer labs, a teaching computer lab, seminar area, library, bookstore, conference room and faculty/staff offices. This facility is shared by Texas A&M University-Commerce and the Mesquite Independent School District. Available through study at this facility are master's degrees in educational leadership, elementary education, secondary education, special education, and global e-learning as well as courses supporting other programs. Onsite security and free parking are provided.

Navarro Partnership Program

Navarro College, 3200 W. 7th Ave., Corsicana, Texas

903-875-7617

This partnership offers a four-year undergraduate program in education, a Master of Education in Elementary Education, a Master of Science in Secondary Education, as well as graduate courses supporting other programs.

Navarro College Partnership

899 Mt. Zion, Midlothian, Texas

972-775-7231

Texas A&M University-Commerce and the Navarro College District Partnership offer the Bachelor of Science Degree in Interdisciplinary Studies for EC-4th grade and the Bachelor of Applied Arts and Science Degree in Midlothian, Texas. Navarro will offer the basic courses students need for Freshman and Sophomores, while Texas A&M University-Commerce will offer the courses for Juniors and Seniors.

Universities Center at Dallas (UCD)

**1901 Main St. Suite 422, Dallas, Texas
214-915-1900**

Universities Center at Dallas comprises three universities: Texas A&M University-Commerce, the University of North Texas, and The University of Texas at Arlington. UCD in Downtown Dallas offers degrees for residents and working professionals in one convenient location from the best universities in DFW! You can complete your bachelors, earn your masters, or work towards your doctorate evenings and weekends. The Center is connected to the walkway and tunnel system linking downtown buildings. It offers secured access and public parking and is served by DART bus routes and the RAIL. Office hours are Monday through Friday, 8:30 a.m.-5:00 p.m.

International Studies Program

903-468-6034

Texas A&M University-Commerce promotes a number of international studies programs as part of its globalization strategy. Students have the opportunity to participate in the British Studies Program (London), Spanish Culture and Language in Spain (Madrid or Valladolid), Bilingual/ESL Education (Cuernavaca, Mexico) and Global Business (China). Other programs are available in Australia, Austria, China, Costa Rica, Czech Republic, England, France, Germany, Ireland, Italy, Peru, Russia, South Africa, and Spain. For information on these and other international studies programs, contact the director of International Studies.

Our History

Texas A&M University-Commerce began as East Texas Normal College in 1889, when founder William Leonidas Mayo opened the doors to a one-building campus in Cooper. His creed, which continues today, was “ceaseless industry, fearless investigation, unfettered thought, and unselfish service to others.” The institution’s history of dynamic change began in 1894 when “Mayo’s College” moved to Commerce. The state of Texas took over the campus in 1917 and the name was changed to East Texas State Normal College. In 1923, the school was renamed East Texas State Teachers College. The graduate program was added in 1935, and in 1957 the Legislature, recognizing that the purpose of the institution had broadened from teacher education, changed the name to East Texas State College. Following the inauguration of the first doctoral program in 1962, the school became East Texas State University. In 1996, the institution joined The Texas A&M University System and became Texas A&M University-Commerce. Today, at the Commerce campus, the Mesquite Metroplex Center, the Universities Center at Dallas, Navarro College Partnership, and through state-of-the-art telecommunications and internet-based instruction, the University meets the undergraduate, graduate, and professional needs of the citizens of Northeast Texas and beyond. Its mission is achieved through teaching, scholarly activities and research, and service activities on its campuses and in the community and region.

Texas Higher Education Coordinating Board

The Texas Higher Education Coordinating Board is the state agency, created by the Texas Legislature in 1965, that is charged with providing “leadership and coordination for the Texas Higher Education system to achieve excellence for the higher education of Texas students.” The Board exercises its leadership and oversight responsibilities through a variety of means that include making recommendations to the state for the enhancement of higher education, approving or disapproving degree programs, and establishing policies for the efficient use of the state’s higher education resources.

Our Vision

Texas A&M University-Commerce will be recognized as a premier regional university, distinctive for high expectations, a nurturing environment, and innovations in the enhancement of learning to produce graduates who distinguish themselves in their chosen careers and as active, contributing members of society.

By focusing on access, participation, and success of students in quality undergraduate and graduate degree programs, Texas A&M University-Commerce will become the university of choice for those seeking a higher education in the Northeast Texas area. As a result, Texas A&M University-Commerce will be recognized for the creation of partnerships and initiatives that promote intellectual, social, environmental, economic, and cultural advancement of the region and state.

Our Mission

Texas A&M University-Commerce provides a personal educational experience for a diverse community of life-long learners. Our purpose is to discover and disseminate knowledge for leadership and service in an interconnected and dynamic world. Our challenge is to nurture partnerships for the intellectual, cultural, social, and economic vitality of Texas and beyond.

Our Programs

Texas A&M University-Commerce offers graduate programs in 22 academic departments with more than 40 major areas of study. Five departments offer six doctoral degrees.

Graduate degrees now offered by A&M-Commerce are:

Master of Arts	Master of Music	Specialist
Master of Business Administration	Master of Science	Doctor of Education
Master of Education	Master of Science in Finance	Doctor of Philosophy
Master of Fine Arts	Master of Social Work	

The Graduate School is one of five academic divisions of the University. The other divisions are the College of Science, Engineering and Agriculture, the College of Humanities, Social Sciences and Arts, the College of Business, and the College of Education and Human Services.

The College of Humanities, Social Sciences and Arts includes the departments of Art; History; Literature and Languages; Mass Media, Communication, and Theatre; Mathematics; Music; Political Science; and Sociology and Criminal Justice.

The College of Science, Engineering and Agriculture includes the departments of Agricultural Sciences; Biological and Environmental Sciences; Chemistry; Computer Science and Information Systems; Physics; Industrial Engineering and Technology.

The College of Business contains the departments of Accounting and Finance; Business Administration and Management Information Systems; and Marketing and Management.

The College of Education and Human Services comprises the departments of Counseling; Curriculum and Instruction; Educational Leadership; Health and Human Performance; Psychology and Special Education; and Social Work.

Within these four colleges, major disciplines at the master's level are accounting, agricultural sciences; agriculture education; applied criminology; art; art in teaching; biological sciences; broadfield sciences; business administration; chemistry; computer science; counseling; early childhood education; educational administration; educational technology; English; elementary education; finance; global E-learning; health, kinesiology, and sports studies; higher education; history; interdisciplinary studies; management; marketing; mathematics; music; physics; political science; psychology; reading; secondary education; social work; sociology; Spanish; special education; technology management; theatre.

Major areas of study leading to a doctoral degree include counseling; educational administration; educational psychology; English; and supervision, curriculum, and instruction-elementary education; and supervision, curriculum, and instruction-higher education.

** Pending Final Coordinating Board Approval*

Cooperative Alliance Among Universities

Academic Common Market

The Academic Common Market (ACM) is an interstate agreement for sharing academic programs through an exchange of students across state lines. Students have access to selected programs not offered in their home states without having to pay nonresident tuition charges. Each of the participating states has designated a state coordinator for the program. In addition, each institution that has one or more academic programs in the ACM has named an institutional coordinator as contact person for that institution. Contact the Office of Graduate Studies and Research for additional information.

Federation of North Texas Area Universities

The Federation of North Texas Area Universities, created by the Texas Higher Education Coordinating Board, is a consortium composed of Texas A&M University-Commerce, Texas Woman's University, and the University of North Texas. The Federation is designed to strengthen the resources of higher education in north central Texas through interinstitutional cooperation in graduate research and instruction. To this end, the Federation universities offer joint educational opportunities to their students in numerous program areas with some universities authorized to grant degrees and others authorized to provide support services for the degree programs. The following degrees are awarded through the Federation of North Texas Area Universities:

- MFA in art
- MA, MS in computer science
- MA, MS in interdisciplinary studies
- MA, MS, MEd in reading
- MA, MS, MEd in early childhood education

A student who wishes to enroll in one of the above programs should submit an application to the A&M-Commerce Office of Graduate Studies and Research.

Pathways to the Doctorate Program

The Pathways to the Doctorate Program is dedicated to increasing the number, quality, and diversity of doctoral graduates across all disciplines within The Texas A&M University System. The goal is to attract high-achieving students within The Texas A&M University System to pursue careers in higher education. Consisting of nine universities as well as the Health Science Center, The Texas A&M University System spans the State of Texas. This enables the System to recruit top students from a variety of geographical, socioeconomic, racial, ethnic, and cultural environments. Through a variety of activities such as seminars and workshops, inter-institutional exchange programs, a mentoring program, and an annual research symposium with system-wide participation, the Pathways program aims to

- Create a pathway for talented students from Texas A&M University-Commerce who wish to pursue graduate education at any of the other System campuses.
- Attract quality graduate students to Texas A&M University-Commerce from other System campuses to pursue doctoral studies unavailable at other campuses.
- Foster opportunities for faculty, graduate students, and undergraduate students to collaborate on innovative research and interpersonal communications skills.

- Enlighten and encourage students and teachers (K-12 through college) to see that science and technology are essential for leading a life of discovery and fun.
- Help meet faculty needs as postsecondary enrollment grows and current faculty retire.

Additional information is available from major department heads, the Dean of Graduate Studies and Research, and the Pathways to the Doctorate webpage at www.tamus.edu/pathways.

The Texas A&M University System and The University of Texas System

A cooperative arrangement between The University of Texas System and The Texas A&M University System allows graduate students at one institution to use unique facilities or courses at other institutions with little paperwork. The graduate student registers and pays tuition and fees at the home institution and may retain any fellowship or financial assistance awarded by it. Space must be readily available, and the instructor or laboratory director of the proposed work must consent to the arrangement. In addition, approval must be given by the graduate dean of each institution.

Campus Facilities

James G. Gee Library and Other Research Facilities

903-886-5731

The James G. Gee Library, named for Texas A&M University-Commerce's fifth president, is the academic center of campus. The online catalog, which is Internet accessible, provides access to the library's collection containing over 1.8 million monographs, periodicals, microforms, and other processed materials including non-print media. This total includes collections of juvenile and young people's literature, archival materials, curriculum materials, and maps. The university has been a depository for federal government publications since 1937 and for Texas state documents since 1963.

In support of undergraduate and graduate programs, the library provides free access to enrolled A&M-Commerce students, faculty, and staff to more than electronic databases, including full-text electronic resources, via the web. An interlibrary loan service delivers books and articles to Gee Library from libraries throughout the world. Viewing machines are available for microform items, and reader-printers enable students to obtain hard copy of microform materials. Photocopy machines are also available in the library as well as an account management kiosk for university Lion Cards.

A&M-Commerce Library is a member of the AMIGOS Bibliographic Council, and TexShare. These alliances allow A&M-Commerce students access to all state-supported academic libraries plus many of the regional private universities as supplementary resources to the Gee Library collections. The library computer laboratory, located on the first floor, is available to all students. The lab provides internet access along with computers, printers, and software for word processing, spreadsheets, and reports. Laptops and digital multimedia equipment including cameras, recorders, and studio space are also available.

Among other research facilities at A&M-Commerce are the laboratories for arts and sciences and the University Farm.

Technology Services

903-468-6000

Technology Services (formerly CTIS), located in room 156 of the Business Administration Building, is the centralization of automated data processing, academic computing, academic research, telecommunications, computer hardware, and application support. Technology Services is responsible for the integrity, security, and reliability of all academic and administrative information that supports and enhances the A&M-Commerce campus.

Technology Services is staffed to provide systems analysis, programming, data preparation, and computer processing for all divisions. Telecommunications performs installation and maintenance of copper and fiber-optic cable plants that provide voice, video, and data service to the core campus and the residence halls. Internet access is available in every occupied building through a traditional wired network as well as an expanding wireless network that covers many of the academic buildings. Off-campus Internet access is made available to students, faculty, and staff through dial-up modems or a virtual private network service for broadband users. Technology Services provides a one-stop shop for supporting PC and Macintosh hardware, software, and Internet applications.

Alumni Relations

903-886-5765

The Office of Alumni Relations is responsible for maintaining positive relationships between the University and its more than 60,000 alumni. The office plans and conducts an array of special events to maintain contacts and recognize alumni, including class and organization reunions, commencement receptions, alumni chapter activities, the Alumni Ambassador Forum, and the annual Homecoming celebration. The Alumni Relations Office is housed in the Alumni Center and serves as the headquarters for the Texas A&M University-Commerce Alumni Association and supports the operation of the Association Board of Directors. A variety of services are provided to individual alumni and groups. This office maintains addresses and other data files on the alumni constituency. Records maintained include membership in campus organizations, degrees and majors, biographical data, and employment information. All A&M-Commerce graduates are placed automatically on the mailing list of the Alumni Association. Alumni Relations also facilitates production of the *Pride*, the quarterly magazine for alumni and friends of the University. Other programs and services include an affinity credit card program, discounted auto and medical insurance for graduates, legacy scholarship for children of alumni, and recognition of alumni for distinguished achievement and service.

Student Services Building

Built in 1970, the three-story D. Whitney Halladay Student Services Building houses the offices of the Dean of Campus Life and Student Development, Assistant Dean of Campus Life and Student Development, Center for Applied Leadership, Judicial Affairs, Residential Living and Learning, and TRIO Programs.

The Department of Residential Living and Learning at Texas A&M University-Commerce offers a variety of living environments including traditional residence halls, suite-style residence halls, single student apartments, and family housing apartments. The Department of Residential Living and Learning strives to create a living-learning environment in each residence hall that will enable each resident to succeed academically and developmentally. The Department of Residential Living and Learning is located in D. Whitney Halladay Student Services Building. For more information about student housing, see Department of Residential Living and Learning and/or visit the department's website at www.tamu-commerce.edu/housing.

Recreational and Cultural Facilities

Rayburn Student Center

The Rayburn Student Center (RSC) is designed to be a destination, as well as the crossroads for our campus community. Named after Sam Rayburn, our most distinguished alum to date, we seek to be that place where students learn to become successful as leaders, can connect with one another, and get involved through learning, service and creativity.

YOUR HUB FOR A GREAT SOCIAL ATMOSPHERE, ORGANIZATIONS, AND ENTERTAINMENT. This \$25 million building provides modern, state of the art meeting rooms, a food court, game room, dining room, informal lounges, patios and lockers.

SERVICES/RESOURCES:

- First Floor: Welcome Desk, Video Wall, The Club/Game Room, Pride Shop & Copy Services, Campus Bookstore, Convenience Store, Mane Card Office, Campus Dining and Food Court.
- Second Floor: Student Activities & Leadership includes the hub for student organizations, Greek Life, Leadership Engagement and Development (L.E.A.D.), Campus Activities Board, Student Government Association, Scheduling Office and Catering Assistant's Office. A large combo Conference Room and six break out rooms for meetings, luncheons and presentations can be utilized by students, faculty, staff and community guests.

The student center is located on the corner of Neal and Stonewall streets right across from the Science Center. This 92,000 square foot structure contains state of the art technology integrated into its design to promote the very best for presentations, entertainment and everyday functional use.

<http://web.tamu-commerce.edu/studentLife/studentCenter/>

Morris Recreation Center

903-468-3170

The Morris Recreation Center is the focal point of the Texas A&M University-Commerce campus and serves as the "heartbeat" of student life. The \$12 million state-of-the-art recreation facility opened its doors to students, faculty, staff, and the community in the summer of 2003, and has been thriving ever since! Inside of the facility is an impressive climbing wall that soars at forty-five feet, a three lane jogging track, four racquetball courts, two basketball courts, an extensive fitness area with a large variety of cardiovascular machines, a well equipped weight room, a spacious activity room for open and private fitness classes, a classroom, a rest and snack area, and men's and women's locker rooms. The outdoor area, also referred to as the Great Out-Roars, includes a heated leisure pool, a two-tier spa, two sand volleyball courts, two basketball courts, picnic tables, BBQ grills, and a sunbathing area. The Morris Recreation Center offers a large variety of activities and provides a great social atmosphere for the Texas A&M University-Commerce community. Additional information about the "Rec" and the services offered can be found at the department's website: <https://www.tamu-commerce.edu/reccenter/>

Cain Sports Complex

The \$1 million Cain Sports Complex is a great facility that includes a lighted NCAA softball field, a lighted baseball field, two lighted Intramural Sports fields, an informal soccer field, a picnic area, horseshoe pits, a serene lake, and an undeveloped green area.

Adventure Base Area

The Adventure Base is a branch of the Morris Recreation Center's Outdoor Program. It consists of an extensive outdoor challenge course that promises fun for everyone! It boasts over twenty high and low elements that are sure to challenge any team or group. An array of experiential opportunities await you and your team, ranging from camping skills to ecology. For more information on the Adventure Base Area stop by our new Outdoor Resource Center!

Crabtree Tennis Courts

The Crabtree Tennis Court complex is a four court fenced off tennis complex that is open for informal play and tournaments. The complex is well-lit and open 24 hours. Come show us what you've got!

Other Recreational Facilities

A&M-Commerce's Memorial Stadium, which seats 10,000, is used for athletics and other special events. In intercollegiate athletics, A&M-Commerce competes in football, basketball, track and field, cross country, golf, soccer, and volleyball. Texas A&M University-Commerce is a member of the Lone Star Conference of Texas and the National Collegiate Athletic Association (NCAA) Division II.

The Performing Arts Center has two theatres, a revolving stage in the main playhouse, scene shop, dressing rooms, makeup rooms, and studios for the public radio stations KETRFM (100,000 watts) and KKOM and studios for KETV-Television cable Channel 3. The University Playhouse produces several plays during the school year. The Department of Music sponsors 14 musical groups, including A&M-Commerce's Show Band.

The 1,200-seat University Auditorium is housed in the Ferguson Social Sciences Building.

Student publications are *The East Texan*, a weekly newspaper; *A&M-Commerce Special*, a feature magazine; and *Forthcoming*, a magazine of prose and poetry.

More than 100 social, departmental, special interest, and religious organizations offer many opportunities for students.

University Police Department

Emergency—911; Non-Emergency—(903) 886-5868

This office provides police services and all security functions for the university. The University Police Department also provides many services for the faculty, staff, students, and visitors on campus. The department is responsible for investigation of criminal activity, crime prevention programs, safety awareness, public service assistance for motorists, event security, and parking enforcement. The department is responsible for the enforcement of university parking regulations as well as motor vehicle laws. All motor vehicles parking on the Commerce campus must be registered at the cashier and the parking permit properly displayed.

Officers of the department are certified by the State of Texas as commissioned peace officers, the same as other Texas municipal police officers, and have full law enforcement authority.

The department publishes a weekly crime log in order to better inform the University of current crime trends. Anyone wishing more information on crime statistics should contact the University Police or visit our website at www.tamu-commerce.edu/upd/.

The University Police Department is open 24 hours a day for assistance. The office is located on the first floor of Henderson Hall on Monroe Street. Emergency—911; Non-Emergency—(903) 886-5868.

Student Services

Click on any of the following links for information:

- The Assistant Dean of Students
- Student Health Services
- Counseling Center
- Student Housing
- Children's Learning Center
- Services for Students with Disabilities
- Greek Life
- International Student Services
- Veterans' Affairs
- Career Development
- Scholarship Office
- Financial Aid
- Withdrawing on Financial Aid/Return of Title IV Aid
- Satisfactory Academic Progress Policy

Areas of student services and activities at A&M-Commerce are organized and administered by the Office of Student Access and Success. Included in the components are the following:

The Assistant Dean of Students

(903) 886-5153

Working collaboratively with the Assistant Vice President and Dean of Students, the Assistant Dean of Students provides leadership within areas of Student Affairs. The Assistant Dean of Students is responsible for student personnel records, student service fee advisory committee, Student Government Association, the student judicial process, and working with faculty regarding student concerns.

Student Health Services

(903) 886-5853

The Department of Student Health Services and Wellness assists students in achieving and maintaining optimal health by providing compassionate and affordable health care and wellness education. We offer primary health care services including treatment of illness, injuries, mental health and wellness issues, and provide education and encouragement for patients to develop a lifelong approach to preventive and proactive health and wellness behavior. There is no charge for students to see the physician assistant or nurse but there are charges for laboratory testing, x-rays, medications, vaccinations, small procedures and various other services. We do not accept or file insurance. Walk-ins are welcome but you may also make an appointment by calling

903-886-5853. Student Health Services and Wellness is located in Henderson Hall, at the back of campus, and is open Monday through Friday, 8 a.m. to noon and 1 p.m. to 5 p.m. We hope that you take advantage of all Student Health Services and Wellness has to offer.

Counseling Center

(903) 886-5145

The Counseling Center provides free services to currently enrolled students to help them meet the daily challenges of student life and maximize their potential for academic and personal success. Services include consultation and referral, crisis intervention, and educational outreach. Groups, legal assistance, and a relaxation room are also available. Confidentiality is respected and counseling records are not included as part of a student's academic record. We encourage you to take advantage of all the services that the Counseling Center offers. Sometimes a little help can make a big difference. For more information about counseling services or to schedule an appointment, the Counseling Center is located in the Halladay Student Services Building, Room 204, or contact 903-886-5145.

Student Housing

(903) 886-5797

The Department of Residence Life at Texas A&M University-Commerce offers a variety of living environments, including traditional residence halls, suite-style residence halls, single student apartments, and family housing apartments.

Single student housing includes cable, and utility services, double occupancy rooms, central heat and air-conditioning, and continuous maintenance service. The halls designated for family housing offer air-conditioned and centrally heated, furnished and unfurnished apartments. Utilities and cable are furnished by the Department of Residence Life.

The Department of Residence Life strives to create a living-learning environment in each residence hall that will enable each resident to succeed academically and developmentally. The Department of Residence Life is located in the first floor of Whitley Hall. For more information about student housing, contact the Department of Residence Life at 903-886-5797 and/or visit the department's website at www.tamu-commerce.edu/reslife.

Children's Learning Center

(903) 886-5769

This is a licensed day care/learning center located on campus for children six weeks to five years of age and an after-school and summer camp program for children ages 6-10. The Children's Learning Center provides the latest in curricula and educational play equipment for all ages in a consistent learning environment.

The Children's Learning Center prides itself on exceptional, quality care in an academic environment that stimulates the social, emotional, physical, and cognitive abilities of the child.

Services for Students with Disabilities

(903) 886-5835

Texas A&M University-Commerce encourages all students with disabilities to become totally involved in all aspects of campus life. Therefore, the Office of Disability Resources and Services (SDRS) make sure that all students have equal access to all the opportunities and programs found within the university community. In order to receive accommodations, students must fill out an application and submit recent documentation to be reviewed for eligibility. Each student registered with SDRS will receive individualized academic advice, and will be given reasonable accommodations (i.e., note taker, extended time on exams, a quiet place to test, books on tapes, and materials in Braille). To make an appointment, please call (903) 886-5835 or (903) 886-5150. SDRS works closely with the Division of Assistive and Rehabilitative Services and the Division of Assistive and Rehabilitative Services for the Blind (800) 538-8075.

Greek Life

(903) 468-3087

The mission of the Office of Greek Life is to provide high quality student development programming that enhances the academic mission of the University by facilitating opportunities for scholarly success, community service, campus leadership, and fraternal friendships in a safe, nurturing environment. The Office of Greek Life is charged with advising the four Greek councils and the National Order of Omega Greek Honor Society at Texas A&M University-Commerce.

Facilitating an excellent cocurricular education is the primary purpose of the Office of Greek Life. Our 350+ fraternity and sorority members are provided the opportunity to participate in education programs that focus on alcohol/drug awareness, leadership/community building, identity development/diversity, and academic enhancement throughout their college career.

International Student Services

Phone (903) 886-5097, Fax (903) 468-3200

The office of International Student Services offers assistance to international students and exchange visitors in regards to academic, personal, and immigration-related concerns and refers them to other services (on and off campus) as needed. Services include issuance of I-20 and DS2019 documents, new international student orientation, and coordination of special activities for international students. Other services include liaison with the Department of Homeland Security (DHS), formerly known as the INS, regarding nonimmigrant students and exchange visitors, reentry authorization for traveling outside the United States, employment authorization, and extension of stay. The office is located in the Business Administration Building, 3rd floor, room 350. E-mail John_Jones@tamuc.edu.

Veterans' Affairs

Located in the Student Access and Success Center at 2200 Campbell Street. The Veterans and Military services office administers Veterans' Administration educational benefit programs for veterans and their dependents who may be eligible to receive benefits under any one of several programs. Applications and further information are available in the Veterans and Military Services Office or by calling 903-886-5123.

Career Development

(903) 468-3223

This office provides students, alumni, and employers, as well as A&M-Commerce's academic departments with career information, resources, events, programs and services to provide a connection between academic preparation and professional

careers. Programs and services include job fairs, on-campus interviews, free career assessment, career counseling (www.myplan.com), mock interviews, job search workshops, business etiquette dinners, resume and cover letter critique. Resources include Lion Tracks (www.myinterfase.com/tamu-commerce.student) an online student resume and employer job bank database, resource library and free career related publications.

Scholarship Office

903-886-5915

Graduate students with a high GPA are encouraged to apply within their graduate department for available scholarships. The Scholarship Office is located in the One-Stop Shop.

Financial Aid

(903) 886-5096

Graduate students who have full or conditional admission to a graduate degree program or a teacher certification program may be eligible for several forms of financial aid. These programs include the Texas Public Education Grant, College Work-Study, and several loan programs. The Office of Financial Aid is located in the One-Stop Shop.

Withdrawing on Financial Aid/Return of Title IV Aid

A student who receives Title IV aid and withdraws or is suspended from the University during a term in which the student began attendance, will have his or her eligibility for aid recalculated as prescribed by the 1998 amendments to the Higher Education Act of 1965. Title IV aid is earned in a prorated manner on a per diem basis up to and including the 60% point in the term. After the 60% point, all aid is considered earned. The percentage earned is calculated by dividing the number of days completed by the total number of days in the term. It is the unearned percentage of aid that determines the amount that must be returned to the Title IV program(s).

The University, as well as the student, may be required to return to the federal government the unearned portion of the Title IV funds. When the University returns its unearned portion of the Title IV funds, a portion of the student's institutional charges may be left outstanding. The University will require students to pay any portion of institutional charges that are left outstanding after the University returns Title IV funds. This may cause the student to owe both the University and the Federal government.

Students considering withdrawing should contact the Office of Financial Aid for a thorough explanation of how this policy will affect them. Additional information on the Return of Title IV Aid policy, including examples, is available from the Office of Financial Aid. This policy is accessible on the A&M-Commerce Financial Aid website, <http://www.tamu-commerce.edu/home/finaid/8.htm>.

Satisfactory Academic Progress Policy

The Higher Education Amendment Act of 1965, as amended, mandates institutions of higher education to establish a minimum standard of "Satisfactory Academic Progress" for students receiving financial aid.

For additional information visit the Office of Financial Aid website at <http://www.tamu-commerce.edu/home/finAid/23.htm>. A copy of the policy is also available in the Office of Financial Aid located in the One-Stop Shop.

University Organization

Click on any of the following links for information:

- [Texas A&M University-Commerce Organizational Chart](#)
- [Provost & Vice President for Academic and Student Affairs](#)
- [Vice President for Student Access and Success](#)
- [Vice President for Institutional Advancement](#)
- [Vice President for Business and Administration](#)

Office of Graduate Studies and Research

Click on any of the following links for information:

- [Mission](#)
- [Purpose and Nature of the Office of Graduate Studies and Research](#)
- [Graduate Faculty](#)
- [Administrative Procedures](#)
- [Class Attendance Rule](#)
- [Registration](#)
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- [Graduate Assistantships](#)
- [Tuition and Fees for the 2011-2012 Academic Year](#)
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- [Second Master's Degree](#)
- [Requirements for Specific Master's Degrees](#)
- [Doctoral Degree Programs](#)
- [Admission to Doctoral Degree Programs](#)
- [Requirements for the Doctoral Degree](#)

Allan D. Headley, Dean

Business Administration Building

Internet: <http://www.tamu-commerce.edu/gradschool>

E-Mail: graduate_school@tamu-commerce.edu

Phone: 903-886-5163

Fax: 903-886-5165

Mailing Address

Texas A&M University-Commerce

Office of Graduate Studies and Research

P. O. Box 3011

Commerce, TX 75429

Physical Address

Texas A&M University-Commerce
 Office of Graduate Studies and Research
 2600 S. Neal St.
 Commerce, TX 75428

Mission

The mission of the Office of Graduate Studies and Research is to provide leadership and direction for all aspects of graduate education and to promote research at Texas A&M University-Commerce.

Purpose and Nature of the Office of Graduate Studies and Research

Graduate work offered by the University is distinguished from undergraduate work in that the graduate student is expected to show increased maturity in scholarship, seriousness of purpose, and ability to think independently. In accordance with this distinction, graduate courses are designed to develop the student's ability to gather relevant facts, to analyze them, and to make reasonable generalizations and sound conclusions through independent research.

Master's degree programs provide for the needs of students seeking professional employment, research opportunities, advanced degrees, including the doctoral degree, or personal satisfaction by increasing their depth of knowledge in their fields of specialization. Our students are prepared to be school and college teachers and administrators and advanced professionals in business, technology management, social work, the arts and various science disciplines. Some of our programs also prepare students for professional and administrative certificates.

The doctoral programs are distinct in purpose and more selective in admitting candidates than the master's programs. The purpose of the doctoral program is to produce a graduate who has developed breadth of vision, a capacity for interpretation, and the ability to carry out critical investigation.

From association with fellow scholars, the doctoral student is expected to gain many new concepts, a zeal for adding to the sum of human knowledge, and development of ability to conduct original research and to think clearly and independently. The student also must develop the professional competencies necessary for giving application of knowledge in the essential areas of human and public interest. Guidance toward extended reading and research is an integral part of graduate study.

Major Areas of Study

We offer a master's degree with the following majors:

Accounting*	Health, Kinesiology, and Sports Studies
Agricultural Education	Higher Education Administration
Agricultural Sciences	Higher Education Teaching
Applied Criminology**	History
Art	Interdisciplinary Studies
Art in Teaching	Management*

Biological Sciences	Marketing
Broadfield Sciences	Mathematics
Business Administration*	Music Education
Chemistry	Music Performance
Computer Science	Political Science
Counseling	Physics
Early Childhood Education	Psychology
Economics	Reading
Educational Administration	Secondary Education
Educational Technology—Leadership**	Social Work
Educational Technology —Library Science**	Sociology
Elementary Education	Spanish
English	Special Education
Global E-Learning**	Technology Management*
Finance	Theatre

**Also Available As Online Program.*

***Only Available Online*

We offer graduate certificates in the following areas:

Criminal Justice Management	Environmental Science
College Teaching	Studies in Children’s and Adolescent Literature and Culture
College/University Administration	Teaching English to Speakers of Other Languages (TESOL)
Creative Writing	Film Studies

We offer a specialist degree with the following major:

School Psychology

We offer doctoral degrees with the following majors:

English (PhD)
Counseling (PhD)
Educational Administration (EdD)
Educational Psychology (PhD)
Supervision, Curriculum and Instruction—Elementary Education (EdD) (Multi-Level)
Supervision, Curriculum and Instruction—Higher Education (EdD)

Graduate Faculty

Since the academic reputation of any graduate program rests upon the quality of its faculty, great care is given to the awarding of graduate faculty status. The selection of graduate faculty rests with the Graduate Council.

Graduate Faculty membership is limited to full-time faculty who have a terminal degree or its equivalent. There are two types of membership Graduate Faculty or Visiting Member. Visiting Members are eligible to teach graduate courses, direct master's theses, and serve on doctoral committees, while Graduate Faculty can teach graduate classes and direct both master's theses and doctoral dissertations.

Qualifications for graduate faculty membership are (a) holds academic rank of assistant professor or above; (b) holds the highest earned terminal degree in the teaching discipline; (c) competence as a scholar, including research capabilities and/or creative activities as evidenced by publications and creative endeavors. The University will recognize the graduate faculty status that the visiting member holds at his/her home institution. Anyone not affiliated with an institution of higher education will be evaluated on an individual basis.

Requests for Graduate Faculty membership and for visiting member status may be initiated by the faculty member or by the head of the department in which the faculty member serves. All requests initially go to the departmental Graduate Faculty for a recommendation. The request is then forwarded through the department head, college dean, and graduate dean for a recommendation from each. It is then sent to the Graduate Council, which makes a recommendation to the Graduate Dean as to the type of membership to be awarded.

Each Graduate Faculty member's scholarly research, creative activity, involvement in the discipline, and graduate education is reviewed by the Graduate Council every 6 years. The purpose of this review is to determine if the faculty member's current graduate faculty membership is appropriate and warranted.

The review process is the same as for the initial selection process; however, the options open to the Council should include one of the following:

1. Approve continued membership in the current status for 6 years.
2. Refuse to approve graduate faculty membership.
3. Provide a 3-year provisional term as graduate faculty. If this option is chosen, the faculty member must be reviewed again after 3 years and either approved for a regular 6-year membership or dropped from Graduate Faculty membership. Graduate Faculty whose status is terminated may, after 1 calendar year, reapply for graduate faculty status.

Under extenuating circumstances, the Dean of Graduate Studies and Research can grant temporary exception for other faculty members who do not hold graduate faculty status to teach graduate courses and/or serve on thesis or dissertation committees. Information on such exceptions is submitted to the Graduate Council each semester and does not require Council action except in such cases as it deems necessary. Questions relating to Graduate Faculty membership should be directed to the Dean of Graduate Studies and Research.

Texas A&M University System Graduate Faculty

The Texas A&M University System has established a System Graduate Faculty, which enables and facilitates the collaborative research and teaching among faculty members of the nine universities and the Health Science Center within the System. By acquiring status through the System Graduate Faculty, a member of The Texas A&M University System Graduate Faculty may

teach graduate courses and serve as member or co-chair but not as chair) with a member of the Texas A&M University Graduate Faculty.

System Graduate Faculty Guidelines

- I. Purpose. The Texas A&M University System Graduate Faculty has been developed for the following purposes:
 - A. To facilitate participation in graduate education for The Texas A&M University System students.
 - B. To provide graduate students access to the expertise of faculty members throughout the System.
 - C. To increase inter-institutional faculty collaboration throughout The Texas A&M University System.
 - D. To promote the development of multidisciplinary educational and research programs and the capacity to study complex scientific and social issues.
- II. Membership Background
 - A. Membership on The Texas A&M University System Graduate Faculty provides the opportunity to participate in graduate education at The Texas A&M University System universities through serving on graduate committees, advising graduate students, and teaching graduate courses.
 - B. Appointment to membership on The Texas A&M University System Graduate Faculty is designed to assure rigor in the directing, counseling, and teaching of graduate students.
 - C. All of The Texas A&M University System Graduate Faculty members can serve as members of any graduate committee.
 - D. The chair of a graduate committee must be from the institution that is conferring the graduate degree.
- III. Membership Qualifications. Consideration for membership on The Texas A&M University System Graduate Faculty requires meeting the following qualifications.
 - A. The individual must hold the terminal degree, usually an earned doctorate. Exceptions will be considered only if justified in accordance with the Commission on Colleges of the Southern Association of Colleges and Schools.
 - B. The individual must be a tenured or a tenure-track faculty member of a Texas A&M University System university and hold a professional rank.
 - C. A person holding the title of instructor or lecturer may not be considered for membership on The Texas A&M University System Graduate Faculty.
 - D. Individuals holding professorial rank at an agency of The Texas A&M University System are eligible for membership.
 - E. The individual must be a member of the graduate faculty at his/her home institution.
 - F. The individual must be an active participant in his/her graduate program through teaching, directing, or administering graduate work.
 - G. The individual must show evidence of active research and scholarly work within the past 5 years. This should include publication as primary author of scholarly books, presentations at professional meetings, or creative works, such as performances, work in juried exhibitions, or other creative works appropriate to the individual's discipline.
 - H. A graduate student at any Texas A&M University System institution may not be a member of The Texas A&M University System Graduate Faculty. Membership on The Texas A&M University System Graduate Faculty is forfeited upon a faculty or staff member's admission to a graduate program at any institution in The Texas A&M University System.
- IV. Nomination, Appointment and Review Process
 - A. Nomination for membership to The Texas A&M University System Graduate Faculty is made by submission of an official application by a faculty member and an accompanying letter of endorsement from the individual's department head or chair and college dean. The application and letter of endorsement are sent to the graduate dean, who certifies institutional graduate faculty appointment status and forwards the nomination to the Texas A&M University System Council of Graduate Deans for consideration and action.
 - B. The application from the faculty member must identify the institutional graduate faculty of which he or she is a member, specify the graduate degree(s) that he or she is qualified to supervise under the conditions of the institutional appointment, and specify the graduate program(s) in which he or she wishes to participate as a System graduate faculty member. The application should be accompanied by a current curriculum vitae.

- C. The Council of Graduate Deans will appoint faculty from member institutions as needed to a Graduate Faculty Review Advisory Committee to consider applications and reappointments and to make recommendations to the Council of Graduate Deans.
- D. A Graduate Faculty member of The Texas A&M University System is appointed for a 5-year term. At the end of the 5-year term, the member will be re-evaluated for reappointment by the Council of Graduate Deans. Failure to maintain membership criteria will result in removal from The Texas A&M University System Graduate Faculty. The Council of Graduate Deans will notify by letter a faculty member who is non-voluntarily removed from membership on The Texas A&M University System Graduate Faculty. The faculty member's department head, dean, provost, and graduate dean will also receive notification.
- V. Graduate Faculty Membership List. A list of the current membership of The Texas A&M System Graduate Faculty will be maintained in the Office of the Vice Chancellor for Academic and Student Affairs and the graduate office at each System university.

Administrative Procedures

Administration of the Office of Graduate Studies and Research is entrusted to the Dean of Graduate Studies and Research. A Graduate Council, consisting of 14 elected members formulates and recommends to the President of the University procedures related to graduate education. The Dean of Graduate Studies and Research is the executive officer of the Council and has authority to act for the administration and the Council. Faculty membership on the Graduate Council is limited to members of the Graduate Faculty. Student membership is limited to graduate students who are classified as full-time resident students. All Council members have full voting rights.

Class Attendance Rule

Students are expected to be present for all class meetings of any course for which they are enrolled. Students are responsible for learning about and complying with the attendance policy stated in the catalog, *Student's Guidebook*, and/or faculty syllabus. Faculty members will provide details on requirements and guidelines for attendance in their classes in their course syllabi. Faculty members will keep students' attendance records.

Students are responsible for requesting makeup work when they are absent. They will be permitted to make up work for absences that are considered excused by the faculty member. The method of making up this work shall be determined by the faculty member.

The student is responsible for providing the faculty member reason(s) for his/her absence. The faculty member then determines the validity of the reason(s) for the absence and whether the student is to be excused for the absence. Faculty members may consider the following as excusable reasons for absence.

1. Participation in a required/authorized university activity.
2. Verified illness.
3. Death in a student's immediate family.
4. Obligation of a student at legal proceedings in fulfilling responsibility as a citizen.
5. Others determined by individual faculty to be excusable (e.g., elective University activities, etc.).

Appeals can be made through normal administrative channels.

A record of excused and unexcused absences will be maintained by a faculty member for reference since certain financial assistance and other programs may require attendance records.

When requested by the student, teachers will inform the student who has been absent whether make-up, work is allowed and whether absences jeopardize the student's standing in a class.

It is the prerogative of the faculty to drop students from courses in which they have accrued excessive absences as defined in the course syllabus. In such cases, faculty recommends through the department head to the appropriate college dean that a student be dropped from a class. The faculty member will document absences and will make a reasonable effort to communicate with the student prior to recommending the drop. If approved, the college dean will forward the recommendation to the Registrar's Office.

Students who wish to drop a course or withdraw from the university are responsible for initiating this action.

If a student believes the final course grade is unfairly impacted by attendance requirements, an appeal can be made. This appeal process is explained in “Student Appeal of Instructor’s Evaluation” (Procedure 13.02.99.R14).

Good Standing

This procedure defines good standing for graduate students enrolled at Texas A&M University-Commerce. Entering students who have been fully admitted (without any type of conditional admission, provisional admission, or other restriction) will be considered in good standing. A student will remain in good standing if, and only if, he or she has a cumulative grade point average of at least 3.00 and is free of the following holds: holds indicating delinquent financial indebtedness, academic suspension, academic probation, provisional status, and disciplinary suspension. **Students who are not in good standing are not eligible to graduate until good standing has been achieved.**

Academic Honesty of Students

Graduate students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all their scholastic work. Faculty members are expected to uphold and support student integrity and honesty by maintaining conditions that encourage and enforce academic honesty. Conduct that violates generally accepted standards of academic honesty is defined as academically dishonest. “Academic dishonesty” includes, but is not limited to, plagiarism (the appropriation or stealing of ideas or works of another and passing them off as one’s own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments) and abuse (destruction, defacing, or removal) of resource material.

If a student is accused of academic dishonesty, the faculty member making the accusation is responsible for initiating disciplinary proceedings. The penalty assessed should be related to the severity of the infraction. If the student and faculty member agree on the penalty, assessment of the penalty concludes the disciplinary action.

However, certain violations of academic honesty, such as plagiarism, infringe upon the academic community’s basic tenets of scholarly inquiry. Therefore, if a faculty member believes the infraction is severe enough to warrant further action and/or if the problem may be cumulative, occurring in other classes in which the student is enrolled, the faculty member may file a report of the infraction with the Dean of Graduate Studies and Research. The student must be notified that the report has been filed with the Dean of Graduate Studies and Research to allow the student the opportunity to file a response. If a faculty member believes the infraction is so severe that a penalty greater than failure on a project and/or course is warranted, the faculty member may recommend to the Dean of Graduate Studies and Research through the department head and academic dean that the student be suspended or expelled.

If the student disagrees with the charge or level of penalty, he/she is entitled to due process in accordance with the University procedure for student appeals. The appeal process for this procedure is through the following channels: department head; Dean of Graduate Studies and Research; and the Administration Committee of the Graduate Council, which will present its recommendation to the full Graduate Council for final disposition of the appeal. Final jurisdiction on graduate student appeals is the Graduate Council.

In addition, international students must comply with current Department of Homeland Security (DHS) and U.S. Citizenship and Immigration Services (USCIS) regulations.

Academic Honesty of Faculty and Professional Staff

Graduate faculty and professional staff at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all their scholastic work. Faculty are expected to uphold and support integrity and honesty by maintaining conditions that encourage and enforce academic honesty.

If a faculty or staff member is accused of academic dishonesty, the department head or supervisor is responsible for initiating a timely investigation. Any necessary disciplinary actions that result from this investigation should be related to the severity of the infraction.

If a faculty or staff member disagrees with the charge or level of penalty, he/she is entitled to due process in accordance with the usual procedures available to faculty who are accused of any other infraction.

RCR Training

To ensure integrity and compliance in research, all students involved in research activities must successfully complete training in *Responsible Conduct in Research and Scholarship* (<http://www.tamu-commerce.edu/gradschool/research/>).

Additional training is required for individuals whose research involves human/animal subjects or biological agents.

Student Conduct (Hazing)

The Texas Education Code prohibits hazing at institutions of higher education. Hazing is defined as “any intentional, knowing, or reckless act occurring on or off the campus of an educational institution, by one person or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in an organization.” Hazing is a criminal violation under Texas law. A person may be found guilty of criminal conduct for hazing, encouraging hazing, permitting hazing, or having knowledge of the planning of hazing incidents and failing to report in writing his/her knowledge to the Dean of Students.

Registration

Registration dates, times, and instructions are available on the Registrar’s website at web.tamu-commerce.edu/admissions/registrar/. MyLeo (A&M-Commerce WEB application for Students) allows eligible students to register through the Internet. Students can access MyLeo through <http://leo.tamu-commerce.edu>.

The academic year is divided into two long semesters, fall and spring, and a summer semester of two terms. Additional terms and sub-terms may be available.

Courses: Definition, Value and Number

A Course: A course is one subject carrying three or four semester hours of credit. One and two semester hour subjects may, in certain cases, be converted to course equivalents by adding the semester hours and dividing by three. Subjects carrying 6 semester hours of credit count as two courses. Each major or minor department has the right to refuse substitution of 1 hour courses or their equivalents to a graduate program when it deems such substitution inappropriate for the planned program of study.

Semester Hour: The semester hour is a unit of credit. It is defined as 1 hour of lecture per week, or its equivalent in laboratory work, for 1 semester or its equivalent, as defined by the Texas Higher Education Coordinating Board. Each course has a value of 3 semester hours unless otherwise specified.

Course Numbers: Graduate courses are numbered at the 500, 600, and 700 levels.

Graduate Student Course Load

During the fall or spring semester, a student taking 9-12 graduate hours is considered full time. A student taking 6 graduate hours is considered half-time. The maximum course load for a full-time graduate student during each summer term is 7 hours. A

student taking 6 hours in each summer term is considered full-time. The maximum course load for a mini-term is 3 hours. A master's student who has completed all other course work and is enrolled in 3 hours of 518 thesis credit is considered half-time.

Only in unusual circumstances shall a doctoral student register for more than 12 semester credit hours in a given semester (fall or spring), and then only if approved in advance by the Dean of Graduate Studies and Research or other comparable official. See the section "Graduate Assistantships" for information about course loads for graduate assistants. Doctoral students admitted to candidacy and enrolled in 3 hours of 718 dissertation credit are considered half-time. Doctoral students who are enrolled in 9 credit hours of organized classes and who are performing research related to their dissertation may be required to register for an additional 3 hours of dissertation for a total of 12 credit hours.

Student Class Schedule Adjustments

Students are expected to make all necessary adjustments in their class schedules by the 4th class day of a regular semester and the 2nd class day of a summer semester. Eligible students may use MyLeo (Texas A&M University-Commerce Web Applications for Students) to process drops/adds. Students not eligible to use MyLeo may obtain a drop/add sheet at the Registrar's Office. The student must obtain approval to add and drop courses from the department/instructor and return the drop/add sheet to the Registrar's Office. Students may add classes until 4th class day during the fall and spring semesters and 2nd class day during the summer terms. Students may drop a class with a full refund (if remaining enrolled) until the 12th class day during the fall and spring semesters and 4th class day during the summer terms.

The student desiring to add a course(s) after the 4th class day of a regular semester or 2nd class day of a summer semester should pick up a drop/add sheet at the Registrar's Office. The student should proceed to the department(s) where he/she obtains department/instructor approval and then to the appropriate dean for approval. The drop/add sheet is then returned to the Registrar's Office. Students will not be allowed to add classes after the 12th class day during fall/spring or the 4th class day during a summer semester.

No course may be added to student schedules after the last day to change schedules as stated in the university calendar, except in very special cases and then only by approval of the instructor and appropriate dean.

Auditing Courses

Students desiring to audit a course may do so with the consent of the instructor and department head. Enrollment for audit courses occurs on the first day of classes. Students auditing courses must meet the same admission requirements and pay the same tuition and fees required for credit courses. Students enrolling for a course for audit must notify the Registrar's Office prior to completing registration for the course. A student may not change from credit to audit after the 12th class day during the fall or spring semester or after the 4th class day in a summer term.

Withdrawal from the University

A student wishing to withdraw from all courses **before the end** of a semester or summer term for which he/she is registered must clear his record by filing an application for voluntary withdrawal on a form which can be secured online at: Withdrawal Form or from the Office of the Registrar. This is a withdrawal from the semester, not the university.

This action must be taken by the date stated in the Academic Calendar as the last day to drop a class or withdraw. Any student who withdraws from the University is subject to the conditions outlined in the section regarding Scholastic Probation or Suspension. **It is the students responsibility to withdraw from classes if they do not plan to attend during the semester in which they have enrolled.** A student has one year from the first day of a semester to appeal a withdrawal refund.

Refund of Fees

A student officially withdrawing will receive a refund of his fees according to the following scale:

*Class days refer to the **university** Class Days, not particular class days. **For example: If a class meets MWF, the 12th class day is not the 12th day of the students actual class, it is the 12th day of the University Class Days. See the Academic Calendar for specific date.

Sixteen-Week Fall/Spring Semester:

- 100 percent prior to the first class day of the semester
- 80 percent during the first five class days of the semester
- 70 percent during the second five class days of the semester
- 50 percent during the third five class days of the semester
- 25 percent during the fourth five class days of the semester
- No refund after the fourth five class days of the semester

Thirteen-Week Semester:

- 100 percent prior to the first class day of the session
- 80 percent during the first, second, third and fourth class days of the session
- 50 percent during the fifth, sixth, seventh and eighth class days of the session
- 25 percent during ninth, tenth, eleventh and twelfth class days of the session
- No refund after the twelfth class day of the semester

Twelve-Week Semester:

- 100 percent prior to the first class day of the session
- 80 percent during the first, second, third and fourth class days of the session
- 50 percent during the fifth, sixth, seventh and eighth class days of the session
- No refund after the eighth class day of the semester

Ten-Week Semester:

- 100 percent prior to the first class day of the session
- 80 percent during the first, second, third and fourth class days of the session
- 50 percent during the fifth, sixth, seventh and eighth class days of the session
- No refund after the eighth class day of the semester

Five, Six, Seven & Eight-Week Semester:

- 100 percent prior to the first class day of the session
- 80 percent during the first, second or third class day of the session
- 50 percent during the fourth, fifth, or sixth class day of the session
- No refund on the seventh day of class of the session and thereafter.

Four-Week Semester:

- 100 percent prior to the first class day of the summer session
- 80 percent during the first, second or third class day of the summer session
- 50 percent during the fourth, fifth, or sixth class day of the summer session
- No refund on the seventh day of class of the summer session and thereafter

Three-Week Mini Semester:

- 100 percent prior to the first class day of the session
- 80 percent during the first and second class days of the session
- 50 percent during the third and fourth class days of the session
- No refund after the fourth day of class and the session thereafter

Thirty Two-Week Semester:

- 100 percent prior to the first class day of the semester
- 80 percent during the first five class days of the semester
- 70 percent during the second five class days of the semester
- 50 percent during the third five class days of the semester
- 25 percent during the fourth five class days of the semester
- No refund after the fourth five class days of the semester

Refund Information:

- Refunds will be the applicable percentage of the total fees due for the semester, less any amount not paid.
- If a scheduled course of instruction fails to materialize, by reason of lack of required students, all tuition for same will be refunded. Late fees and installment fees are not refunded.
- No refunds will be made unless application is made within the same school year as withdrawal.
- No refunds will be made on auditor's fees.

Withdrawal refunds for students receiving federal funds is based on how much Title IV aid a student has received and not earned at the time of withdrawal. The amount of aid earned is calculated on a pro-rata basis through 60 percent of the term. Contact the Financial Aid Office before withdrawing for additional information about this new law.

A student leaving the University before the end of a semester or summer term for which he/she is registered must clear his/her record by filing an application for voluntary withdrawal on a form available in the Registrar's Office or at web.tamu-commerce.edu/admissions/registrar/pdf/studentWithdrawal.pdf. This action must be taken by the date stated in the University Calendar as the last day to drop a class or withdraw.

Additional information and the withdrawal form are also available on the website at web.tamu-commerce.edu/admissions/registrar/generalInformation/withdrawal.aspx.

Grading System

Grades—Their Meaning and Value

Grade Marks	Grade Meaning	Points Per Semester Hour
A	Excellent	4
B	Good	3
C*	Average	2
D**	Passing (Minimum)	1
F	Failure	0
S	Satisfactory	0
U	Unsatisfactory	0

X	Incomplete	0
I	Incomplete (thesis & dissertation only)	0
IP	In Progress	0
W	Withdrew	0
Q	Course Drop	0
DP	Dropped Passing	0
DF	Dropped Failing	0
DS	Dropped Satisfactory	0
DU	Dropped Unsatisfactory	0

*No more than 3 C's can be used toward a Master's degree.

**No grades below C can be used towards a graduate program.

***No grades of C or below can be used towards a doctoral degree.

Satisfactory-Unsatisfactory (S-U) Grading

In certain graduate courses, students will be evaluated on a satisfactory-unsatisfactory (S-U) grading basis rather than by the traditional letter grade system. Students in these specially designated courses will receive the grade of "S," or "satisfactory," for graduate level work equivalent to a regular "B" grade or better. Grades of "U," or "unsatisfactory," will be assigned to those students whose work falls below the "B" level. In such courses, only a grade of "S" may be counted toward fulfillment of degree requirements. Neither "S" nor "U" grades will be included in the calculation of grade point average to determine academic standing. The courses in which the satisfactory-unsatisfactory grading system will be used are indicated by their separate course descriptions in the current *Graduate Catalog*. All other courses not so identified will be graded on the traditional letter grade basis. Each department may prescribe further rules regulating the use of the satisfactory-unsatisfactory grade system within its specific graduate degree programs, but in no case may more than 50% of the courses presented toward fulfillment of the requirements for any graduate degree have been graded on the satisfactory-unsatisfactory basis.

Dropped Courses

Beginning Fall 2008 DP, DF, DS, and DU are no longer assigned to dropped courses. A grade of "Q" denotes a dropped course.

After the census date in a term (see University Calendar for specific dates), a student who drops a course will receive a grade of "Q." Students who officially withdraw from school prior to the date stated in the current University Calendar will receive a grade of "W." *Courses withdrawn are counted as attempted hours and count towards the three-peat rule.*

Additional information and the withdrawal form are also available on the website at web.tamu-commerce.edu/admissions/registrar/generalInformation/withdrawal.aspx.

Incomplete Courses

Students, who because of circumstances beyond their control are unable to attend classes during finals week or the preceding three weeks will, upon approval of their instructor, receive a mark of “X” (incomplete) in courses in which they were maintaining passing grades.

When an “X” is given for a grade in a course, the credit hours are not included for one semester (exclusive of summer) in calculating the grade point average. Grades of “X” earned during a semester are to be completed by the end of the following long semester. If the “X” is not removed by that time, the grade becomes an F, and the hours are included in the number of hours attempted.

Recording a grade of “X” requires the filing of a plan for completion. The plan will be submitted with the official grade record sent to the department head who will forward it to the Dean of the College. The plan will include why the grade was given and steps necessary for the student to receive the final grade.

A grade of “IP” (in progress) will be used for courses that are scheduled over more than 1 semester. The grade of IP will not be computed in the grade point average and will be removed when the final grade is filed by the instructor.

A grade of “I” will be given for courses in dissertation and thesis (518 and 718) for all registrations prior to the semester in which the final document is completed. The time limit imposed on the grade of “X” (one semester) does not apply for these courses.

Repeating a Course

When a course is repeated, only the last enrollment for the course will be used in computing the grade point average. Any student who enrolls in the same course a second time must notify the Registrar’s Office during the semester in which the course is being repeated. When the semester is completed, the Registrar’s Office will then update the grade point average to reflect the duplication of the course. After a degree is awarded, courses taken before the degree was awarded (regardless of whether the course is applied to the degree) cannot be repeated and the grade point average recalculated.

Enacted in the 78th Legislative session, HB1 mandates that students repeating a course for a third time or more may be subject to an additional fee for the repeated courses. *Courses withdrawn are counted as attempted hours and count towards the “Three-Peat Rule.”*

Semester Grade Reports

At the end of each semester of the regular session and the end of the summer session, grades will be updated to the student information system. Students may check the status of their grades by accessing MyLeo at <https://leo.tamu-commerce.edu/login.aspx>

Student Appeal of Instructor Evaluation

1. The final grades awarded by faculty members are their expert judgment concerning student performance. Students challenging a final grade must show that the instructor’s judgment was unfair based on one of the following:
 - a. Some basis other than performance.
 - b. Standards different from those applied to other students in the same course section.
 - c. A substantial, unreasonable, and unannounced departure from previously articulated standards or the syllabus.
2. Students who believe their grade to be unfair must first discuss the matter with the instructor.
3. If no satisfactory resolution is reached with the instructor, or if the instructor is unavailable, the student shall appeal to the department head. A grade appeal must be initiated in writing with the department head (or dean of the college if the department head is the instructor) within 6 months of the last day of the semester in which the grade was awarded. The

department head will examine the student's appeal to determine whether the student has established an apparent case of unfair academic evaluation.

4. The instructor or the student may appeal the department head's decision (with respect to findings and remedies) to the dean of the college in which the course is offered within 30 days of the date on which the department head offered his or her judgment.
5. Upon receipt of an appeal, the dean will appoint a three-person advisory committee of faculty to hear the case. The chair of the committee will be from a department other than the one offering the course in question. The two remaining will be from the department offering the course. One of these faculty members may be suggested by the author of the appeal. The instructor and the student may file additional statements. The committee will review all written materials and may seek other information, as they deem appropriate. After reviewing all information, the committee will communicate their findings and suggested remedies, if any, to the dean of the college.
6. The dean of the college is the final authority on issues of fairness in course evaluation. He or she will consider the recommendations of the committee but has wide latitude in resolving the matter.

Graduate Assistantships

Assistantships that require teaching, laboratory instruction, and/or research (GAR, GANT, GAT) are available to master's and doctoral students in most departments. The awarding of assistantships is a staffing function of the department making the appointment. Inquiries about applications should be addressed to the head of the department in which the applicant wishes to undertake graduate study. Applicants for such positions must satisfy requirements of both the Office of Graduate Studies and Research and the department. Additional information available on line at: web.tamu-commerce.edu/academics/graduateSchool/funding/assistantships/default.aspx.

Academic and creative excellence and maturity are the primary qualifications considered in the appointments. Graduate students whose native language is not English must demonstrate a sufficient level of oral and written proficiency (TOEFL, IELTS, or Texas A&M University-Commerce ELI program) before they can be awarded a teaching assistantship.

Minimum requirements for holding assistantships are

1. Graduate assistants must be admitted (full or conditional) to a graduate degree program, enrolled in graduate courses, and evaluated by the department based on student qualifications and need. Students with a provisional or non-degree admission status are not eligible to hold a graduate assistantship.
2. Graduate assistants must maintain a graduate GPA of 3.0 or higher.
3. Teaching assistants are required to have a minimum of 18 graduate hours in the field to be taught.
4. Course-load requirements:
 - Full-time GAs must be registered in 6 graduate hours or more for fall/spring semester.
 - Half-time GAs must be registered in at least 3 graduate hours for fall/spring semester.
 - Full-time GAs must be registered in 3 graduate hours or more for summer I semester.
 - Half-time GAs must be registered in at least 3 graduate hours for summer I semester.
 - Full-time GAs must be registered in 3 graduate hours or more for summer II semester.
 - Half-time GAs must be registered in at least 3 graduate hours for summer II semester.

Once an assistantship is offered and the graduate student has accepted verbally or in writing, the student has an obligation to stay in that position for the duration of the semester.

Stipends

Stipends for master's and doctoral assistantships will be set by the President of the University and Chief Executive Officer after consultation with the Graduate Council, Dean of Graduate Studies and Research, and the Provost and Vice President for Academic Affairs.

Tuition Remission

A Graduate Assistant receiving tuition remission must be a full-time Graduate Assistant Teaching (GAT) or a full time Graduate Assistant Research (GAR). Payment is based on resident, designated graduate tuition and is only available fall and/or spring semesters. Fees are not included and only six graduate hours of enrollment (no undergraduate credits) at Texas A&M University-Commerce will be paid. Departmental requests for GAT/GAR positions eligible to receive Tuition Remission will be reviewed each year by the academic deans and the Provost's Office. Departments will be required to submit accountability reports each semester for all students receiving tuition remission. Accountability reports can be found online at the Graduate School website at web.tamu-commerce.edu/academics/graduateSchool/funding/assistantships/tuitionRemission.aspx

Waiver for Out-of-State Tuition and Fees

Graduate Assistants who have not established residency in Texas and who hold full-time assistantships in their academic area are entitled to a waiver of out-of-state tuition and fees. Students must be employed by the 12th class day for fall or spring semesters and by the 4th class day for summer terms to receive this waiver.

Work Load

Graduate Assistants begin work 1st class day and end work last class day of each semester/term.

- Full-time GANT/GAR- works 20 hours per week each semester/term of assistantship
- Full-time GAT- teaches 6 hours per week of undergraduate courses in the fall/spring semester
- Full-time GAT- teaches 3 hours per week of undergraduate courses each summer semester
- Half-time GANT/GAR- works 10 hours per week each semester/term of assistantship
- Half-time GAT- teaches 3 hours of undergraduate courses each semester/term of assistantship

Course Load for Graduate Assistants

The course load for a full-time assistant is 6-12 hours for the fall or spring semester and 3-7 hours for each summer term. A doctoral student shall not be required to register for more than 9 credit hours during any semester, with the exception of a doctoral student who also is doing research related to his or her dissertation who may be required to register for an additional 3 hours of research or dissertation, for a total of 12 credit hours.

Teaching Appointments

Master's or doctoral assistants who have primary responsibility for teaching a course for credit and/or for assigning final grades for such a course must, according to the Southern Association of Colleges and Schools Criteria for Accreditation, be under the direct supervision of a faculty member experienced in the teaching field, receive regular in-service training, be regularly evaluated, and have earned at least 18 graduate semester hours in their teaching discipline. Graduate students whose native language is not English must demonstrate a sufficient level of oral and written proficiency (TOEFL, IELTS or ELI-Texas A&M University-Commerce) before they can be awarded a teaching assistantship.

Time Limitations

Graduate assistantships may be held for a maximum of 4 semesters (exclusive of summer sessions) by master's students. Graduate assistantships may be held for a maximum of 6 semesters (exclusive of summer sessions) by doctoral students. Appointments can be extended for up to 2 semesters at the discretion of the department head. All appointments are subject to satisfactory performance of assigned duties and progress toward the degree.

Performance and Evaluation

All appointments are subject to satisfactory performance of assigned duties, progress toward the degree or program goal, and maintenance of a 3.00 graduate grade point average. Appointment corrective action may be initiated by the department head at any time during the semester. In case of termination, the graduate assistant shall have the right to appeal through normal administrative channels.

Persons holding assistantships have the right to develop to the best of their ability, both academically and professionally, and to be treated fairly and with respect. It is the responsibility of the assistant to carry out, in a professional manner, such duties as may be reasonably assigned by the department head or supervisor.

Individuals holding teaching assistantships will be evaluated every semester, both orally and in writing, by the department head or faculty supervisor. Such evaluations will be forwarded to the college dean. Graduate assistants who are teachers of record must be evaluated by their students.

Tuition and Fees for the 2011-2012 Academic Year

Tuition rates are subject to change by the Legislature. Current rates are available on the University webpage. <http://web.tamuc-commerce.edu/admissions/tuitionCosts/default.aspx>

State Residency

A student's tuition and fees are impacted by the student's state of residency. The Texas Legislature, the Texas Higher Education Coordinating Board, and Texas College and University System have established guidelines for determining residency status.

Texas residency for tuition purposes is generally obtained by working in Texas for 12 months immediately prior to enrollment in any college or university, by being a dependent of a Texas resident, or by being classified as a Texas resident for the first 5 of the 6 years immediately preceding registration.

Any student who has lived outside Texas or who has a possibility of being a nonresident is coded accordingly. Upon receipt of a completed residency questionnaire and appropriate documents, determination of eligibility to pay in-state tuition will be finalized.

It is the student's responsibility to insure that the application for admission is properly completed for tuition purposes. Any change in residency status must be reported to the Office of Graduate Studies and Research.

Students who reside in bordering states (Arkansas, Oklahoma, Louisiana, and New Mexico) are eligible to receive a reduced rate in nonresident tuition.

Due to legislative changes, doctoral students who have accumulated over 99 doctoral hours will be charged nonresident tuition and fees.

Estimated Special Fees

Motor vehicle operation and parking permits are issued for the academic year. They are \$40 if purchased in the fall, \$32 in the spring, and \$24 in the summer. All permits expire August 31 of each academic year.

Diploma fee (payable when applying for degree)—\$40

Educator Certification—Fee based on type of certification earned

Late registration fee—\$100

Installment payment plan fee—\$35

Late installment payment plan fee—\$25

Returned check fee—\$30

Lab fees—\$5 to \$45

Course Enhancement Fees—\$8 to \$16 per course

Graduate Business Courses -- \$25 per hour

Reinstatement Fees -- \$200

Testing Fees:

Quick THEA—\$35 CLEP Test—\$75

Practice TExES—\$15 TExES—\$82

Graduate Application Fees:

U.S. Citizen—\$50 International—\$75

Career Services User Fee:

Basic—\$10 Extended—\$15

Master Thesis Fees:

\$73

Doctoral Dissertation Fees:

\$83

Note: All fees are subject to change.

Room and Board

For specific room and board costs, contact the Department of Residential Living and Learning at (903-886-5797) or check online at <http://web.tamu-commerce.edu/studentLife/housing/default.aspx>.

Overdue Financial Obligations

In the case of overdue financial obligations to Texas A&M University-Commerce by the student, future registrations, transcripts, and other benefits may be withheld.

Admission to the Graduate School

Admission to the Graduate School permits the student to enroll in graduate courses, but does not guarantee admission to a program leading to the master's or doctoral degree. All students must consult with the major departmental advisor concerning specific departmental admission requirements. Departments have the right, and many exercise that right, to have program admission requirements that are higher than those set by the Graduate School. In no case, however, can a department set criteria lower than the Graduate Council minimum. Additional information regarding admission can be found online at web.tamu-commerce.edu/academics/graduateSchool/graduateAdmissions/default.aspx.

General Requirements for Admission to the Graduate School

An applicant to Graduate Studies who is seeking admission must hold a bachelor's degree from a regionally accredited institution. The bachelor's degree must be substantially equivalent in content to degrees granted by Texas A&M University-Commerce. Each applicant will submit to the Office of Graduate Studies and Research the following:

1. An application for admission to Graduate Studies, available online: <https://apps.tamu-commerce.edu/GraduateAdmissionsApplication/>.
 2. A \$50.00 non-refundable application fee.
 3. An official bachelor's degree transcript from a regionally accredited institution and a transcript from any school at which the student has completed graduate courses (these transcripts should be sent directly to the Office of Graduate Studies and Research by the issuing institutions). Students applying to the BPA/MBA 5-year program should contact their major adviser. A bachelor's degree transcript is not required for admission for students applying to the BPA/MBA (accounting) program. The BPA/MBA program is only available to Texas A&M University-Commerce students.
 4. An official copy of the aptitude portion (General) of the Graduate Record Examination (GRE) must be submitted to the Office of Graduate Studies and Research through the Educational Testing Service.
- Students applying for admission to a master's in art or a master's in music are not required to submit GRE/GMAT scores.
 - Applicants to a master's degree in accounting, agricultural education, business administration, early childhood, elementary education, finance, management, marketing, reading, secondary education, social work, and technology management should contact the specific department for optional criteria in regard to the GRE/GMAT exam.
 - Students pursuing a master's degree in computer science may submit either the GRE or GMAT exam.
 - Applicants holding a master's degree from a regionally accredited institution who are seeking a second master's degree may be exempt from this requirement, subject to departmental requirements.

Admission for Students Receiving Their Bachelor's Degree from an Unaccredited Institution

Students desiring admission to Graduate Studies at Texas A&M University-Commerce who have received their bachelor's degree from an institution not recognized and accredited by one of the regional accrediting agencies must be approved for admission by the Dean of Graduate Studies and Research. Materials must be submitted to the Office of Graduate Studies and Research 30 days in advance of the initial enrollment. In addition to the General Requirements for Admission (covered in the previous section), students may be required to submit additional supportive documentation. Factors considered by the Dean in making the determination include, but are not limited to, GRE/GMAT scores, undergraduate grade point average, nature of undergraduate program, and educational qualifications of the undergraduate institution's faculty.

Suspension from other Universities

Admission is invalid if granted on the basis of incorrect information or on the omission of facts which, if known, would have caused the applicant to be ineligible. Students on academic suspension from another institution are not eligible for admission consideration to Texas A&M University-Commerce until their specific period of suspension expires.

International Students

An international student is any degree-seeking student holding a nonimmigrant visa. International students who desire to enter the university must submit all admission documents to the Office of Graduate Studies and Research a minimum of 90 days prior to the semester in which they wish to enroll. Each applicant must submit in one package the following documents:

1. An application for admission to Graduate Studies, available online: at <https://apps.tamu-commerce.edu/GraduateAdmissionsApplication/>.

2. A \$75.00 USD non-refundable application fee.
3. Official transcripts and official copies of diplomas, translated into English, from each college or university attended. The bachelor's degree earned at a foreign institution must be equivalent to an accredited U.S. institution's 4 year degree.
4. A sponsor's statement with a current bank statement showing a balance of at least \$17,500 in U.S. currency.
5. Applicants whose native language is not English are required to submit proof of English proficiency, which is satisfied by one of the following:
 - a. A minimum TOEFL score of 550 for paper-based testing (PBT) or 213 on computer-based testing (CBT) or 79 internet-based testing (IBT).
 - b. A minimum IELTS score of 6.0 overall band.
 - c. Successful completion of Texas A&M University-Commerce English Language Institute (ELI) with an overall grade of B or better.
 - d. Completing all years of a Bachelor's degree or higher degree at a U.S. regionally accredited university.
6. An official Graduate Record Examination (GRE) score or a Graduate Management Admission Test (GMAT) score sent by Educational Testing Service to A&M-Commerce.
 - Master's students pursuing a degree in Art or Music are not required to submit a GRE/GMAT score. Applicants to a master's degree in accounting, agricultural education, business administration, early childhood, economics, elementary education, finance, management, marketing, reading, secondary education, social work, and technology management should contact the specific department for optional criteria in regard to the GRE/GMAT exam.
 - Students pursuing a master's degree in computer science may submit either the GRE or GMAT exam.

Grade point average (GPA) requirements are the same as those for the appropriate degree program. Each applicant is subject to departmental approval. Individual departments may establish additional requirements for admission. International students must be admitted to a degree program in order to enroll in graduate courses unless visa classification indicates otherwise.

International students who hold an F-1 visa are not eligible for non-degree student status or provisional admission status.

All international students are required to attend New Student Orientation conducted by the International Student Office. New international students must bring their immigration documents with them to orientation.

All F-1, J-1 international students, and J-2 dependents are automatically enrolled in the A&M System insurance plan every semester unless they meet one of the exemption requirements. Please contact the International Student Services Office at 903-886-5097 or email: John_Jones@tamuc.edu for more information or you may visit www.tamuintsurance.com. Due to the mandatory coverage requirements medical and repatriation/evacuation insurance is required the entire year (including summer).

Submitting an Application (Domestic/International)

Documents must be submitted to the Office of Graduate Studies and Research at least 30 days before registration for master's level and doctoral level enrollment and 90 days before international student enrollment. Application deadlines are available online at web.tamuc.edu/academics/graduateSchool/graduateAdmissions/applicationSubmissionDeadlines.aspx.

Applications can be submitted online at the Graduate School website: www.tamuc.edu/gradschool. All admission documents need to be mailed to:

Mailing Address

Texas A&M University-Commerce
Office of Graduate Studies and Research
P. O. Box 3011

Physical Address

Texas A&M University-Commerce
Office of Graduate Studies and Research
2600 S. Neal St.

Non-degree Admission Status

Students who hold a bachelor's degree from a regionally accredited institution, but who are not seeking a graduate degree may enroll in graduate courses for educator certification, career enhancement, a graduate certificate, or personal development. International students are ineligible to enroll under non-degree student status. Financial Aid is not available for students in a non-degree status.

Applicants for non-degree status must submit the following to the Office of Graduate Studies and Research:

1. An application for admission to non-degree status.
2. A \$50.00 nonrefundable application fee.
3. An official bachelor's degree transcript sent directly to the Graduate School by the issuing institution.

Non-degree students will not be subject to grade point average or Graduate Record Examination (GRE) requirements, nor will they fall under the academic suspension policies applicable to degree-seeking students.

Certification Status

Students holding a bachelor's degree from a regionally accredited institution and who are not seeking a degree but are working toward a state or professionally mandated certification may enroll in graduate courses. Such students will not be subject to Graduate School grade point average or Graduate Record Examination requirements, nor will they fall under the academic suspension policies applicable to degree-seeking students.

Applicants must submit the following to the Office of Graduate Studies and Research:

1. An application for admission to Graduate Studies for certification.
2. A \$50.00 non-refundable application fee.
3. An official bachelor's degree transcript which must be sent directly to the Graduate School by the issuing institution.

Applicants should consult with a departmental advisor for specific departmental requirements.

<http://web.tamu-commerce.edu/academics/colleges/educationHumanServices/educatorCertificationAcademicServices/default.aspx>

Graduate Certificates

Graduate Certificates are a planned course of study designed to meet the academic and career needs of graduate students and employed professionals in a wide variety of disciplines. Students holding a bachelor's degree from a regionally accredited institution and who are not seeking a degree may enroll in graduate courses. Graduate Certificate programs must follow a planned course of study with minimum of twelve graduate semester hours and no more than twenty-four graduate semester hours. Course substitutions will not be allowed and all courses required in a certificate program must be earned from Texas A&M University-Commerce. The Graduate School requires students to have a 3.0 GPA on all courses used for the certificate; however departments may establish more rigorous GPA requirements. Additional information regarding Graduate Certificates can be found online at web.tamu-commerce.edu/academics/graduateSchool/programs/gradCertificates.aspx.

Applicants must submit the following to the Office of Graduate Studies and Research:

1. An application for admission to Graduate Studies for certification.
2. A \$50.00 non-refundable application fee.
3. An official bachelor's degree transcript which must be sent directly to the Graduate School by the issuing institution.

Applicants should consult with a departmental advisor for specific departmental requirements.

Changing from Non-degree or Certification Status to a Degree Program

A student wishing to change status from non-degree student status to a degree program must file a new application for admission to the Office of Graduate Studies and Research and satisfy all admission requirements for the specific degree program. A student must have an overall Texas A&M University-Commerce graduate GPA of 3.0 in order to change from non-degree or certification status to a degree program.

No more than 12 graduate credit hours taken in non-degree status may be applied toward a master's or a doctoral degree. Individual departments will make the final determination on how many semester credit hours (up to 18) a student may transfer from certification status to a master's degree program. All students should consult with the degree granting program concerning specific departmental transfer criteria.

Master's/Specialist Degree Program Status

Students desiring acceptance into a master's or specialist program first must meet the general requirements for admission to Graduate Studies. For master's degree students, there are three types of admission status: full, conditional, and provisional. Financial aid is available for full and conditional admission status only.

Full Admission Status

The applicant must satisfy the following requirements for full admission:

1. Hold a bachelor's degree from a regionally accredited institution or equivalent degree from a foreign institution. The bachelor's degree must be substantially equivalent in content to degrees granted by Texas A&M University-Commerce.
 2. Have an overall undergraduate grade point average of 2.75 on a 4.00 scale, or a 3.00 on the last 60 undergraduate hours.
 3. Meet all departmental requirements such as GRE/GMAT, letters of recommendation, interviews, portfolios, etc. Applicants who hold a master's degree from a regionally accredited institution in the United States and are seeking a second master's degree may be exempt from the GRE/GMAT requirement.
- Applicants to the BPA/MBA 5-year (accountancy) program are not required to have earned a bachelor's degree prior to admission into the program.

Conditional Admission Status

Applicants not qualifying for full admission may be granted conditional admission status.

Removal of Conditional Status. Conditional status will be changed to full admission once the student has met one of the following sets of requirements:

- Complete 12 semester hours of Texas A&M University-Commerce graduate coursework with a graduate GPA of at least 3.0, or
- Complete 9 semester hours of Texas A&M University-Commerce graduate coursework with a graduate GPA of at least 3.4 and no grades below B; and approval of the major department.

Failure to achieve a 3.0 GPA after completing 12 graduate hours will result in suspension of the student from further graduate study in any degree program for 3 years.

Provisional Admission Status

Most programs will allow a student to enroll for one semester (initial semester of enrollment in graduate studies) with any of the following deficiencies:

1. An official bachelor's transcript from a regionally accredited institution is not on file.
2. An official GRE or GMAT score is not on file at Texas A&M University-Commerce.
3. One or more departmental requirements have not been met.

Students admitted provisionally must be sure all outstanding admission documents are received by the Office of Graduate Studies and Research before the end of the first semester of enrollment. Submitting necessary GRE/GMAT scores or departmental requirements on time is the student's responsibility. Students whose files are not complete during the semester of provisional enrollment will not be permitted to reenroll or early register until the necessary documentation is received and an admission decision is determined. A list of all admission documents required for a student's program can be viewed online through MyLeo.

Academic Probation and Suspension from Master's/Specialist Degree Programs

1. Students with **full admission status** who fail to achieve and maintain an overall graduate GPA of 3.00 after the completion of 12 semester hours of graduate enrollment will be placed on academic probation for 1 semester. A student who fails to achieve a 3.00 overall graduate GPA by the end of the next semester of enrollment will be placed on academic suspension for a period of 2 semesters. (Two summer terms count as one semester.) After the academic suspension is served, the student may be allowed to reenroll only upon the recommendation of the major department head and with the approval of the graduate dean. Failure to achieve an overall 3.00 graduate GPA during any subsequent semester of enrollment will result in suspension, and the student will not be allowed to pursue further graduate study in a degree program for 3 years.
2. As noted above, students with **conditional admission status** who fail to achieve a 3.00 graduate GPA after the completion of 12 semester hours will be suspended and will not be allowed to pursue further graduate study in a degree program for 3 years. This provision applies to all courses taken, with the exception of duplicated courses (courses with the same prefix, number, and title), in which case only the most recent grade will be used. This provision also applies to all drop/fail courses and all incomplete courses in which an "X" has changed to an "F."
3. A student who fails to meet the professional expectation of the field for which he/she is preparing may be suspended from further study in that program by the department administering that program.
 - This provision applies to all courses taken, with the exception of duplicated courses (courses with the same prefix, number, and title), in which case only the most recent grade will be used.
 - This provision also applies to all drop/fail courses and all incomplete courses in which an "X" has changed to an "F."
 - Courses taken from other institutions will not be transferable if taken during a period of suspension from Texas A&M University-Commerce.

Requirements for the Master's/Specialist Degree

- **Prerequisite Coursework.** Admission to the Graduate School does not imply that the applicant has the necessary background to earn a degree in a specific department. To major or minor in a department, the candidate must have or must obtain adequate preparation to assure successful graduate work. Background leveling courses cannot be applied toward the graduate major.
- **Course Requirements.** All master's degrees require completion of at least 30 hours.
 - **Major.** A minimum of 18 hours is necessary to complete a major. The student should check the major department section of this catalog for specific course requirements. A student desiring to change majors, must be in good standing with the Office of Graduate Studies and Research, and must complete a Change of Major/Degree form.
 - **Minor.** A student may complete a minor (approved sequence of 12 hours (4 courses), upon receiving approval from the major and minor departments. Completion of a minor is not a mandatory requirement. Minors are not available for all programs and must be approved within a master's program. A student receiving a minor must satisfy candidacy and comprehensive examination requirements of the minor department.
- **Grade Point Average.** A GPA of 3.00 or better on all graduate work completed at Texas A&M University-Commerce, all graduate courses taken toward the degree, all major courses in the student's major field, and an overall GPA of 3.00 or better on all graduate courses completed is required for graduation. If a course is retaken, the last grade will be

counted in the computation of the overall GPA. A course in which an “F” is received is considered a course completed. Only grades earned at Texas A&M University-Commerce are calculated into the student’s GPA.

- No grade of “D” or below will count toward a graduate degree.
- No more than three grades of "C" can be used toward a master's degree.
- **Academic Fresh Start.** A graduate student who has not been enrolled for a period of at least 6 years may petition the Dean of Graduate Studies and Research to have previous graduate grades from courses at Texas A&M University-Commerce eliminated from the calculation of the official grade point average provided the courses were taken over 10 years previously. No courses eliminated from the student’s grade point average calculation can be used toward a graduate degree.
- **Master's/Specialist Degree Residency.** A minimum of two-thirds of the course work applied to a master’s/specialist degree must be taken from Texas A&M University-Commerce. Students should check with the department for any departmental residency requirements.
- **Time Limitation.** All work for the master’s/specialist degree must be completed during the 6 years immediately preceding the date on which the degree is to be awarded. Credit earned over 6 years prior to graduation requires specific written departmental justification and approval by the Dean of Graduate Studies and Research to be counted toward a master’s/specialist degree. The discipline in which the course(s) was taken shall be involved in the validation of an old course. In no case may courses more than 10 years old be applied toward the master’s/specialist degree. These same limitations apply to all transfer courses.
- **Catalog Privileges.** A student is entitled to use the degree provisions of any catalog in effect between the semester the student is admitted to the master’s/specialist degree program and the semester the student’s degree is conferred, provided the catalog used is not more than 6 years old at the time the degree is conferred.
- **Admission to Candidacy for Master’s Degree.** In those programs requiring candidacy, the student must apply and be admitted to candidacy at least one semester prior to graduation. Not all programs require candidacy. Degree programs requiring candidacy are Art, Biological Sciences, Chemistry, Counseling, History, Music, Physics, and Sociology. Admission to candidacy requires the following:
 - Full admission into the master’s program and satisfactory completion of all background courses and other departmental requirements.
 - Completion of at least four and not more than six Texas A&M University-Commerce graduate courses. Three of the courses must be in the major field.
 - A grade point average of 3.00 or higher on all graduate work at Texas A&M University-Commerce and on all graduate courses in the major.When the above requirements have been met, the student should petition the major (and minor, if applicable) department for admission to candidacy. The major and/or minor department may require a written and/or oral qualifying examination before granting approval. It is the student’s responsibility to see that the candidacy forms are submitted to the Office of Graduate Studies and Research prior to the semester in which the student expects to graduate.

Process to Schedule Thesis Proposal Defense

- Scheduling of the thesis proposal defense is a major step in the academic history of a doctoral student at Texas A&M University-Commerce. Below are guidelines to help you navigate through this important time. Students are expected to uphold the highest standards of research conduct and strictly adhere to all federal, state, and local regulations involving research.

To ensure integrity and compliance in research, all students involved in research activities must successfully complete training in *Responsible Conduct in Research and Scholarship* (http://www.tamu-commerce.edu/gradschool/research/responsible_conduct_training.asp). Additional training is required for individuals (see #2 below) whose research involves human/animal subjects or biological agents. Completion of #1 and #2 (if applicable) and A&M-Commerce Institutional Review Board (IRB) or Animal Care and Use Committee (IACUC) or Institutional Bio-safety Committee (IBC) approval must be achieved before you submit your Schedule Form for the Thesis Proposal Defense. Only students who have met the above applicable requirements will be eligible to schedule their proposal defenses. Proposal approval, not submission, by the Office of Graduate Studies and Research is required before any studies may be conducted.

To be able to schedule your proposal defense:

1. You must complete the online training for *Responsible Conduct in Research and Scholarship* (http://www.tamu-commerce.edu/gradschool/research/responsible_conduct_training.asp) before you submit your schedule form. Attach a copy of the certificate of training to the schedule form. **This training is required of all doctoral students and is good for only two (2) years.**
2. You must complete the following if your proposed research/study involves:

Human Subjects: Human Subjects research is defined as a systematic investigation designed to develop or contribute to generalize knowledge, which involves the collection of data from or about living human beings. In addition, all student research involving human subjects outside the classroom is considered to be in this category (see <http://web.tamu-commerce.edu/academics/graduateSchool/faculty/humanSubjectsIRB/default.aspx>).

- a. You must complete the Human Subjects online training **and** gain approval for the inclusion of human subjects in your research/study from the IRB for the Protection of Human Subjects. The online training can be accessed at the following website: <http://web.tamu-commerce.edu/academics/graduateSchool/humanSubjectsTraining.aspx>
- b. You must gain IRB approval for your study. The process to gain approval from the IRB includes completion, submission, and revisions (if required by your Departmental IRB Representative and/or IRB) of the IRB protocol form (see http://www.tamu-commerce.edu/gradschool/Compliance/IRB_Protocol_form.rtf). IRB protocol forms must be submitted to the Office of Sponsored Programs through your departmental IRB representative. Final approval for the inclusion of human subjects in your research/study rests with the IRB. Attach IRB approval email to schedule form.

Animal Subjects: Animal subjects are defined as any live, vertebrate animal (see http://www.tamu-commerce.edu/gradschool/research/animal_care.asp).

- a. You must complete the Animal Subjects online training **and** gain approval for the inclusion of animal subjects in your research/study from the Institutional for care of use of animals. The online training can be accessed at the following website: http://www.tamu-commerce.edu/gradschool/research/animal_care_training.asp
- b. You must gain IACUC approval for your study. The process to gain approval from the IACUC includes completion, submission, and revisions (if required by the IACUC) of the IACUC protocol form (see Research Protocols Form A at http://www.tamu-commerce.edu/gradschool/research/animal_care.asp). IACUC protocol forms must be submitted to the Office of Sponsored Programs. Final approval for the inclusion of animal subjects in your research/study rests with the IACUC. Attach IACUC approval email to schedule form.

Biological Agents: If you use or plan to use the following in your research (see <http://web.tamu-commerce.edu/research/compliance/biosafety/>).

- Pathogens and potential pathogens of humans, animals or plants;
- Materials potentially containing human pathogens (including human and non-human primate blood, tissue, and cell lines);

- Recombinant DNA and RNA including creation or use of transgenic plants and animals;
 - Select agents and toxics listed by CDC
 - Any material requiring a CDC license to import or a USDA permit
- a. You must complete Biosafety training online and gain approval from the IBC before commencing any work. On-line training can be accessed at <http://web.tamu-commerce.edu/research/compliance/biosafety/>.
 - b. The IBC approval for your study includes training, self-assessments, safety concerns, required biosafety levels, risk analysis, and emergency procedures. The detailed information can be found under Office of Sponsored Programs website. Final approval rests with the IBC, and the approval must be included in your application package.
3. Submit the attached form (fully filled out and signed) **and** any training completion certificates, IRB, IACUC, or Biosafety approval emails to The Office of Graduate Studies and Research **by the 20th of the month preceding the month** in which the presentation of the Thesis Proposal Defense is to be held. Should the 20th fall on Saturday or Sunday, the form must be filed on the Friday prior to the 20th. It is the responsibility of the student to get all required signatures.
- **Thesis (518) and Research Literature and Techniques (595) Credit.** All degree programs require the satisfactory completion of either the thesis (518) or the 595 course at Texas A&M University-Commerce. These courses cannot be transferred from another institution. A student who is writing a thesis is required to register for 518 to receive guidance from a member of the faculty or while utilizing university facilities. Credit for 6 hours of 518 or 3 hours of 595 per degree will be given upon satisfactory completion of the requirement. Unless approved by the department and the Graduate Dean, 518 or 595 must be taken in the student's major department. A reduced fee for 518 may be approved by the Registrar's Office after all other course work for the degree is completed. Students writing a thesis must be enrolled in 518 during the semester the thesis is approved by the Office of Graduate Studies and Research. A student's completion of the 595 course must result in a product available for reference in the department for a minimum of 3 years.
 - **Final Comprehensive Examinations.** The candidate must pass a comprehensive examination administered by the advisory committee or major department and covering all the work within the master's/specialist degree program, including an acceptable defense of the thesis, if applicable. The student must be fully admitted to a master's degree program and be in good academic standing with the Office of Graduate Studies and Research to be eligible to take the final examination. The Final Comprehensive Examination Report must be submitted to the Office of Graduate Studies and Research prior to graduation according to the deadline found in the current Graduate Catalog. <http://web.tamu-commerce.edu/admissions/registrar/academicCalendars/default.aspx>. A candidate who fails this examination must complete whatever further courses or additional study are stipulated by the advisory committee or by the major department to correct the weaknesses or deficiencies revealed by the examination. The candidate who fails the examination may retake it no sooner than mid-term of the following semester. Should the candidate fail the examination upon the second attempt, a third and final attempt may be taken only with the recommendation of the advisory committee or major department and approval of the Dean of Graduate Studies and Research.
 - **Submission of Thesis. Final Submission.** The candidate will be contacted with any changes to the manuscript. After making these changes, and gaining their advisors approval, the student will resubmit their corrected Thesis for final approval. 3 copies will be bound and distributed to the student's major department, major advisor, and the library. The student may order more through Proquest. Once the Office of Graduate Studies has given final approval of the thesis the student will electronically upload their thesis to Proquest for processing by the Office of Graduate Studies.

- *Initial submission.* One copy of the thesis in its final form must be submitted to the Office of Graduate Studies and Research by the deadline indicated in the Academic Calendar or the Graduate Catalog for that particular semester (this deadline is approximately 6 weeks prior to commencement). Accompanying this copy will be the following:
 - The Final Comprehensive/Thesis Defense Report.
 - Receipt showing payment of the thesis fees. Contact the Office of Graduate Studies for amounts and processing.
 - Survey of Earned Doctorates (required for PhD students only, not EdD students)
 - Advisors approval to submit Thesis/Thesis Form
 - Thesis Information Sheet
- **Final Approval.** Final approval of the thesis rests with the Dean of Graduate Studies and Research.
- **Graduation and Commencement.** Commencement exercises are held three times each academic year in May, August, and December. Students must file for graduation with the Registrar's Office during the semester they plan to graduate. Students will be approved for graduation and the degree after they have completed all degree requirements satisfactorily and been approved by the Graduate Committee of the department and the Graduate School. Please check the University Academic Calendar for deadline dates for filing. Graduation information is available online at <http://web.tamu-commerce.edu/admissions/registrar/default.aspx> Students may apply for graduation online through MyLeo. A student must be in good academic standing in order to complete graduation requirements. Participation in the commencement ceremony does not guarantee conferring of any degree. Texas A&M University-Commerce has the right to rescind any conferred degree if the University becomes aware that the student did not meet degree requirements.
 - Good Academic Standing
 - No Grades Below "C"
 - Only 3 Grades of "C"
 - Overall GPA of 3.0 or Better
 - Departmental Course Requirements are met
 - Successful Completion of Comprehensive Examination

Second Master's Degree

Subject to the approval of the Graduate Dean, the department head, and the dean of the college, students holding master's degrees from a regionally accredited graduate institution in the United States may apply certain courses that were a part of a previously earned graduate degree toward a second master's degree, provided such courses are not more than 6 years old at the time the second master's degree is conferred. The number of courses so permitted will be as follows:

- For 30-semester-hour programs, no more than 9 approved hours.
- For 36-semester-hour programs, no more than 12 approved hours.
- For the 62-semester-hour Master of Fine Arts (MFA), no more than 20 approved hours.
- For the 66-semester-hour Specialist School Psychology (SSP), no more than 22 approved hours.
- A thesis completed for a previous degree cannot be used for a second masters degree.
- A 595 Research Literature and Techniques course can only be used for a second master's with departmental and Graduate School approval. A 595 Research Literature and Techniques cannot be transferred in from another institution.
- All remaining courses applied to satisfy the requirements for the second master's degree must be Texas A&M University-Commerce courses.
- The second master's degree will be subject to the general regulations governing master's degrees except as stated above.

Earning Graduate Credit

Graduate Courses

Graduate courses that are applied toward a master's/specialist degree are numbered 500 and above. Course requirements for specific degree programs can be found in the academic department section of this catalog.

Undergraduate Courses Taken for Graduate Credit

Under some circumstances a student may take a 300- or 400-level course for graduate credit. In such cases a student will be expected to complete additional work beyond the normal course requirements at a level commensurate with graduate instruction. In order to obtain graduate credit for a 300- or 400-level course, the student must, prior to enrollment, initiate submission of Graduate credit for a 300 or 400 level courses form at this link: <http://web.tamu-commerce.edu/academics/graduateSchool/graduateForms.aspx> with a copy of the course syllabus detailing the additional requirements for graduate credit to the Office of Graduate Studies and Research for final approval by the Dean of Graduate Studies and Research. Up to two such courses may be applied toward a master's degree. Course must be taught by a Graduate Faculty member.

Transfer of Credit

Up to one-third of the credit required for a master's/specialist degree program (excluding leveling courses) may be accepted as transfer credit from another regionally accredited institution in the United States. For example, a maximum of 12 semester hours can be transferred for a 36-hour program; for a 30-hour program, a maximum of 9 hours can be transferred. Transfer courses applied toward a master's/specialist degree must be in a graduate academic area taught at Texas A&M University-Commerce.

- Transfer credit will be granted for only those courses in which the student received a grade of "B" or better.
- 595 or 518 must be taken at Texas A&M University-Commerce and cannot be transferred in from another institution.
- Only grades earned at Texas A&M University-Commerce will be calculated into the student's grade point average.
- Time limitations on transfer courses are the same as for Texas A&M University-Commerce courses.
- All work for the masters/specialist degree must be completed during the 6 years immediately preceding the date on which the degree is to be awarded.
- Transfer courses will only be used from a Regionally Accredited University.

Students desiring to use transfer courses toward their degree requirements must have full or conditional admission to a degree program. They must also submit a Graduate Transfer/Substitution Course Request form <http://web.tamu-commerce.edu/academics/graduateSchool/graduateForms.aspx> and an official transcript sent directly from the institution to Texas A&M University-Commerce. These courses will be evaluated and, if approved, posted to the Texas A&M University-Commerce transcript. Approval from both the major department head and the Dean of Graduate Studies is required before these courses can be applied toward master's/specialist degree.

Students that have applied for graduation and are concurrently enrolled or enrolled at another institution during the final semester in a program will be required to submit an official transcript before final clearance can be completed and degree can be awarded.

The combination of transfer credit, graduate experiential, extension credit, and courses from a previous graduate degree cannot exceed one third of the credit received for the master's/specialist degree. 595's and 518's must be taken at Texas A&M University-Commerce and cannot be transferred from another institution.

Extension Credit

Extension credit toward a master's degree may not exceed one-third of the credit required for a master's degree.

The combination of transfer credit, graduate experiential, extension credit, and courses from a previous graduate degree cannot exceed one third of the credit received for the master's degree.

Correspondence Courses

Credit earned by correspondence will not apply toward a master's/specialist degree.

Graduate Experiential Credit

The University does not generally award graduate academic credit for experiential learning. The University may consider the awarding of graduate credit for experiential learning in order to meet emerging state educational priorities and mandates. Awarding of this credit will be based solely on experiential learning that is part of a formal agreement between the University and another regionally accredited educational institution or certifying agency licensed by the State of Texas to provide professional certifications, which have historically been limited to universities. The formal agreement shall require the approval of the departmental faculty, the academic dean, the graduate dean, and the provost, and will comply with the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number 404-679-4501).

The combination of transfer credit, graduate experiential, extension credit, and courses from a previous graduate degree cannot exceed one third of the credit received for the master's degree.

Seniors in Graduate Courses

Texas A&M University-Commerce seniors in their last semester of coursework who lack 12 hours, or fewer, to graduate and have a grade point average of 2.75 or higher may enroll for 3 to 6 hours of graduate credit, subject to prior written recommendation from the major undergraduate department head and approval by the Dean of Graduate Studies and Research.

1. Graduate hours taken cannot apply toward an undergraduate degree.
2. Students in the 5-year MBA (accountancy) program may be exempt from the requirements for seniors taking graduate courses with the approval of the department head and the Dean of Graduate Studies and Research.
3. The maximum load for seniors who register for graduate and undergraduate credit is 12 credit hours per semester or 6 hours per summer term.

The combination of undergraduate and graduate courses a senior may enroll for fall or spring semester cannot exceed 12 hours or 6 hours per summer term.

Independent Studies Courses

The maximum number of individually arranged courses ("589" and "689") permissible toward a master's/specialist degree program is 25% of the required coursework.

Enrollment Limitation or Administrative Withdrawal

Enrollment in any graduate course is subject to approval by the academic dean, the department offering the course, the instructor teaching the course, and the Dean of Graduate Studies and Research, whether or not such is specifically stated in the course description. A student may be prevented from enrolling in the course or dropped from the course if the student is not academically qualified, becomes a threat to the health and/or safety of anyone in the class (including the student), interferes with the educational process, and/or is disruptive in any way. In such cases, the Graduate Dean will confer with the faculty member, department head, and academic dean involved and then take appropriate action. Any tuition refund to which the student is entitled will be determined according to the University schedule for refunds and will be based on the date on which the student was dropped from the course.

Requirements for Specific Master's/Specialist Degrees

In addition to the Requirements for Master's Degrees covered above, shown below are some requirements for specific master's degrees.

1. Requirements for the Master of Arts Degree

1. *Requirements.* The candidate must fulfill all requirements for a graduate degree.
2. *Minimum Graduate Courses.* A minimum of 30 graduate semester hours is required for the MA Degree.
3. *Major.* From 18-30 graduate semester hours within the major department are required to constitute a major field of concentration for the Master of Arts degree. Up to 6 hours of master's thesis can be applied to a degree.
4. *Electives.* With both major and minor department approval, a sequence of at least 12 hours within a second subject area may be designated on the graduate record as a minor.
5. *Foreign Language Requirement.* The candidate for the Master of Arts degree must meet the language requirement for the Bachelor of Arts degree at this institution.
That requirement can be met with one of the following:
 - a. Completion of at least 12 semester hours (four courses) in one foreign language.
 - b. Completion of 6 semester hours (above elementary courses) if 2 years of high school credit in the language have been submitted as part of the regular university admission requirements.
 - c. Completion of 3 semester hours if the student presents 3 or 4 years of high school credit.
 - d. American Sign Language (ASL) is considered an acceptable foreign language. Students should consult with departmental Director of Graduate Studies regarding this requirement.
6. *Research Courses.* Students must complete a 518 to fulfill all requirements for a graduate degree.
7. *Final Comprehensive Examination.* Candidate must successfully complete the comprehensive exam.

2. Requirements for the Master of Art in Teaching

1. *Requirements.* The candidate must fulfill all requirements for a graduate degree.
2. *Program Requirements.* Thirty hours are required for students with undergraduate preparation in science, technology, engineering, or mathematics. Thirty-six hours are required for students without undergraduate preparation. Completion of 3 hours of 595 (Research Literature and Techniques) in the major department is required.
3. *Final Comprehensive Examination.* Candidate must successfully complete the comprehensive exam.

3. Requirements for the Master of Business Administration Degree

1. *Requirements.* The candidate must fulfill all requirements for a graduate degree.
2. *Background.* The candidate must have earned a bachelor's degree from a regionally accredited institution. His/her academic background in completed undergraduate and/or graduate level courses should include work in the fundamental principles of each of the following areas: accounting, legal environment, economics, finance, management and organizational behavior, production and operations management, information systems, marketing, and statistics (see the program description in the College of Business and Technology section of this catalog). Candidates will be required to complete the necessary prerequisites before taking advanced graduate courses in any of the above areas. Students in the BPA/MBA 5-year (accountancy) program are not required to have earned a bachelor's degree prior to admission into the program.
3. *Program Requirements.* Beyond the background courses, the nonthesis degree program consists of a six-course managerial component, a two-course information analysis component, and BA 595 (Applied Business Research). Elective courses complete the program. For complete details, see the College of Business and Technology section of this catalog. Students seeking a thesis option should contact the Office of Graduate Programs in Business for specific details at 903-886-5190 or MBA@tamuc.edu.
4. *Electives.* With both major and minor department approval, a sequence of at least 12 hours within a second subject area may be designated on the graduate record as a minor.
5. *Final Comprehensive Examination.* Candidate must successfully complete the comprehensive exam.

4. Requirements for the Master of Education Degree

1. *Requirements.* The candidate must fulfill all requirements for a graduate degree.
2. *Background.* Candidates should have a State of Texas teaching certification and 18 semester hours in the field of education.

3. *Program Requirements.* Specific course requirements are set forth in this catalog under the department granting the degree. All programs require a minimum of 36 semester hours which consist of the following:
 - a. *Major.* A major of 18-24 hours including 3 hours of 595 (Master's Degree Research Component) in the major department. A minimum of 24 hours in three fields arranged in a 12-6-6 pattern is required for a broad-field major.
 - b. *Electives.* In addition to the 18-24 hours required within the major field, 12-18 hours in approved fields must also be satisfactorily completed. With both major and minor department approval, a sequence of at least 12 hours within a second subject area may be designated on the graduate record as a minor. A minimum of 12 hours in education is required for those who do not major in education.
4. *Final Comprehensive Examination.* Candidate must successfully complete the comprehensive exam.
5. **Requirements for the Master of Fine Arts Degree**
 1. *Requirements.* The candidate must fulfill all requirements for a graduate degree.
 2. *Background.* The candidate may enter this program only with faculty approval no earlier than the second regular, full-time semester of study. Until such admission is applied for and approved, the student is temporarily enrolled in an MA or MS program of study. Applicants must have a bachelor's degree, or its equivalent, with an art major or comparable experience, 9 semester hours of art history and minimum grade point average of "B" in all undergraduate studio art courses.
 3. *Program Requirements.* Specific requirements are set forth in the catalog under the Department of Art. The MFA degree requires at least 62 hours in the following areas:
 - a. Studio Art (32 semester hours)
 - b. Art History, Theory, and Seminars (12 semester hours)
 - c. New Learning Context (12 semester hours)
 - d. Thesis/Creative Exhibit (6 semester hours)
 4. *Final Comprehensive Examination.* Candidate must successfully complete the comprehensive exam.
6. **Requirements for the Master of Music Degree**
 1. *Requirements.* The candidate must fulfill all requirements for a graduate degree.
 2. *Background.* The candidate must have completed a bachelor's degree with a major (or equivalent thereof) in the area of specialization. An audition and/or interview with music faculty and satisfactory completion of the Graduate Diagnostic Music Examination are required.
 3. *Program Requirements.* The Master of Music degree is offered in performance and in music education. All Master of Music degrees require a minimum of 30 semester hours, with approximately one third of the coursework taken in the major area, and the remaining hours selected from music literature, music theory, composition, conducting, pedagogy, music education, and performance. The major in music education provides specialized course structures designed for band and choral directors; and also features a nonthesis 36-hour option including 595 Research Literature and Techniques. More specific details of each option are outlined in the music portion of this catalog.
 4. *Final Comprehensive Examination.* Candidate must successfully complete the comprehensive exam.
7. **Requirements for the Master of Science Degree**
 1. *Requirements.* The candidate must fulfill all requirements for a graduate degree.
 2. *Options.* The candidate will complete an approved program under one of the following options:
Option I: Complete a 30 semester hour program which includes 6 hours of thesis. From 6 to 12 hours may be taken outside the major and four courses in one subject may be designated as a minor.
Option II: Complete a 36 semester hour academic program which consists of the following:
 - a. *Major.* A major of 18 hours including 3 hours of 595 (Master's Degree Research Component) in the major department. A minimum of 24 hours in three fields arranged in a 12-6-6 pattern is required for a broad-field major.
 - b. *Electives.* In addition to the major described above, up to 18 hours in additional fields may be chosen with departmental approval. With both major and minor department approval, a sequence of at least 12 hours within a second subject area may be designated on the graduate record as a minor.
 3. *Final Comprehensive Examination.* Candidate must successfully complete the comprehensive exam.
8. **Requirements for the Master of Science in Finance**
 1. *Requirements.* The candidate must fulfill all requirements for a graduate degree.

2. Complete a 36 semester hour academic program which consists of the following:
 - a. *Major*. A major of 18 hours including 3 hours of 595 (Master's Degree Research Component) in the major department.
 - b. *Electives*. In addition to the major described above, up to 18 hours in additional fields may be chosen with departmental approval. With both major and minor department approval, a sequence of at least 12 hours within a second subject area may be designated on the graduate record as a minor.
3. *Final Comprehensive Examination*. Candidate must successfully complete the comprehensive exam.
9. **Requirements for the Master of Social Work Degree**
 1. *Requirements*. The candidate must fulfill all requirements for a graduate degree.
 2. *Program Requirements*. Thirty-six hours are required for students who completed a BSW Degree within the past seven years. Eight foundation courses plus four hours of field practicum and two electives are required for students who lack the Bachelor of Social Work Degree. Some foundation courses may be waived if prior proficiency can be demonstrated. Completion of 3 hours 595 (Research Literature and Techniques) in the major department is required.
 3. *Final Comprehensive Examination*. Candidate must successfully complete the comprehensive exam.

Interdisciplinary Studies

A Master of Arts or Master of Science degree with a major in Interdisciplinary Studies is offered through the Federation of North Texas Area Universities in cooperation with the University of North Texas. This program is designed for students with a particular intellectual interest not met by any specific degree program available through the traditional disciplines.

1. *Requirements*. The candidate must fulfill all requirements for a graduate degree.
2. *Program Requirements*. The Interdisciplinary Studies program involves work in three or more disciplines with a primary area of no fewer than 12 hours, including 595, and a minimum of 6 hours in each allied area. Interdisciplinary programs are developed with an advisor in the primary area and must be approved by the Dean of Graduate Studies and Research. Program approval should be received prior to the completion of 12 hours.
3. *Options*. The course requirements for the MA and MS Option I degree are a minimum of 30 semester hours, six of which must include the thesis. Course requirements for the MS Option II degree are a minimum of 36 semester hours, three which must include the course 595.
4. *Final Comprehensive Examination*. As with other master's degrees, a final comprehensive examination is required. The program is coordinated by the Dean of Graduate Studies and Research, who will assign an appropriate advisor to plan the program. The advisor is responsible for overseeing the student's program and is responsible for setting up and administering the comprehensive examination.

Specialist in School Psychology

The School Psychology program at Texas A&M University-Commerce prepares students for attainment of a Specialist in School Psychology (SSP) degree. The current specialist degree program is consistent with the requirements published by the Texas State Board of Examiners of Psychologists for the Licensed Specialist in School Psychology (LSSP). Upon completion of the 66 hour degree program, graduates are eligible for licensure in the state of Texas as a LSSP and certification at the national level as a NCSP.

Requirements for the Specialist in School Psychology Degree

1. *Requirements*. The candidate must fulfill all requirements for a graduate degree.
2. *Program Requirements*. Sixty-six hours are required for the SSP degree. Six hours of practicum and 6 hours of internship. The remaining 54 academic course hours are in the content areas of psychological foundations, research and statistics, educational foundations, assessment, intervention, and professional and legal issues. Completion of 3 hours of 595 (Research Literature and Techniques) in the major department is required.
3. *Final Comprehensive Examination*. Candidate must successfully complete the comprehensive exam.

Doctoral Degree Programs

Texas A&M University-Commerce offers the following Doctor of Education (EdD) and Doctor of Philosophy (PhD) degree programs:

- EdD in Educational Administration
- EdD in Supervision, Curriculum, and Instruction—Elementary Education
- EdD in Supervision, Curriculum, and Instruction—Higher Education
- PhD in Counseling
- PhD in Educational Psychology
- PhD in English

Admission to Doctoral Degree Programs

Students desiring acceptance into a doctoral program must meet the general requirements for admission to Graduate Studies; have an overall undergraduate grade point average of 2.75 on a 4.00 scale, or a 3.00 on the last 60 undergraduate hours, or a 3.40 for a master's degree and work beyond the master's level; and must meet all departmental requirements, such as GRE, letter of recommendation, interviews, portfolio, etc.

The student will be provided with a statement of goals form to be completed and returned and reference forms for distribution to at least four persons, two of whom should hold doctoral degrees. The student will be responsible for seeing that completed reference forms are submitted to the Office of Graduate Studies and Research.

Individual departments may establish additional requirements for admission to a specific degree program. Applicants will be required to fulfill any additional requirements established by the major department.

Applications of students who have met the requirements listed above will be forwarded to the major department. The department will review each application and make a recommendation regarding admission status to the Dean of Graduate Studies and Research who will send written notice of the admission decision to the applicant.

A student is either granted full admission or denied full admission. There is no provisional or conditional admission status.

A doctoral student who has not enrolled for 5 calendar years must apply for readmission under current admission standards for doctoral programs.

Some departments have specific dates for the departmental review of applications. Applications submission deadlines are available online at web.tamu-commerce.edu/academics/graduateSchool/graduateAdmissions/applicationSubmissionDeadlines.aspx.

Requirements for the Doctoral Degree

1. **Degree Plan.** Upon acceptance into a doctoral program, the student should contact his/her major department and/or advisor to discuss the doctoral degree plan. The degree plan will then be completed with the major and minor advisors (if a minor is selected) and forwarded to the Office of Graduate Studies and Research for approval no later than the first semester of enrollment as a doctoral student. An official copy of the degree plan will then be sent to the student and the department.
2. **Course Requirements.** A minimum of 90 semester hours beyond the baccalaureate degree or 60 semester hours beyond the master's degree is required for the doctoral degree. At least 45 hours of graduate course credit must be earned from Texas A&M University-Commerce. Master's level 595 research courses cannot be used toward a doctoral program. All courses applied toward a doctoral degree must be 500-level or higher. No more than 12 graduate credit hours (including hours completed in nondegree status) beyond the master's degree taken prior to admission to a doctoral program can be applied toward a doctoral degree.
 - a. **Major.** A major requires at least 36 semester hours excluding dissertation hours (718); however, a specific program may require additional semester hours for a major. (Specific program requirements are listed under each departmental section of this catalog.)

- b. **Minor.** Students selecting the 60 hours beyond the master's degree option are not required to have a minor. A minor consisting of a minimum of 30 semester hours is required in all 90-hour programs except counseling, educational psychology, and English programs. The minor requirement can be fulfilled by one of the following options:

1. *A comprehensive minor with all course work in one academic area.* A committee member will be assigned from the academic area and will determine the courses to be taken and be involved in evaluating the written and oral qualifying examinations, the dissertation, and the dissertation defense.
2. *A split minor is two academic areas with at least 12 hours in each area (a 12-18 or 15-15 format).* Committee members will be assigned from both academic areas, and they will determine the courses to be taken and to be involved in the written and oral qualifying examinations, the dissertation, and the dissertation defense.
3. *An interdisciplinary studies minor in three academic areas (a 12-9-9 format).* In rare cases, an interdisciplinary studies minor consisting of at least 9 hours in each of three academic areas may be approved. Committee members will be assigned from each of the academic areas, and will be involved in the written and oral qualifying examination, the dissertation proposal, and the dissertation defense.

Regardless of the option chosen the following conditions will apply: assignment of minor advisors rests with the head of the minor department or departments; all courses applied to the minor areas must be approved by the head of the appropriate minor department; at least one committee member must be from outside the student's major department; transfer courses applied toward a minor must be in academic areas taught at Texas A&M University-Commerce.

c. **Other Requirements:**

1. Credit for no fewer than nine semester hours and not more than 12 semester hours of dissertation (718).
2. Electives and other course requirements as indicated under each departmental section of this catalog.
3. Research Tools (see No. 9).

Specific program requirements are listed under each departmental section of this catalog.

3. **Grade Point Average.** A grade point average of 3.00 or better on all graduate work completed at Texas A&M University-Commerce and in the student's major, as well as an overall grade point average of 3.00 or better on all graduate courses completed, is required for graduation. If a course is retaken, the last grade will be counted toward graduation and computation of the overall grade point average. No grade of "C" or below will count toward a doctoral degree. A course in which an "F" is received is considered a course completed. Only grades earned at Texas A&M University-Commerce will be calculated with student's grade point average.
4. **Academic Probation and Suspension from Doctoral Degree Programs.** A student who fails to achieve and maintain an overall 3.00 graduate grade point average during any semester of enrollment will be placed on academic probation. A student who fails to achieve a 3.00 overall graduate grade point average by the end of the next semester of enrollment will be placed on academic suspension for a minimum of two semesters (two summer terms count as one semester). After the academic suspension is served, the student may be allowed to reenroll only upon the recommendation of the major department and with the approval of the Dean of Graduate Studies and Research. Failure to achieve an overall 3.00 graduate grade point average during any subsequent semester of enrollment will result in dismissal, and the student will not be allowed to pursue further study toward the doctoral degree at Texas A&M University-Commerce. No course with a grade of "C" or lower will count toward a doctoral degree. A student receiving a grade of "C" or lower in a third graduate course will be suspended and will not be allowed to pursue further doctoral study at Texas A&M University-Commerce. This provision applies to all courses taken, including all duplicated courses. Courses taken from other institutions will not be transferable if taken during a period of suspension from Texas A&M University-Commerce. Students on academic suspension from another institution will not be admitted to Texas A&M University-Commerce until their specific period of suspension expires. A student who fails to meet the professional expectations of the field for which they are preparing may be suspended from further study in that program by the department administering that program.
5. **Academic Fresh Start.** A graduate student who has not been enrolled for a period of at least 6 years may petition the Dean of Graduate Studies and Research to have previous graduate grades from courses at Texas A&M University-

Commerce eliminated from the calculation of the official grade point average provided the courses were taken over 10 years previously. No courses eliminated from such calculation can be used toward a graduate degree.

6. **Doctoral Degree Residency.** After admission to a doctoral degree program, each student is required to engage in activities that fulfill departmental residency requirements. The departmental residency plan specifies requirements in the following areas:
 - a. Involvement in events that broaden intellectual growth.
 - b. Use of academic support resources.
 - c. Faculty-student interactions that promote scholarship, mentoring, and opportunities for evaluation.
 - d. Involvement with cognate disciplines and research scholars in those disciplines.
 - e. Engagement in meaningful peer interactions.Please check with the major department for specific requirements. Successful completion of residency is conferred by approval of the department.
7. **Time Limitation.** All degree requirements beyond the master's must be completed within 10 calendar years from the date of admission to the doctoral program. However, course work taken beyond the master's degree and that is over 10 years old at the time the doctoral degree is to be conferred cannot be used toward the doctoral degree.
8. **Catalog Privileges.** A student is entitled to use the degree provisions of any catalog in effect between the semester the student is admitted to the doctoral degree program and the semester the student's degree is conferred, provided the catalog used is not more than 10 years old at the time the degree is conferred.
9. **Research Tools.** All research tools must be taken at Texas A&M University-Commerce. Candidates for the doctoral degree must possess proficiency in the use of the research skills necessary to successfully complete the doctoral dissertation. It is desirable for students to demonstrate these proficiencies early in their program; however, if that is not possible, students should demonstrate such proficiency prior to taking the qualifying examinations.

Research tools requirements for doctoral degrees in the College of Education and Human Services can be met by successfully completing required coursework.

- The Doctor of Education (EdD) requires 12 hours of prescribed coursework.
- The Doctor of Philosophy (PhD) requires 15 hours of prescribed coursework.
- Courses must be completed with a grade of B or better.
- Only doctoral research tool courses approved in advance of their offering, by the Graduate Council can be used to satisfy this requirement.
- These course requirements cannot be met through individual studies courses.

The research tools requirement for the Doctor of Philosophy (PhD) in English

- 12 semester hours of college-level classes in one foreign language.
- Students with native or near-native competence in a relevant foreign language may consult with the department Director of Graduate Studies regarding this requirement.

Research tools courses must include bibliographic research skills, so that candidates are able to find, evaluate, use and communicate information in all its various formats.

These requirements are to be viewed as minimal requirements. Consequently, a department may require additional research tool courses either for all of their students or as a requirement for an individual

student based upon that student's need.

Students cannot be admitted to doctoral candidacy until the research tools requirement has been met.

10. **Qualifying Examinations.** Upon the completion of approximately 2 full years of study, doctoral students take written and oral qualifying examinations. The qualifying examinations are designed to test the student's knowledge in the major and minor fields and are administered under the direction of an advisory committee consisting of representatives from the major and minor departments. An application for taking qualifying examinations and a current Texas A&M University-Commerce transcript must be submitted to the major department at least 3 weeks prior to the examinations. An applicant who does not pass the qualifying examinations may be suspended from the doctoral program, or upon the recommendation of the advisory committee and with the approval of the Dean of Graduate Studies and Research, may be permitted to repeat the examinations.

11. **Admission to Candidacy for Doctoral Degree.** After the qualifying examinations have been satisfactorily completed and all requirements have been verified by the Graduate School, the student will be admitted to candidacy. Notification of admission to candidacy will be made by the Dean of Graduate Studies and Research. After a student has been admitted to candidacy and all course work (except 718 Dissertation) has been completed, the student may qualify for reduced tuition. The degree can be conferred no sooner than 8 months after admission to candidacy.

12. **Process to Schedule Dissertation Proposal Defense**

Scheduling of the dissertation proposal defense is a major step in the academic history of a doctoral student at Texas A&M University-Commerce. Below are guidelines to help you navigate through this important time. Students are expected to uphold the highest standards of research conduct and strictly adhere to all federal, state, and local regulations involving research.

To ensure integrity and compliance in research, all students involved in research activities must successfully complete training in *Responsible Conduct in Research and Scholarship* (http://www.tamu-commerce.edu/gradschool/research/responsible_conduct_training.asp). Additional training is required for individuals (see #2 below) whose research involves human/animal subjects or biological agents. Completion of #1 and #2 (if applicable) and A&M-Commerce Institutional Review Board (IRB) or Animal Care and Use Committee (IACUC) or Institutional Bio-safety Committee (IBC) approval must be achieved before you submit your Schedule Form for the Dissertation Proposal Defense. Only students who have met the above applicable requirements will be eligible to schedule their proposal defenses. Proposal approval, not submission, by the Office of Graduate Studies and Research is required before any studies may be conducted.

To be able to schedule your proposal defense:

1. You must complete the online training for *Responsible Conduct in Research and Scholarship* (http://www.tamu-commerce.edu/gradschool/research/responsible_conduct_training.asp) before you submit your schedule form. Attach a copy of the certificate of training to the schedule form. **This training is required of all doctoral students and is good for only two (2) years.**
2. You must complete the following if your proposed research/study involves:

Human Subjects: Human Subjects research is defined as a systematic investigation designed to develop or contribute to generalize knowledge, which involves the collection of data from or about living human beings. In addition, all student research involving human subjects outside the classroom is considered to be in this category (see <http://web.tamu-commerce.edu/academics/graduateSchool/faculty/humanSubjectsIRB/default.aspx>).

- a. You must complete the Human Subjects online training **and** gain approval for the inclusion of human subjects in your research/study from the IRB for the Protection of Human Subjects. The online training can be accessed at the following website: <http://web.tamu-commerce.edu/academics/graduateSchool/humanSubjectsTraining.aspx>
- b. You must gain IRB approval for your study. The process to gain approval from the IRB includes completion, submission, and revisions (if required by your Departmental IRB Representative and/or IRB) of the IRB protocol form (see http://www.tamu-commerce.edu/gradschool/Compliance/IRB_Protocol_form.rtf). IRB protocol forms must be submitted to the Office of Sponsored Programs through your departmental IRB representative. Final approval for the inclusion of human subjects in your research/study rests with the IRB. Attach IRB approval email to schedule form

Animal Subjects: Animal subjects are defined as any live, vertebrate animal (see http://www.tamu-commerce.edu/gradschool/research/animal_care.asp).

- a. You must complete the Animal Subjects online training **and** gain approval for the inclusion of animal subjects in your research/study from the Institutional for care of use of animals. The online training can be accessed at the following website: http://www.tamu-commerce.edu/gradschool/research/animal_care_training.asp
- b. You must gain IACUC approval for your study. The process to gain approval from the IACUC includes completion, submission, and revisions (if required by the IACUC) of the IACUC protocol form (see Research Protocols Form A at http://www.tamu-commerce.edu/gradschool/research/animal_care.asp). IACUC protocol forms must be submitted to the Office of Sponsored Programs. Final approval for the inclusion of animal subjects in your research/study rests with the IACUC. Attach IACUC approval email to schedule form.

Biological Agents: If you use or plan to use the following in your research (see <http://web.tamu-commerce.edu/research/compliance/biosafety/>).

- Pathogens and potential pathogens of humans, animals or plants;
- Materials potentially containing human pathogens (including human and non-human primate blood, tissue, and cell lines);
- Recombinant DNA and RNA including creation or use of transgenic plants and animals;
- Select agents and toxics listed by CDC
- Any material requiring a CDC license to import or a USDA permit

- a. You must complete Biosafety training online and gain approval from the IBC before commencing any work. On-line training can be accessed at <http://web.tamu-commerce.edu/research/compliance/biosafety/> .
- b. The IBC approval for your study includes training, self-assessments, safety concerns, required biosafety levels, risk analysis, and emergency procedures. The detailed information can be found under Office of Sponsored Programs website. Final approval rests with the IBC, and the approval must be included in your application package.

1. Submit the attached form (fully filled out and signed) **and** any training completion certificates, IRB, IACUC, or Bio-safety approval emails to The Office of Graduate Studies and Research **by the 20th of the month preceding the month** in which the presentation of the Dissertation Proposal Defense is to be held. Should the 20th fall on Saturday or Sunday, the form must be filed on the Friday prior to the 20th. It is the responsibility of the student to get all required signatures.

- **Proposal.** Prior to proposing, the student must secure IRB approval if they are using animals or human subjects in their proposal. The student will work with the members of the advisory committee in developing the dissertation proposal. The proposal will be presented to the advisory committee and a Graduate Council representative in a session that will be open to all graduate faculty members. To schedule the session, the student must submit the Schedule of the Presentation of the Dissertation Proposal Form fully completed and signed to the Graduate School no later than the 20th of the month prior to the month the session is scheduled. The student must gain proposal approval at least one semester prior to graduation. After the proposal, the student must submit to the Graduate School:
 - A hard copy of the proposal
 - Dissertation proposal form
 - Adviser's approval to submit Thesis/Dissertation Form
 - **Dissertation Credit.** After admission to candidacy, the student is required to enroll in at least 3 hours of 718 each fall and spring semester until the dissertation is completed and approved by the advisory committee and the Graduate School. Enrollment during the summer term is not required unless the student is using the counsel of the major adviser and/or University facilities. Students who fail to enroll for dissertation during a fall or spring semester after admission to candidacy will be prohibited from enrolling until the tuition has been paid for those semesters.
 - **Scheduling the final examination/dissertation defense.** A “Schedule for the Final Examination/Dissertation Defense” form must be filed in the Office of Graduate Studies and Research by the 20th of the month prior to the month the examination is to be held. Refer to [Academic Calendar](#) for dissertation defense deadline if graduating in current semester.
13. **Final Examination/Dissertation Defense.** The student will defend the completed dissertation and respond to any questions related to his/her program of study before the advisory committee in a session open to all graduate faculty members. A Graduate Council representative will attend the examination to help assure that general graduate standards related to format and quality, are upheld. Students must be in good academic standing with the Office of Graduate Studies and Research to be eligible to take the final examination.
14. **Submission of Dissertation.** Registration in the dissertation course (718) is required the semester that the dissertation is submitted.

a. **Initial submission.**

One copy of the dissertation in its final form must be submitted to the Office of Graduate Studies and Research by the deadline indicated in the Academic Calendar for that particular semester (this deadline is approximately 6 weeks prior to commencement). Accompanying this copy will be the following:

1. Final Examination/Dissertation Defense Report.
2. Receipt showing payment of the dissertation fees. Contact the Office of Graduate Studies for amounts and processing.
3. Survey of Earned Doctorates (required for PhD students only, not EdD students)

4. Advisers approval to submit Thesis/Dissertation Form
5. Dissertation Information Sheet
6. Dissertation Information Sheet

b. Final Submission.

The candidate will be contacted with any changes to the manuscript. After making these changes, and gaining their advisors approval, the student will resubmit their corrected Dissertation for final approval. 3 copies will be bound and distributed to the student's major department, major advisor, and the library. The student may order more through Proquest. Once the Office of Graduate Studies has given final approval of the dissertation the student will electronically upload their dissertation to Proquest for processing by the Office of Graduate Studies.

c. Final Approval.

Final approval of the dissertation rests with the Dean of Graduate Studies and Research.

15. **Filing for Graduation and Commencement.** Commencement exercises are held three times each academic year in May, August, and December. Students must file for graduation with the Registrar's Office during the semester they plan to graduate. Students will be approved for graduation and the degree after they have completed all degree requirements satisfactorily and been approved by the Graduate Committee of the department and the Graduate School. Please check the University Academic Calendar for deadline dates for filing. Graduation information and a graduation application are available online at web.tamu-commerce.edu/admissions/registrar/graduation/default.aspx. A student must be in good academic standing in order to complete graduation requirements. Participation in the commencement ceremony does not guarantee conferring of any degree. Texas A&M University-Commerce has the right to rescind any conferred degree if the University becomes aware that the student did not meet degree requirements. Doctoral candidates are required to attend commencement.

Earning Graduate Credit

Transfer of Credit

Transfer courses applied to a doctoral degree must be in a graduate academic area taught by Texas A&M University-Commerce. Credit for graduate coursework taken from other regionally accredited graduate schools in the United States is granted in accordance with approval by the student's advisory committee and evaluation by the Graduate School. Time limitations on transfer courses are the same as for A&M-Commerce courses. Transfer credit will be granted for only those courses in which the student received a grade of "B" or better.

Correspondence Courses

Credit earned by correspondence will not apply toward a doctoral degree.

Independent Studies

Registration in an individual studies (589 or 689), research, or similar course shall imply an expected level of effort on the part of the student comparable to that associated with an organized class with the same credit value. No more than twelve graduate semester hours (including master's credit) of individual studies courses may be applied to a doctoral degree. Independent Studies course credit cannot be used toward fulfilling the residency requirement.

Enrollment Limitation or Administrative Withdrawal

Enrollment in any graduate course is subject to approval by the department offering the course, the instructor teaching the course, and the Dean of Graduate Studies and Research, whether or not such is specifically stated in the course description. A student may be prevented from enrolling in the course or dropped from the course if it is already in progress if the Graduate Dean, department head, or a faculty member considers the student physically or mentally incapable of performing satisfactorily or safely in a course, or if the student becomes a threat to the instructor or others in the course or is disruptive in any way. In such cases, the Graduate Dean will confer with the faculty member and department head involved and then take appropriate action. Any tuition refund to which the student is entitled will be determined according to the University schedule for refunds and will be based on the date on which the student was dropped from the course.

Officers and Faculty

Click on any of the following links for information:

- [Board of Regents](#)
- [Presidents of Texas A&M University-Commerce](#)
- [Officers of the Administration](#)

Board of Regents

Members	Residence	Term Expires
Hon. Phil Adams	Bryan	2015
Hon. Richard A. Box	Austin	2013
Hon. Morris Foster	Salado	2013
Hon. Elaine Mendoza	San Antonio	2017
Hon. Judy Morgan	Texarkana	2017
Hon. Jim Schwertner	Schwertner	2015
Hon. Cliff Thomas	Victoria	2017
Hon. John D. White	Houston	2015
Hon. James P. Wilson	Houston	2013
Hon. Fernando Trevino, Jr.	Brownsville	2012

Presidents of Texas A&M University-Commerce

William L. Mayo	1889-1917
Randolph B. Binnion	1917-1924
Samuel H. Whitley	1924-1946
Arthur C. Ferguson	1946-1947
James G. Gee	1947-1966
D. Whitney Halladay	1966-1972
F. Henderson McDowell	1972-1982
Charles J. Austin	1982-1987
Jerry D. Morris	1987-1997
Keith D. McFarland	1998-2008
Dan R. Jones	2008-

Officers of the Administration

Dan R. Jones, PhD	President of the University and Chief Executive Officer
Larry Lemanski, PhD	Provost and Vice President for Academic and Student Affairs
Bob Brown, MBA	Vice President for Business and Administration
Randy Van Deven, PE	Vice President for Institutional Advancement
Mary W. Hendrix, PhD	Vice President for Student Access and Success
Anwar Karim, MS	Chief Information Officer
Sandra Weeks, PhD	Interim Associate Provost
Sharon Johnson, PhD	Associate Vice President for Student Access and Success
Kenneth Clinton, PhD	Associate Vice President for Global Initiatives
Edward Romero, PhD	Associate Vice President for Equal Opportunity and Diversity

Alicia Currin, BBA	Associate Vice President for Business Administration and Director of Financial Services
Rex Giddens, MBA	Assistant Vice President for Business Services and Director of Employment Services
Randy Jolly, BS	Associate Vice President for Marketing Communications
Brian Nichols, MEd	Dean for Campus Life and Student Development
Stephanie Holley, MA	Dean of Enrollment Management and Retention
Allan Headley, PhD	Dean of Graduate Studies and Research
Brent Mangus, PhD	Dean of the College of Education and Human Services
Salvatore Attardo, PhD	Interim Dean of the College of Humanities, Social Sciences, and Arts
Harold Langford, PhD	Dean of the College of Business
Grady Price Blount, PhD	Dean of the College of Science, Engineering, and Agriculture
Ricky Dobbs, PhD	Dean of University College
Raymond Green, PhD	Dean of Honors College

Graduate Council

The Graduate Council consists of four elected members from each of the three colleges: Arts and Sciences, Business and Technology and Education and Human Services. In addition, one faculty member from each college is appointed by the Dean of Graduate Studies and Research in consultation with the dean of the respective college and two graduate students are elected by the graduate student body.

The Dean of Graduate Studies and Research is an ex officio member and serves as chairman of the Graduate Council. The Assistant Dean is an ex officio member and serves as vice chair.

The Graduate Council formulates procedures related to all graduate programs subject to the policies, rules and regulations of the Texas A&M University System.

Graduate Council Members

<i>Name Term</i>	<i>Expire</i>
	<i>s</i>

College of Humanities, Social Sciences & Arts

Elected

Dr. Donna Dunbar-Odom	2012
Mr. Michael Miller	2013
Dr. JoAnn DiGeorgio	2014

College of Science, Engineering & Agriculture

Elected

Dr. Ben Cranor	2012
Dr. Jeff Kopachena	2013
Dr. Bob Williams	2014

College of Business

Elected

Dr. Randy Odom	2012
Dr. John Greenhut	2013
Dr. Kishor Guru-Gharana	2014

College of Education and Human Services

Elected

Dr. Joyce Miller	2012
Dr. Linda Ball	2013
Dr. Tara Tietjen-Smith	2014

Graduate School

Dr. Allan Headley, Dean of Graduate Studies and Research

Dr. Mary Beth Sampson, Vice Chair

Ms. Kim Laird, Doctoral Student Representative 2012

Ms. Nance' A Headley, Master's Student Representative 2012

College of Science, Engineering, and Agriculture Graduate Faculty

Agricultural Sciences

- Cynthia Bennett,** PhD Curator of Conservation Education and Sciences at Dallas Zoo and Aquarium. BA, University of California; MS, PhD, Washington State University. Visiting Member.
- Joseph Bouton,** PhD University of Georgia Professor Emeritus. BS, Mississippi State University, MS, PhD, University of Florida. Visiting Member.
- Jeanette Boylan,** PhD Zoologist at Dallas Zoo and Aquarium. BS, Michigan State University; PhD, Colorado State University. Visiting Member.
- Ambika Chandra,** PhD Assistant Professor at Texas AgriLife Research and Extension Center, Texas A&M System. BA, MS, Punjab Agricultural University; PhD, Pennsylvania State University. Visiting Member.
- David Crenshaw,** PhD Professor of Agricultural Sciences (AnS). BS, MS, PhD, University of Missouri.
- Gerald Evers,** PhD Texas A&M University Agricultural Research and Extension Center. BS, MS, PhD, Texas A&M University. Visiting Member.
- Deborah Fripp,** PhD Zoologist at Dallas Zoo and Aquarium. BS, Stanford University; PhD, Woods Hole Oceanographic Institution and Massachusetts Institute of Technology. Visiting Member.
- Arthur Goetsch,** PhD Langston University, Research Leader. BS, Illinois State University; MS, University of Missouri; PhD, New Mexico State University. Visiting Member.
- Derald Harp,** PhD Assistant Professor of Agricultural Sciences. BS, MS, Tarleton State University; PhD, Texas A&M University.
- Steven P. Hart,** PhD Langston University, Research Scientist. BS, MS, Texas A&M University; PhD, Virginia Polytechnic. Visiting Member.
- James J. Heitholt,** PhD Head of Agricultural Sciences. Professor and Head of Agricultural Sciences. BS, Western Illinois University; MS, University of Missouri; PhD, University of Kentucky.

- Jose Lopez,** PhD Assistant Professor, Agricultural Sciences; BBA, Ave Maria College of the Americas; MS, PhD, Texas Tech University.
- Galen Morgan,** PhD Assistant Professor, Texas A&M University. BS, MS, Texas A&M University; PhD, University of Wisconsin. Visiting Member.
- Lloyd Nelson,** PhD Texas A&M University Research and Extension Center. BS, Wisconsin State University at River Falls; MS, North Dakota State University; PhD, Mississippi State University. Visiting Member.
- James C. Read,** PhD Texas A&M University Research and Extension Center. BS, MS, PhD, Texas A&M University. Visiting Member.
- James A. Reinert,** PhD Texas A&M University Research and Extension Center. BS, Oklahoma State University; MS, PhD Clemson University. Visiting Member.
- John J. Sloan,** PhD Texas A&M University Research and Extension Center. BS, University of Illinois; MS, Texas A&M University; PhD, Oklahoma State University. Visiting Member.
- Robert Williams,** PhD Assistant Professor of Agricultural Sciences. BS, MS, Texas A&M University-Commerce; PhD, Texas Tech University.

Biological and Environmental Sciences

- James Cain,** PhD Assistant Professor of Biological & Environmental Sciences. BS, Colorado State University; MS, California State University; PhD, University of Arizona. Visiting Member.
- Dong Won Choi,** PhD Assistant Professor, Biological and Environmental Sciences; BE, Taegu University; MS, Ball State University; PhD, Iowa State University
- Falicia Edwards,** PhD Assistant Professor, Biological and Environmental Sciences; BS, Delta State University, MS, Mississippi Valley State University; PhD, Jackson State University
- Haydn Fox,** PhD Assistant Professor of Earth Sciences. BA, Ambassador College; BS, MS, Southeast Missouri State University; PhD, University of South Carolina.
- Michael Hanna,** PhD Assistant Professor of Biological & Environmental Sciences. BS, Boston College; MS, Johns Hopkins; MS, PhD, University of Rochester.
- Jeffrey Kopachena,** PhD Assistant Professor and Head of Biological Sciences. BS, MS, University of Manitoba, Canada; PhD, University of Toronto, Canada.
- Don Royce Lee,** PhD Professor of Biological and Environmental Sciences. BS, Lamar University; MS, East Texas State University; PhD, Oregon State University.
- Frank Miskevich,** PhD Assistant Professor of Biological and Environmental Sciences. BS, Eckerd College; PhD, California Institute of Technology.
- Michael** PhD Professor of Biological and Environmental Sciences. BS, Northern Arizona University; MS, Texas A&M

Morrison, University; PhD, Oregon State University. Visiting Member.

Chemistry

Laurence Angel, PhD Assistant Professor of Chemistry. BS, PhD, University of Sussex, United Kingdom.

Allan D. Headley, PhD Professor of Chemistry and Dean of Graduate Studies and Research. BA, Columbia Union College; PhD, Howard University.

Ben Jang, PhD Professor of Chemistry. BS National Taiwan University, Taiwan; PhD University of Texas at Arlington.

Nenad M. Kostic, PhD Professor of Chemistry. Diploma, University of Belgrade, Yugoslavia; PhD, University of Wisconsin.

Stephen Starnes, PhD Assistant Professor of Chemistry. BS, PhD, Texas Tech University.

Computer Science and Information Systems

R. Daniel Creider, PhD Associate Professor of Computer Science and Information Systems. BA, Central Bible College; BS, Southwest Missouri State University; MS, Auburn University; PhD, Baylor University.

Kaiqi Xiong, PhD Assistant Professor of Computer Science and Information Systems. MS, PhD, Claremont Graduate University; MS, PhD, North Carolina State University.

Sam Saffer, PhD Professor of Computer Science and Information Systems. BA, University of Texas-Austin; MAS, PhD, Southern Methodist University.

Nicholay Sirakov, PhD Associate Professor of Math and Computer Science. BS, MS, Sofia University; PhD, Bulgarian Academy of Sciences, Bulgaria.

Sang C. Suh, PhD Associate Professor and Department Head of Computer Science and Information Systems. BA, Pusan National University, Korea; MS, University of Hawaii; PhD, Southern Methodist University.

Chiu-Che Tseng, PhD Assistant Professor of Computer and Information Systems. BS, Chung Yuan Christian University; MS, University of Memphis; PhD University of Texas at Arlington.

Engineering and Technology

- David Anderson,** PhD Assistant Professor of Engineering & Technology. BS, University of Central Oklahoma; MPH, PhD, University of Oklahoma Health Services Center.
- Ben Cranor,** PhD Assistant Professor of Engineering & Technology. BS, Central State College; PhD, University of Oklahoma.
- Brent Donham,** EdD Department Head and Associate Professor of Engineering & Technology. BS, New Mexico State University, MS, Stanford University, EdD, Texas A&M University-Commerce.
- Matthew E. Elam,** PhD Associate Professor of Engineering & Technology. BS, MS, University of Texas at Tyler; PhD, Oklahoma State University.
- E. Delbert Horton,** PhD Assistant Professor of Engineering & Technology. BS, Texas Tech University; MS, Stanford University; PhD, University of Texas.
- Jerry D. Parish,** EdD Professor, Engineering & Technology and Associate Dean for the College of Business and Technology. BS, MEd, EdD, East Texas State University.
- Gregory Paul Wilson,** PhD Assistant Professor of Engineering & Technology. BS, MS, PhD, Arizona State University.

Mathematics

- Stuart Anderson,** PhD Professor of Mathematics. BA, MS, University of North Texas; PhD, University of Oklahoma.
- Farhad T. Aslan,** PhD Professor of Mathematics. BS, Midwestern University; MS, University of North Texas; PhD, Texas Christian University.
- Hasun Coskun,** PhD Assistant Professor of Mathematics. BS, Middle East Technical University, Turkey; MS, Stevens Institute of Technology; PhD, Texas A&M University.
- Charles Dorsett,** PhD Associate Professor and Interim Head, Mathematics; BS, MS, Stephen F. Austin University; PhD, North Texas State University.
- Eileen Faulkenberry,** PhD Assistant Professor of Mathematics. BS, Henderson State University; MS, PhD, Oklahoma State University.
- Laurene Fausett,** PhD Assistant Professor of Mathematics. BA, University of California; MST, University of Wyoming.
- Yelin Ou,** PhD Assistant Professor of Mathematics. BS, Guangxi University for Nationalities, China; MS, PhD, University of Oklahoma.
- Nikolay Sirakov,** PhD Associate Professor of Math and Computer Science. BS, MS, Sofia University; PhD, Bulgarian Academy of Sciences, Bulgaria.

Physics and Astronomy

- Carolos A. Bertulani,** PhD Associate Professor of Physics. BS, MS, Federal University, Brazil; PhD, University of Bonn, Germany.
- Anil Chourasia,** PhD Professor of Physics. BS, MS, PhD, Nagpur University, India.
- Bao-An Li,** PhD Professor and Head of Physics and Astronomy. BS, Lanzhou University; PhD, Michigan State University.
- Charles Rogers,** PhD Professor of Physics. BS, MS, PhD, University of Arkansas.
- Kurtis Williams,** PhD Assistant Professor, Physics and Astronomy; BS, The Pennsylvania State University; MS, PhD, University of California Santa Cruz.

College of Humanities, Sciences, and Arts Graduate Faculty

Art

- Joseph Daun,** MFA Professor of Art. BFA, Florida State University; MFA, University of San Antonio at San Antonio.
- Josephine Durkin,** MFA Assistant Professor of Art. BFA, Virginia Commonwealth University; MFA, Yale University.
- James Ewald,** MFA Assistant Professor, Art; BFA, MFA, Iowa State University.
- Barbara Frey,** MFA Professor of Art. BFA, Indiana University; MFA, Syracuse University.
- Gerard D. Huber,** MFA Professor of Art. BA, University of Northern Iowa; MFA, Cranbrook Academy of Art.
- Michael Miller,** MFA Associate Professor of Art. BFA, Southwest Texas State University; MFA, University of California-Davis.
- Virgil Milton Scott,** MFA Assistant Professor of Art. BFA, MFA, University of North Texas.
- Chad D. Smith,** MFA. Assistant Professor of Art. BS, MS, MFA Texas A&M University-Commerce.

History

- Jonathan Bergman,** PhD Assistant Professor, History; JD in Criminal Law, Touro College; MA, PhD, University of Buffalo.

- Polly E. Detels,** PhD Associate Professor of History. BA, Carlton College; MM, University of Washington; PhD, University of North Texas.
- Judy Ford,** PhD Professor and Department Head of History. BA, St. John's University; MA, PhD Fordham University.
- Sharon Kowalsky,** PhD Assistant Professor of History. BA, Washington University; MA, PhD, University of North Carolina.
- William Kuracina,** PhD Assistant Professor, History; BS, Clarkson University; MA, State University College at Buffalo; PhD, Syracuse University.
- John Howard Smith,** PhD Associate Professor of History. BA, MLA, Univeristy of North Carolina; PhD University at Albany, State University of New York.
- Jessica Wranosky,** PhD Assistant Professor of History. BA, MA, Texas A&M University-CorpusChristi; PhD, University of North Texas.

Literature and Languages

- Tabetha Adkins,** PhD Assistant Professor/Writing Center Director, Literature and Languages; BA, Marshall University; MA, PhD, University of Louisville.
- Salvatore Attardo,** PhD Professor of English and Department Head of Literature and Languages. PhD, Purdue University.
- Robert Baumgardner,** PhD Professor of English. BA, University of Texas-Arlington; MA, PhD, University of Southern California.
- William Bolin,** PhD Associate Professor of English and Assistant Department Head of Literature and Languages. BA, Southwest Texas State University; MA, Texas A&M-Kingsville; PhD, Texas Christian University.
- Shannon Carter,** PhD Associate Professor of English. BA, Texas A&M University-Corpus Christi; MEd, University of North Texas; PhD, Texas Woman's University.
- Inma Ciuiico-Lyons,** PhD Assistant Professor of Spanish. BA, Universidad de Sevilla, Spain; MA, Texas A&M University-Commerce; PhD, University of Texas.
- Gerald Duchovnay,** PhD Professor of English. BA, University of Pennsylvania; MA, PhD, Indiana University.
- Donna Dunbar-Odom,** PhD Professor of English. BGS, MA, University of Nebraska; PhD, University of Pittsburgh.
- Maria Fernandez-Babineaux,** PhD Assistant Professor of Spanish. BS, I.G.V. University, Peru; MA, Louisiana State University; PhD, Tulane University.
- M. Hunter Hayes,** PhD Assistant Professor of English. BA, University of Kentucky; MA, PhD, University of Southern Mississippi.
- Kathryn Jacobs,** PhD Professor of English. BA, MA, University of Michigan; MA, PhD, Harvard University.

- Lucy Pickering,** PhD Associate Professor, Literature and Languages; BA West Sussex Institute of Higher Education; MA, PhD, University of Florida.
- Robin Anne Reid,** PhD Associate Professor of English. BA, MA, Western Washington University; MA, Middlebury College; PhD, University of Washington. Texas A&M University System Graduate Faculty Member.
- Karen Roggenkamp,** PhD Assistant Professor of English. AB, University of Michigan; PhD, University of Minnesota.
- Derek Parker Royal,** PhD Associate Professor of English. BA, University of North Carolina; MA, PhD, Purdue University.
- Phillipe Seminet,** PhD Associate Professor of Literature and Languages. BA, New College of Florida; MA, University of Florida; PhD, University of Texas.
- Susan Stewart,** PhD Assistant Professor of English. BA, MA, Southwest Missouri State University; PhD, Illinois State University.

Mass Media, Communication and Theatre

- Gary Burton,** MFA Associate Professor of Mass Media, Communications and Theatre. BFA, MFA, University of Texas.
- John Hanners,** PhD Professor of Head of Mass Media, Communication and Theatre. BS, Eastern Illinois University; MA, Indiana State University; PhD, Michigan State University.
- Carrie Lee Klypchak,** PhD Assistant Professor of Theatre. BFA, MA, Southwest Texas State University; PhD, Bowling Green State University.
- Michael Knight,** MFA Assistant Professor of Theatre. BS, Texas A&M University-Commerce; MFA, University of Mississippi.

Music

- John Burkett,** DMA Associate Professor of Music. BA, Florida State University; MM, University of Michigan; DMA, University of Illinois.
- Mary Druhan,** DMA Assistant Professor of Music. BM Louisiana State University; MM University of Cincinnati; DMA, Louisiana State University.
- Theodore C. Hansen,** DMA Professor of Music. BM, University of Colorado; MM, Arizona State University; DMA, University of Arizona.

- Randall Hooper,** DMA Assistant Professor/Director of Choral Activities, Music; BME, Texas State University; MM, Baylor University; DMA, Louisiana State University.
- Luis Sanchez,** DA Assistant Professor of Music. BA, National Conservatory of Music, Argentina; MM, DA, Ball State University.
- Christopher White,** PhD Associate Professor and Department Head of Music. BA, MM, University of Northern Colorado; PhD, University of Colorado.

Political Science

- Paul Lenchner,** PhD Professor of Political Science. AB, Franklin and Marshall College; MA, PhD, Cornell University.
- JoAnn DiGeorgio-Lutz,** PhD Associate Professor and Head of Political Science. BA, University of Maryland; MS, Troy State University; PhD University of North Texas.

Sociology and Criminal Justice

- K. Lawrence Clinton,** PhD Professor of Sociology and Vice President of Global Initiatives. BS, MS, East Texas State University; PhD, Washington State University.
- Willie J. Edwards,** PhD Associate Professor and Head of Sociology and Criminal Justice. BA, MA, East Texas State University; PhD, University of Minnesota.
- Linda Matthei,** PhD Associate Professor of Sociology and Director of Liberal Studies. BA, MA, PhD, University of California.
- Melinda D. Schlager,** PhD Associate Professor of Criminal Justice. BA, University of Texas; MA, Northwestern University; MA, PhD Rutgers University.
- R. N. Singh,** PhD Professor of Sociology and Criminal Justice. BA, Hindu College (India); MA, Punjab University (India); PhD, Mississippi State University.
- Jiaming Sun,** PhD Associate Professor of Sociology. BA, Shanghai University; MA, Fudan University; MA, PhD, University of Illinois.
- William E. Thompson,** PhD Professor of Sociology and Criminal Justice. BAEd, Northeastern State University; MSED, Southwest Missouri State University; PhD, Oklahoma State University.
- Yvonne Villanueva-Russell,** PhD Associate Professor of Sociology. BA, MA, Western Illinois State University; PhD, University of Missouri-Columbia.
- Filip M. Wiecko,** PhD Assistant Professor of Criminal Justice. BA, MA, University of Nevada, Reno; PhD, Washington State University

College of Business Graduate Faculty

Accounting, Economics, and Finance

- Raymond J. Ballard,** PhD Professor of Economics-Finance. BA, California State University; MA, University of Southern California; PhD, Texas A&M University.
- Daniel Edelman,** PhD Assistant Professor of Accounting. BBA, Loyola University; MS, Roosevelt University; PhD, Illinois Institute of Technology.
- Dale Funderburk,** PhD Professor of Economics-Finance. BA, East Texas State University; MS, PhD, Oklahoma State University.
- John Greenhut,** PhD Associate Professor of Economics-Finance. BA, PhD, Texas A&M University.
- Linda Kapp,** EdD Assistant Professor of Accounting. BS, University of North Texas; MBA, EdD, Texas A&M University-Commerce.
- Srinivas Nippani,** PhD Assistant Professor of Economics-Finance. BC, Osmania University, India; MS, Indian Institute of Technology, India; MC, Osmania University, India; PhD, University of Arkansas.
- Asli K. Ogunc,** PhD Assistant Professor of Economics-Finance. BBA, Marmara University; MBA, Western Michigan University; MS, PhD, Louisiana State University.
- Steven S. Shwiff,** PhD Professor of Economics-Finance and Head of Accounting, Economics, and Finance. BA, University of Texas; MA, St. Mary's University; PhD, Texas A&M University.
- Tim Wilson,** PhD Assistant Professor of Accounting. BS, MAcc, University of Southern Mississippi, JD, PhD, University of Mississippi.

Business Administration and Management Information Systems

- Christine Alexander,** PhD Assistant Professor of Business Administration and Management Information Systems. BS, San Diego State University; MBA, California State University; PhD, Southern Illinois University-Carbondale.
- Augustine C. Arize,** PhD Regents Professor and Professor of Business Administration and Management Information Systems. BS, University of Arkansas; MBA, University of Central Arkansas; PhD, University of North Texas.
- Donald E. English,** PhD Professor and Head of Business Administration and Management Information Systems. BS, MS, Illinois State University; PhD, University of North Dakota.
- Robert W. Folden,** EdD Assistant Professor of Business Administration and Management Information Systems. BA, Bryan College; MA, University of Iowa; MS, Texas A&M University- Commerce, EdD; Grambling University.

Kishor Guru-Gharana, PhD Associate Professor of Business Administration and Management Information Systems. BA, MA, Tribhuvan University; MA, Southern Methodist University; MS, University of Texas; PhD, Southern Methodist University.

Edgar Manton, DBA Professor of Business Administration and Management Information Systems. BS, U.S. Naval Academy; MS, DBA, Florida State University.

Marketing and Management

John Humphreys, DBA Associate Professor of Marketing and Management. BS, University of Southern Mississippi; MA, Webster University; DBA, Nova Southeastern University. Texas A&M University System Graduate Faculty Member.

Alma T. Mintu-Wimsatt, PhD Professor of Marketing and Management. BS, University of the Philippines, Philippines; MBA, PhD, University of Kentucky.

Chris Myers, PhD Assistant Professor of Marketing and Management. BS, United States Air Force Academy; MS, PhD, University of Texas at Dallas.

Randall Odom, PhD Associate Professor of Marketing and Management. B.B.A, University of North Texas; MBA, East Texas State University; PhD, University of Mississippi.

Jennifer Oyler, PhD Associate Professor of Marketing and Management. BS, University of Central Arkansas; MBA, University of Arkansas at Little Rock; PhD, Virginia Polytechnic Institute and State University.

Mildred Golden Pryor, PhD Professor of Marketing and Management. BBA, MBA, Memphis State University; PhD, University of Mississippi.

Stephanie S. Pane, PhD Assistant Professor of Marketing and Management. BS, Texas A&M University; MS, PhD, Rensselaer Polytechnic Institute.

Sonia Taneja, PhD Assistant Professor, Marketing and Management; BS, MS, University of Delhi; PhD, Kurukshetra University; MBA, Texas A&M University-Commerce.

College of Education and Human Services Graduate Faculty

Counseling

- Amir Abbassi,** PhD Associate Professor of Counseling. BA, North Texas State University; MA, PhD, University of North Texas.
- Richard Balkin,** PhD Associate Professor of Counseling. BS, MEd, University of Missouri; PhD, University of Arkansas. Visiting Member.
- Stephen Armstrong,** PhD Associate Professor of Counseling. BS, MEd, North Texas State University; PhD, University of North Texas.
- Linda Ball,** EdD Assistant Professor of Counseling. BS, MS, EdD, Texas A&M University-Commerce.
- Samuel Bore,** PhD Assistant Professor of Counseling. BEd, Kenyatta University; MEd, University of North Texas; PhD, Texas A&M University-Commerce.
- Stephen J. Freeman,** PhD Professor of Counseling. BS, MEd, West Texas A&M University; PhD, University of North Texas.
- M. LaVelle Hendricks,** EdD Assistant Professor of Counseling. BA, Northeast Louisiana University; MEd, University of Louisiana-Monroe; EdD, Texas A&M University-Commerce.
- Chester Robinson,** PhD Associate Professor of Counseling. BA, Bluefield College; MS, Radford University; MA, Appalachian State University; PhD, University of North Carolina at Greensboro.
- Carmen Salazar,** PhD Associate Professor of Counseling. BA, College of Santa Fe; MA, PhD, University of New Mexico.
- Chris Simpson,** PhD Associate Professor of Counseling. BS, MEd, PhD, University of North Texas.

Curriculum and Instruction

- Merry Boggs,** PhD Assistant Professor, Curriculum and Instruction; BS, Auburn University; MEd, Southwest Texas State University; PhD, University of South Florida
- David L. Brown,** PhD Professor of Early Childhood Education, Literacy and Curriculum and Instruction. BS, MEd, PhD, East Texas State University.
- Sharon Johnson,** PhD Professor of Secondary Education and Interim Associate Vice President for Student Access and Success. BS, Texas A&M University-Commerce; MEd, Colorado State University; PhD, University of Colorado.
- Sherri Colby,** PhD Assistant Professor of Secondary and Curriculum and Instruction. BA, MEd, PhD, University of North Texas.
- Martha Foote,** EdD Professor of Early Childhood Education, Literacy, Curriculum and Instruction and Head of Curriculum and Instruction. BS, MEd, East Texas State University; EdD, University of North Texas.
- Laura Chris Green,** PhD Associate Professor of Bilingual Education, Literacy and Curriculum and Instruction. BA, Rutgers University; MA, Columbia University; PhD, University of Texas in Austin.

- Barbara Hammack,** PhD Associate Professor of Early Childhood Education. BA, MAT, Oklahoma City University; PhD, Texas Woman's University.
- Deena Harper,** PhD Assistant Professor of Secondary and Curriculum and Instruction. BS, Texas A&M University-Commerce; MEd, PhD, Texas A&M University at College Station.
- Kay Hong-Nam,** PhD Assistant Professor of Literacy and Curriculum and Instruction. BS, Kon Kok University; MLS, PhD, Texas Woman's University.
- Wayne M. Linek,** PhD Professor of Literacy and Curriculum and Instruction. BS, MEd, Cleveland State University; PhD, Kent State University.
- Joyce E. Kyle Miller,** PhD Associate Professor of Secondary Education and Curriculum and Instruction. BA, MEd, PhD, University of North Texas.
- Gilbert Naizer,** PhD Professor of Science Education and Curriculum and Instruction. BS, MEd, PhD, Texas A&M University at College Station.
- Jim Larkin Page,** PhD Assistant Professor of Literacy and Curriculum and Instruction. BA, Baylor University; MEd, Angelo State University; PhD, University of North Texas.
- Iva LaVerne Raine,** PhD Associate Professor of Literacy and Curriculum and Instruction. BA, University of Arkansas at Little Rock; MEd, University of Central Arkansas at Conway; PhD, University of Missouri-Columbia.
- Mark Reid,** PhD Assistant Professor of Secondary Education and Curriculum and Instruction. BS, Texas A&M University-Commerce; MS, Washington State University; PhD, University of Texas.
- Mary Beth Sampson,** EdD Professor of Literacy and Curriculum and Instruction and Associate Dean of Graduate Studies and Research. BS, MEd, EdD, East Texas State University.
- Jennifer Sennette,** PhD Assistant Professor of Early Childhood Education, Literacy and Curriculum and Instruction. BA, University of North Texas; MEd, Texas A&M University-Commerce; PhD, Ohio State University.
- Becky Sinclair,** PhD Assistant Professor of Science Education and Curriculum and Instruction. BS, Texas A&M University; MA, University of Texas; PhD, Curtin University of Technology.
- Elton Stetson,** EdD Professor of Curriculum and Instruction and Literacy. BS, Southern Nazarene University; MEd, Framington State College; EdD, University of Oklahoma.
- Susan Szabo,** EdD Associate Professor of Literacy and Curriculum and Instruction. BS, Western Michigan University; MEd, EdD, Oklahoma State University.
- William Joshua Thompson,** PhD Associate Professor of Early Childhood Education and Curriculum and Instruction. BM, Trinity University; MEd, Dallas Baptist University; PhD, University of Texas at Arlington.
- Carole Walker,** EdD Professor of Curriculum and Instruction. BA, MA, East Texas State University; EdD, University of Florida.

Educational Leadership

Art Borgemenke, EdD Assistant Professor of Educational Administration. BS, New Mexico State University; MEd, Texas Tech University; EdD University of Texas, El Paso

Casey G. Brown, PhD Assistant Professor of Educational Administration. BS, Southeastern Oklahoma University; MEd, PhD, University of Oklahoma.

Amy Burkman, PhD EdD Assistant Professor of Educational Administration, BS, Hardin-Simmons University, MS, Texas Woman's University; EdD Texas Christian University

Jason Davis, PhD Assistant Professor of Educational Administration. BS, MS, Texas A&M University-Commerce; PhD, Colorado State University.

Wade Fish, PhD Assistant Professor of Educational Administration. BBA, Baylor University; MA, University of Louisville, MEd, PHD, University of North Texas.

Maria Hinojosa, EdD Assistant Professor of Educational Administration. BS, Texas A&M University-Kingsville, MS, UTHSCSA; MS, EdD Texas A&M University-Kingsville

Chuck Holt, EdD Assistant Professor of Educational Administration. BS, Texas A&M University; MEd, Stephen F Austin State University; EdD, Lamar University

Derek Lester, PhD Assistant Professor of Higher Education. BA, Central Washington University; MA, New Mexico State University; PhD, University of Nevada

Rick Lumadue, PhD Assistant Professor of Global E-Learning, ABS, Moody Bible Institute, ThM, Dallas Theological Seminary, PhD, North Texas University

Madeline Justice, EdD Professor of Higher Education and Head of Educational Leadership. BA, MA, Texas Woman's University; EdD, East Texas State University.

James Leist, PhD Assistant Professor of Higher Education. BS, Texas State University; MS, Michigan State University; MEd, University of Central Oklahoma; PhD, Texas Tech University.

Kerri O'Connor, EdD Assistant Professor of Educational Administration. BS, Southern Arkansas University; MS, East Texas State University; EdD, Texas A&M University-Commerce.

Sam Roberson, EdD Assistant Professor of Educational Administration. BA, Lubbock Christian University; MA, New Mexico State University; MS, Texas Tech University; MA, University of Texas-Permian Basin; EdD, Baylor University.

Joyce Scott, PhD Associate Professor of Higher Education. BA, University of Connecticut; MA, University of Virginia; PhD, Duke University.

David Stanfield, EdD Assistant Professor of Educational Administration. BS, MEd, EdD, East Texas State University

Jon Travis, EdD Professor of Higher Education. BA, University of Iowa; MA, West Virginia University; EdD, Arizona State University.

James A. Vornberg, PhD Professor of Educational Administration. BS, Southeast Missouri State University; MEd, PhD, University of Arizona.

L. Rusty Waller, PhD Assistant Professor of Higher Education. BS, MS, Stephen F. Austin State University; PhD, University of North Texas.

Leah Wickersham, PhD Associate Professor of Educational Technology. BS, Sul Ross State University; MST, Tarleton State University; PhD, Texas A&M University-College Station.

Health and Human Performance

Betty Block, EdD Professor and Head, Health and Human Performance; BS, MS, EdD., Texas A&M University-Commerce.

Quynh Dao Dang, PhD Clinical Assistant Professor of Health and Human Performance. BS, University of Oklahoma; MS, Texas A&M University; PhD, Texas Woman's University.

Sandra Kimbrough, PhD Associate Professor of Health and Human Performance. BS, MS, PhD, Texas A&M University. Texas A&M University System Graduate Faculty Member.

Brent Mangus, EdD Dean of the College of Education and Human Services and Professor of Health and Human Performance. BS, Utah State University; MS, University of Oregon; EdD, University of Utah.

Tara Tietjen-Smith, D.A. Associate Professor of Health and Human Performance. BA, MEd, Northwestern State University (Louisiana); DA, Middle Tennessee State University.

Scott Waltemyer, Ph.D Assistant Professor, Health and Human Performance; B.S., Towson University; MS, PhD, Texas A&M University.

Sandra R. Weeks, PhD Associate Professor of Health and Human Performance and Associate Dean of the College of Education and Human Services. BS, MEd, University of Mississippi; PhD, Texas Woman's University.

Psychology and Special Education

Steven E. Ball, PhD Associate Professor of Psychology. BA, PhD, Texas Technological University.

Curt Carlson, PhD Assistant Professor of Psychology. BA, University of Nebraska; MS, PhD, University of Oklahoma.

Raymond Green, PhD Associate Professor of Psychology and Director of the Honors Program. BA, Drew University; MS, PhD, Rutgers University.

Tracy Henley, PhD Professor and Head of Psychology. BA, PhD, University of Tennessee.

Gail Johnson, PhD Associate Professor of Psychology and Director of the Clinical Psychology Program. BSE, MA, PhD, University of Missouri-Columbia.

Lacy Krueger, PhD Assistant Professor, Psychology and Special Education; BS, Texas A&M University; MA, PhD,

University of Virginia.

- Lauren Maloney,** PhD Assistant Professor, Psychology and Special Education; BA, Samford University; MS, University of Alabama; PhD, Tulane University.
- William G. Masten,** PhD Associate Professor of Psychology and Special Education. BS, MA, Michigan State University; MS, Emporia State University; PhD, Mississippi State University.
- Benton Pierce,** PhD Associate Professor of Psychology. BA, MBA, MS, PhD, Texas A&M University.
- Harvetta Robertson,** PhD Associate Professor of Special Education. BS, MEd, PhD, University of Texas at Austin.
- Jennifer Schroeder,** PhD Associate Professor of Psychology. BS, MS, PhD, University of Wisconsin.
- Karin Tochkov,** PhD Assistant Professor of Psychology and Special Education. BA, MA, University of Heidelberg, Germany; MA, PhD, University of New York at Albany.
- Kashunda Williams,** PhD Assistant Professor of Psychology. BS, MA, PhD, Louisiana State University.

Social Work

- Lon Johnston,** PhD Associate Professor of Social Work. BA, Baylor University; MSSW, University of Louisville; PhD, Southern Baptist Theological Seminary.
- Rebecca Judd,** PhD Assistant Professor of Social Work. BSW, Texas A&M University-Commerce; MSSW, PhD, University of Texas at Arlington.
- Brenda Moore,** PhD Associate Professor and Head of Social Work. BSW, Texas Christian University; MSSW, PhD, University of Texas at Arlington.
- Linda Openshaw,** DSW Associate Professor of Social Work. BA, MSW, DSW, University of Utah. Texas A&M University System Graduate Faculty Member.
- Chris Stewart,** PhD Assistant Professor of Social Work. BA, St. Mary's College; MSW, PhD, Florida State University.

Colleges and Departments

Texas A&M University-Commerce

College of Science, Engineering and Agriculture

Jerry Parrish, Interim Dean

Brent Donham, Head, Department of Science, Engineering and Agriculture

AGIT Building, Room 116, 903-886-5175

The College of Science, Engineering and Agriculture consists of the following academic departments: Agricultural Sciences, Biological & Environmental Sciences, Chemistry, Computer Science & Information Systems, Engineering & Technology, Mathematics, and Physics & Astronomy.

In a society characterized by rapid changes in technology, graduate studies in the sciences must maintain a high level of currency in each discipline in order to provide each student with instruction relevant to his or her personal and career objectives. To accomplish this, the college provides the faculty, research facilities, equipment, and professional staff necessary to support quality graduate programs.

Agricultural Sciences

Jim Heitholt, Head

903-886-5358; Agricultural Science/Industrial Technology Building

Departmental Website

Program of Graduate Work

The Department of Agricultural Sciences offers a Master of Science degree program in which students may choose to emphasize course work in agricultural economics, agricultural education, agricultural mechanization, animal science, plant and soil science, or horticulture. Graduate-level research is encouraged through the use of on campus and University Instructional and Research Farm facilities.

The Department of Agricultural Sciences also coordinates the Transition to Teaching program for degreed professionals who wish to become certified to teach Agricultural Science and Technology or Family and Consumer Sciences in secondary schools. This program consists of graduate-level courses in agricultural education that focus on professional development competencies required for a successful career in teaching, as well as preparation for the Texas Examination of Educator Standards (TExES). Courses may be applied to a Master of Education degree in Agricultural Education, provided the student is admitted to a degree program. Individuals interested in Transition to Teaching should contact the department for specific information regarding admission.

The Master of Education in Agricultural Education is available to students who are pursuing or have completed teacher certification. This 36-semester hour program includes 18 graduate hours in agricultural education plus 18 graduate hours of approved electives. Students may concentrate their elective choice in agricultural sciences, family systems, educational administration, educational technology, or a variety of other disciplines. An interdisciplinary approach to elective choices is also available.

The department additionally has signed agreements with other cooperating institutions to conduct research projects at off-campus locations.

Admission

Students desiring to pursue a Master of Science or Master of Education program in the Department of Agricultural Sciences should consult with the department head before enrolling in any courses. To pursue a Master of Science or Master of Education degree, the student must be accepted by a member of the Graduate Faculty from the Department of Agricultural Sciences. Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE), undergraduate grade point average, and availability of qualified advisers in the desired area. Students pursuing the Master of Education in Agricultural Education may use a passing score on the Texas Examination Education Standards (TExES) Pedagogy and Professional Responsibilities (PPR) in place of the GRE.

Degree Requirements

All students receiving an assistantship through the Department of Agricultural Sciences must complete a thesis and a Master of Science Option I degree. Other students may choose either the Option I or Option II (non-thesis) program. All Option I students must complete a research project and write a thesis.

The Department reserves the right to suspend from the program any student who in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

Biological and Environmental Sciences

Dr. Haydn A. "Chip" Fox, department head
903-886-5442; Science Building

Departmental Website

The Department of Biological and Environmental Sciences offers a Master of Science degree in Biological Sciences and Graduate Certificate in Environmental Sciences. The graduate programs in biology are designed to provide opportunities for students to pursue advanced training in particular fields of biology, to advance their professional goals, or to prepare students for entry into doctoral or professional health programs. The Master of Science degree in Biological Science offers both thesis and non-thesis options. Students wanting to enroll in the thesis option are encouraged to contact faculty members with similar research interests. Faculty research interests within the department include behavioral ecology, environmental science, microbiology, neuroscience, molecular, cellular and developmental biology, as well as wildlife ecology and conservation.

Programs of Graduate Work

Master of Science in Biological Sciences (Thesis Option)

Master of Science in Biological Sciences (Non-Thesis Option)

Graduate Certificate in Environmental Sciences

Admission

Acceptance to the graduate program is based upon a combination of factors. Students must gain admission to the Graduate School and submit acceptable GRE scores and previous undergraduate and graduate transcripts. Prospective students must also submit two professional letters of recommendation and a letter of application stating research and career interests to: Dr. Haydn A. "Chip" Fox, Department of Biological and Environmental Sciences, Texas A&M University-Commerce, Commerce, TX 75429-3011. A personal interview with the Department of Biological and Environmental Sciences Graduate Committee may also be required if deemed necessary.

Departmental Requirements

Students accepted in the graduate programs of the Department of Biological and Environmental Sciences are expected to follow all of the rules and procedures established by the Department. The Department of Biological and Environmental Sciences requires candidacy for all graduate degree programs. Although the Department does not administer qualifying (candidacy) exams before granting approval, all students must apply and be admitted to candidacy at least one semester prior to the semester in which they expect to graduate. Candidacy will be contingent on satisfactory progress in the program and must be approved by the students adviser and the Department Head. Students in all programs except the graduate certificate must pass a final comprehensive examination. The final comprehensive exam will normally be an oral exam administered by the student's advisory committee, with other departmental graduate faculty invited to participate, as well as faculty from a minor department when appropriate. Oral exams can be scheduled by the student's advisor only after a completed thesis or non-thesis paper has been reviewed by the advisory committee.

Note: The Department reserves the right to suspend from the program any student who in the judgment of the departmental graduate committee, does not meet the professional expectations of the field.

Chemistry

903-886-5392; Science Building

Departmental Website

The Department of Chemistry provides a broad range of subjects, courses and opportunity for independent research at the master's level. Programs are designed to provide suitable preparation for PhD programs, public school teaching, for governmental and industrial employment, and for research.

Chemistry laboratories are equipped for research in physical, organic, inorganic, biological, and analytical chemistry. Modern chemical instrumentation includes NMR, infrared, visible, ultraviolet, atomic absorption, mass spectrometers; gas and liquid chromatographs; high temperature and/or pressure reactors; an ultracentrifuge; a cold room; and standard laboratory instruments.

Program of Graduate Work

The Department of Chemistry offers the Master of Science degree.

Admission

Acceptance will be based on admission to the Graduate School and a departmental evaluation of two letters of reference, a personal statement about achievements, career goals and interests in A&M-Commerce, TOEFL for students whose native language is not English, scores on the Graduate Record Examination (GRE) general and chemistry sections, and undergraduate academic record.

Computer Science and Information Systems

Sang Suh, Head
903-886-5409; Journalism Building

Departmental Website

To meet the diverse needs of the computing industry, the Department of Computer Science and Information Systems offers a master's degree program that blends applied and theoretical computer science concepts.

The computing facilities include both PC- and UNIX-based environments on an assortment of modern, general-purpose computing systems. All systems are networked for local and worldwide communications. Specialized multimedia and graphics facilities also are available within the department.

The department offers service courses for the University in the areas of introductory computer applications and applications in education.

Program of Graduate Work

Master of Science in Computer Science

The MS in Computer Science program consists of core courses, which are required of all students, course electives, and specialized courses within one of five tracks: database, computer networking, computer engineering, information security, and artificial intelligence. Electives and track areas of study are chosen by the student. The core courses, specialized track courses, and electives enable students to devise a degree plan that meets their individual professional interests as well as the needs of industry. In addition, each student may choose a thesis or a non-thesis option. Upon approval of the departmental graduate adviser and the Graduate School, the department will allow the transfer of up to 6 graduate hours in Computer Science.

Admission

Admission Inquiries: csdept@tamu-commerce.edu

Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE) or Graduate Management Admissions Test (GMAT), and undergraduate grade point average. Students entering the graduate program must satisfy the specified computer science deficiency requirements by appropriate course substitution or by passing a competency examination prior to enrollment in graduate courses. International students who do not achieve a score of at least 550 on the TOEFL must successfully complete Speech 111.

Department Requirements

A comprehensive exam will be given during the semester in which a student expects to graduate.

Deficiency Requirements: CSci 504, 515, 516. Students must have a "B" or better in these deficiency courses to continue in the Master's program. Undergraduate courses may be substituted with departmental approval. Students with deficiencies in mathematics will be required to complete one or more of the following: Math 191, 192, 331, 401, and 225 or 315 or 335. In addition, English 341 (Technical Writing) is strongly recommended for all international students.

Note: The Department reserves the right to suspend from the program any student who in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

Engineering and Technology

Brent Donham, Head, Department of Industrial Engineering & Technology
903-886-5474

Admission

Applications for admission are accepted throughout the year. Candidates are encouraged to submit applications as early as possible to ensure consideration for the semester desired.

Documents required:

1. Application
2. Application fee
3. Official Bachelor's transcript – from a regionally accredited university
4. An official copy of the aptitude portion (General) of the Graduate Record Examination (GRE) must be submitted to the Office of Graduate Studies and Research through the Educational Testing Service.

Program of Graduate Work in Technology Management

Graduate Studies in Technology Management are designed to prepare individuals for advanced positions in government and in private sector management opportunities. With a master's degree in Technology Management you will lead changes by:

1. Acquiring a general knowledge on how to apply relevant management practices for advanced and emerging technologies;
2. Acquiring skills and knowledge of effective project and knowledge management;
3. Acquiring a working knowledge of how to be a leader in the engineering and technology sectors; and
4. Effectively managing aspects of occupational safety, risk management, and environmental compliance in a knowledgeable and productive manner.

Technology Management, Safety Management, or Management Information Systems academic tracks are available under the Master of Science in Technology Management.

Mathematics

Charles Dorsett, Head

Binnion Hall, 903-886-5157

Departmental Website

The graduate program in mathematics aims to give thorough training to the student in one or more areas of mathematics, to stimulate independent thinking, and to provide an apprenticeship for the development of creative research. These experiences prepare the student for employment in a high school, a junior college, a four-year college, continued study of mathematics at the doctoral level, or in one of the many nonacademic areas in which mathematicians work.

Graduate students in mathematics have access to powerful software packages, and many courses include computer applications.

Programs of Graduate Work

Graduate work leading to a Master of Arts or a Master of Science degree is offered with an emphasis in algebra, analysis, or probability-statistics, in addition to many special topic offerings. Emphasis for secondary and middle school teachers are specially planned to meet their individual and particular objectives.

Also, students may select courses leading to a minor in applied mathematics.

Admission

Students entering the MS or MA program for a career in higher education, professional work, or further advanced study in mathematics must meet the background requirements, which include the calculus sequence, discrete mathematics, and at least two upper-level undergraduate mathematics courses from the areas of algebra, analysis, topology, statistics, and probability.

Secondary mathematics teachers and other students entering the master's degree program with goals other than work as a professional mathematician or advanced study in mathematics should have an undergraduate minor in mathematics, that is, Calculus I, II, and III, and 3 advanced math courses.

Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE), undergraduate grade point average, and mathematics background as outlined above.

Physics and Astronomy

Bao-An Li, Head

903-886-5488; Science Building

Departmental Website

The Department of Physics and Astronomy provides course work, training, and research experience to students who wish to further their education beyond the bachelor's level to achieve a greater degree of competence and recognition in their profession. The department offers two Master of Science degree programs. In addition to the MS in Physics, the department offers a broad-field program with a concentration in physics for students who wish to prepare to teach in several science fields in secondary schools.

The physics department provides well-equipped instructional and research laboratories. Sophisticated equipment and faculty direction are available for experimental research in solid state physics, X-ray spectroscopy, X-ray photoelectron, auger electron, appearance potential spectroscopy of surfaces, signal analysis of speech signals, microcomputer hardware and software development, and digital electronics.

Faculty also conducts research in theoretical nuclear physics, nuclear astrophysics and computational physics. In addition, the department has an active astronomy and space physics research program in collaboration with staff members of the planetarium. The department also maintains extensive equipment to help prepare science teachers to introduce and teach the latest physics curriculum developments.

Programs of Graduate Work

Master of Science in Physics (Option I)

The Master of Science in physics with research thesis is ordinarily chosen by those students preparing for industrial employment, college teaching, or for further graduate study leading to the PhD degree. This degree program includes a research thesis consisting of a 10-course sequence (30 semester hours), including 2 courses allotted to the thesis.

Master of Science in Physics (Option II)

The Master of Science without thesis is usually chosen by students preparing to teach in middle and secondary public schools or by students who plan to pursue applied physics careers in industry. This program consists of a 12-course sequence (36 semester hours).

Broad-field Program

A broad-field program, offered primarily for teachers, is available over the several fields of science with a concentration in physics. This program requires 12 hours (normally 15 hrs.) in physics, including Physics 595, and 6 hours each in 2 other science areas and electives to total 36 hours.

Admission

Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE), and undergraduate grade point average.

Department Requirements

All physics graduate students must register for Phys 501 (Seminar) each semester in residence. An "Admission to Candidacy Examination" is required of all students majoring in physics.

Note: The Department reserves the right to suspend from the program any student who in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

College of Humanities, Social Sciences and Arts

Salvatore Attardo, Interim Dean

David Crenshaw, Associate Dean

Ben Doughty, Associate Dean

Charles J. Austin Industrial Engineering Technology, AGIT Building, Room 116, 903-886-5175

The College of Humanities, Social Sciences, and Arts consists of the departments of Art, History, Literature and Languages, Music, Mass Media, Communications and Theatre, Political Science, and Sociology and Criminal Justice. The college also houses the popular Liberal Studies degree program, the Communication Skills Center, the Pre-Law program and the English Language Institute.

Curricular goals and learning outcomes promoted in these programs assure a well-rounded education in the humanities, social sciences and liberal arts tradition. We provide a strong emphasis on discipline-based scholarship, plus challenging opportunities to consider and construct solutions to issues facing our increasingly complex, multidisciplinary world.

Advanced degrees at the masters' level are offered in each of the departments with a Ph.D. in English offered through the Department of Literature and Languages. Our mission is to serve our students, communities, and region by providing and promoting academic programs characterized by innovation vision, multiples scales of excellence, and a commitment to literacy, justice, and civic responsibility.

Art

Joe Daun, Head
903-886-5208; Art Building
Michael Miller, Graduate Director for Studio Art, 903-886-5242
Virgil Scott, Graduate Advisor for Communication Arts (UCD), 214-752-9009

Departmental Website

The Department of Art inspires and prepares students to excel in the art profession, including the fine and applied arts, art history, and art teaching fields, and also expands the educational experiences of non-majors.

The general objectives of graduate study in art include: (1) the refinement of technical skills in chosen studio areas; (2) the development of a critical understanding of one's own art in its historical, theoretical, and conceptual context; and (3) the mastery of communication skills both in practice and in teaching. These objectives are achieved through a close working relationship among students and faculty, wherein a student may pursue a course of study designed for his or her particular educational goals.

Programs of Graduate Work

Master of Arts in Studio Art

The Department of Art offers general programs in studio art leading to the Master of Art degree. The graduate curriculum includes painting, sculpture, photography, drawing, ceramics, and mixed and multi-media art. The University Gallery hosts an annual series of exhibits of interest to the University and the Commerce community. Studio/Fine Arts emphasis areas include ceramics, experimental studies, painting, and sculpture. In photography, facilities are available for both digital color and black and white photography. Students wishing to improve their portfolios, while pursuing graduate degrees in the Studio Arts or Communication Design (new media, art direction, design communications, illustration, and copywriting), may count two upper-level undergraduate courses toward the master's degree with prior approval of the Graduate School.

Master of Fine Arts

The MFA program is intended for graduate students both committed to and capable of intensive, advanced study culminating in an individual and self-generated language of expression.

MFA students are initially encouraged to explore a broad range of issues meaningful to their work, while simultaneously mastering their technical skills. These explorations may touch upon individual modes of expression, formal elements, experimentation with media and methods, themes and symbols, and relationships among the visual arts and other disciplines. Subsequent courses direct the student toward more mature and self-critical art, leading ultimately to a sustained and coherent body of work which forms the MFA Thesis Exhibit.

Students entering the MFA program will select a committee of four members of the graduate art faculty, one of whom (usually the chair) will represent the student's primary area of concentration within the studio arts. In consultation with the committee, the department head and the graduate coordinator, the student will devise a degree plan based on the primary area of emphasis. This area may be selected from painting, drawing, sculpture, ceramics, mixed and multi-media art, photography, and communication design areas. The student's work in the chosen area is complemented by courses in art history, theory, and multimedia. It is expected that the student will gain from this study a sound conceptual and historical understanding of the visual arts, as well as the ability to communicate this understanding in writing and speech.

The New Learning Context

Designed to broaden the student's education, the New Learning Context is an essential component of the MFA degree. Lasting a full academic term and providing twelve semester hours credit, the New Learning Context encourages the student to seek out new ideas and experiences of benefit to his or her art. A student may choose between two options: (1) The semester away, and (2) The Planned Program Alternative. The first option requires the student to live and work away from Texas A&M University-Commerce. Whether by taking courses at another institution, through extensive traveling, or by living in a major artistic center in the United States or abroad, this option provides experiences invaluable to the student's artistic and intellectual growth. The second option, for students whose economic or personal circumstances preclude extended travel, allows for similar experiences within the region. An example of the second option would be a planned sequence of visits to museums, galleries and artists' studios in the Dallas-Fort Worth Metroplex. Whichever option is selected, the student's art will be expected both to represent the efforts of a full academic term and to reflect the knowledge and experience gained from the New Learning Context

Admission

Master of Arts in Art

Admission to pursue the MA degree in Art must be granted by both The Graduate School and the Department of Art. The applicant should submit slides of work and other supportive materials the department requires. Contact the departmental Graduate Coordinator for these requirements. The graduate degree program in Art is individually designed to meet the unique educational and professional needs of the student. In consultation with the graduate coordinator and the department head, students pursuing the MA degree will devise an appropriate degree plan during the first semester.

Master of Fine Arts in Art

Students intending to apply for subsequent admittance into the Master of Fine Arts program should follow the course of study established for that degree. Department guidelines for the MFA are available upon request or can be found online at web.tamu-commerce.edu/academics/colleges/artsSciences/departments/art/programs/art/graduate/masterOfFineArts/. Within the MFA in Art in each primary area of emphasis its courses are discipline-specific and require approval by the Graduate Coordinator prior to enrollment.

The candidate may enter the MFA program only with faculty approval no earlier than the second regular, full-time semester of study. Until such admission is applied for and approved, the student is temporarily enrolled in an MA or MS program of study. Applicants must have a bachelor's degree, or its equivalent, with an art major or comparable experience, nine semester hours of art history and a minimum grade point average of "B" in all undergraduate studio art courses.

In addition to the requirements of the Graduate School, applicants for the MFA degree will submit an application to the Department of Art that includes a slide portfolio, a statement of intent, transcripts of all previous college-level work, and three letters of recommendation. Copies of transcripts are acceptable if the originals are on file at the Graduate School. All of these materials are important in considering an applicant's suitability for graduate study, but the slide portfolio is of paramount importance because it represents the extent of a student's education in art. Care should be taken in the selection and photographing of works for the slide portfolio (CD portfolio is acceptable).

History

Judy Ford, Head
903-886-5928; Ferguson Social Sciences Building
John H. Smith, Graduate Advisor
903-886-5219

Departmental Website

The graduate program in History strives to promote independent thinking and to contribute to the development of a well educated person. Graduate training helps prepare the student for teaching in a high school, a junior college, a four-year college; for continued study of history at the doctoral level; or for one of the many non-academic areas in which historians work.

Programs of Graduate Work

The Department of History offers students the choice of a Master of Arts or Master of Science degree. The MA has a foreign language requirement while the MS does not. For both the MA and the MS, students may choose a thesis or non-thesis option. An MA in History requires either 12 semester hours of undergraduate foreign language courses in a single language or 6 semester hours of graduate level French for Reading in addition to the courses listed below.

Admission

Acceptance will be based on admission to the Graduate School, the Graduate Record Examination (GRE), and undergraduate program and grade point average.

Literature and Languages

Donna Dunbar-Odom, Head
903-886-5260; Hall of Languages

Departmental Website

Donna Dunbar-Odom, Director of Graduate Studies-Doctoral (English)
Tabetha Adkins, Director of First-Year Writing Program
Maria Fernandez-Babineaux, Director of Graduate Studies (Spanish)

Programs of Graduate Work

The Department of Literature and Languages includes graduate studies in English and Spanish.

English

For the preparation of college teachers of English, the Department of Literature and Languages offers a Graduate Certificate in TESOL (Teaching English to Speakers of Other Languages), a Graduate Certificate in Film Studies, a Master of Arts in English, and a PhD in English. For the preparation of high school teachers of English, the department offers the Certificate in TESOL, Master of Arts in English, and a Master of Science in English. In addition, doctoral students may pursue a comprehensive minor in English recommended especially for supervisors of programs in English education.

For the PhD degree, the student may choose to concentrate in either Written Discourse: Theory and Practice (composition, rhetoric, and linguistics) or Critical Literacy (literature, film studies, literary theory, and reading). The PhD program stresses both substantive knowledge of the various divisions within the field of English and an extensive introduction to the profession, including classroom teaching, tutoring, and computer-assisted instruction.

Specific requirements and procedures for graduate work and applications for assistantships may be obtained from the Head of the department.

Spanish

Graduate work in Spanish provides students with a thorough command of another language, prepares students for scholarly research, and helps train teachers of Spanish.

The Department of Literature and Languages offers a Master of Arts in Spanish. A student pursuing this degree has two options: one option is a 30-hour course requirement, plus thesis. A second option is a non-thesis, 36-hour course requirement, plus reading knowledge of a second foreign language. Students may focus on literature in Spanish or teaching Spanish in the college classroom. Students seeking either option must perform satisfactorily on a comprehensive written and oral examination with sections devoted to prose, drama, poetry, and language.

The foreign language faculty also prepares students for the doctoral research tool proficiency in Spanish. Candidates for this examination may apply to the Department of Literature and Languages for information.

A comprehensive minor in Spanish is available for doctoral degree students majoring in supervision, curriculum, and instruction. This minor is recommended for junior and senior college teachers of foreign languages.

Admission

English

Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE), undergraduate grade point average, three references, a writing portfolio, and a statement of goals.

Spanish

Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE), undergraduate grade point average, and background in Spanish language.

The Department reserves the right to suspend from the program any student who in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

Mass Media, Communication, and Theatre

John Mark Dempsey, Head
903-886-5345; Performing Arts Center

Departmental Website

The Department of Mass Media, Communication, and Theatre offers graduate courses in theatre and speech communication and graduate degrees in theatre.

The goals of the graduate program in theatre are to:

1. Develop an understanding of the relationship between dramatic theory and onstage practice;
2. Study the dramatic tradition and the history of the performing arts;
3. Prepare students for doctoral programs in theatre studies;
4. Prepare students for community college teaching;
5. Provide the skills and experience necessary for entry into professional theatre, film and television; and
6. Supplement the knowledge and skills of secondary education teachers.

Performing Arts Center laboratories are available in two theatres, shops, a complete television studio and two radio stations. Several graduate assistantships are available.

Programs of Graduate Work

The Theatre Division of the Department of Mass Media, Communication, and Theatre offers the following degrees in theatre: Master of Arts, Master of Science-Option I, and Master of Science-Option II. In addition, comprehensive minors in both theatre and speech communication are available for doctoral degree students.

The Theatre Division also develops programs that meet the needs of individual students by working with other disciplines to develop an Interdisciplinary Degree. These degrees must have the approval of the Dean of the Graduate School and a degree plan must be on file in the Department of Mass Media, Communication, and Theatre and the Graduate School.

Admission

Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE), undergraduate grade point average, two references, a résumé, and a statement of goals.

Note: The Department reserves the right to suspend from the program any student, who in the judgment of a duly constituted departmental committee does not meet the professional expectations of the field.

Music

Chris White, Head
Music Building; 903-886-5303

Departmental Website

The Department of Music is a member of the National Association of Schools of Music and the Texas Association of Music Schools. The Department of Music offers the Master of Music degree with two areas of emphasis: Performance and Music Education.

Maintained within the Music Building are ample facilities for developing the various phases of musical ability. The recording and score collection in the general university library provides a valuable supplement for music scholarship and research. Private instruction is available in voice, keyboard, winds, percussion, strings and conducting.

Program of Graduate Work

Master of Music degree

Students in the Master of Music program choose either an emphasis in performance (applied music or conducting) or music education. The M.M. with an emphasis in performance develops specific music skills and abilities to a high degree in the fields of instrumental and vocal performance and conducting. The M.M. with an emphasis in music education focuses on teacher training at the elementary and secondary levels.

Admission

Graduate students are required to audition (performance or teaching demonstration) for admission and complete diagnostic examinations. Students may obtain specific requirements for the audition by contacting the Graduate Coordinator in the Music Department. Students with a bachelor's degree in music from A&M-Commerce may use a letter of recommendation from their applied teacher(s) in lieu of an audition.

Department Requirements

Diagnostic (Advisement) Examinations

All graduate students will take diagnostic examinations in music history and theory at the beginning of the first semester of graduate study. Students may petition to defer all or part of the diagnostic examinations to the beginning of the second semester of graduate study; however, the diagnostic examinations cannot be repeated. Depending on the student's intended graduate major, additional examinations may be required in music education, major and/or minor applied music, piano, orchestration, conducting, and foreign language diction. The results of the diagnostic examinations are used for academic advisement and normally do not constitute a basis for actual admission. Once the student completes the diagnostic examinations, the student is assigned a committee which will determine a degree plan to address the student's strengths, needs, and areas of interest.

Recital

Graduate students pursuing the Master of Music degree with an emphasis in performance must perform a fifty-minute public recital.

Final Comprehensive Examinations

The Department of Music requires the candidate to pass a written examination over the course work listed on the degree plan prior to taking an oral examination.

Political Science

JoAnn DiGeorgio-Lutz, Head
903-886-5317; Ferguson Social Sciences Building

Departmental Website

The Political Science Department MA/MS program is designed to allow students to examine the key issues in domestic and international politics from both a substantive/policy perspective and a scholarly/theoretical perspective. The MA/MS program is also designed to prepare students for careers in a variety of public and private settings and to prepare students for graduate work at the doctoral level. Students enrolled in the graduate program will complete a 30 semester hour program that includes a 3-6 semester hour thesis (PSCI 518) (Option I) or complete a 36 semester hour program that includes a 3 semester hour non-thesis research project (PSCI 595) and a comprehensive oral exam (Option II). All students must complete PSCI 502, Research, Concepts, and Approaches in Political Science and two courses from each of the three broad concentrations: American Government, International Relations and Comparative Politics, Political Philosophy & Methodology. Students pursuing the MA must demonstrate language proficiency. Students pursuing the MS must demonstrate quantitative proficiency.

Sociology and Criminal Justice

Willie Edwards, Head

903-886-5332; Ferguson Social Sciences Building #210

Departmental Website

The mission of the Department of Sociology and Criminal Justice is to provide quality learning experiences to equip students with social, intellectual, leadership and critical thinking skills, preparing them for a global and diverse society.

In addition to the major objective of contributing to the development of an educated person, some of the specific departmental objectives are as follows:

1. prepare students for teaching roles at all educational levels;
2. develop students' skills and knowledge that will enable them to conduct and interpret empirical research;
3. prepare students for professional careers in the fields of sociology and criminal justice;
4. prepare students for PhD programs in sociology and criminology;
5. develop programs designed to provide community services, extending from the local to regional and national levels;
6. provide curriculum support to other departments and university programs.

Admission

Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE), undergraduate grade point average, two references, a résumé, and a sample of student's writing that demonstrates their ability to utilize a) scientific research, or b) critical thinking skills, and completion of undergraduate prerequisites. Students are required to take a graduate diagnostic exam before initial enrollment or at the latest during the first semester of work in the department. Students seeking a graduate certificate must be admitted to a master's degree program or in a nondegree admission status.

Note: The Department reserves the right to suspend from the program any student who in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

College of Business

Harold Langford, Dean

903-886-5191; Business Administration Building, Room 215

Jerry D. Parish, Associate Dean

903-886-5191

Shanna Hoskison, Director, CBT Advising Center

903-468-3197

Steven Shwiff, Head, Accounting, Economics and Finance

903-886-5679 - Departmental Website

Don English, Head, Business Administration and Management Information Systems

903-886-5662 - Departmental Website

Lloyd Basham, Interim Head, Department of Marketing and Management

903-886-5703 - Departmental Website

Graduate study in the College of Business is available in business administration, finance, management and marketing. The graduate programs in business are accredited by both AACSB and the International Association for Management Education.

Courses for the MBA and MS programs are offered at Texas A&M University-Commerce, main campus, the Mesquite Metroplex Center, Rockwall, McKinney, the Universities Center at Dallas, and other areas. Courses are also available through distance education and internet based instruction.

Admission

E-Mail: MBA@tamu-commerce.edu

Applications for admission are accepted throughout the year. Candidates are encouraged to submit applications as early as possible to ensure consideration for the semester desired.

In addition to the admission documents required by the Graduate School, the College of Business requires

1. An application letter describing career objectives and how the MBA, MA, MS, or MSF becomes a part of that plan. Additional information on leadership positions, previous work experience and other factors should also be highlighted when appropriate.
2. A current resume.
3. Three references from current or past business associates or professors who will describe your professional or academic career, as appropriate.
4. GMAT/GRE test score or 3.0 overall undergraduate GPA (3.25 on the last 60 hours of coursework toward the bachelor's degree); or completion of a graduate degree from an accredited institution in an area of study approved by the department; or passing score on all parts of the *Uniform Certified Public Accounting Exam*.

Programs of Graduate Work in Business

Graduate studies in business and finance are designed to prepare individuals for professional careers in business organizations, government agencies, and educational institutions, or for further graduate study. Graduate degrees in business include the MBA and the MSF in Finance, the MS in Accounting, the MS in Management, and the MS in Marketing. More specifically, the goals are to:

1. insure knowledge of the functional areas of management;
2. improve each individual's decision-making abilities;
3. develop each individual's ability to succeed in a rapidly changing global business environment;
4. provide for increased understanding of current and future social, economic, political, and technological conditions affecting the business world; and
5. promote the desire for continuing self-education and self-development.

Courses for the MBA and MS programs are offered at Texas A&M University-Commerce, main campus, the Mesquite Metroplex Center, Rockwall, McKinney, the Universities at Dallas, and other areas. Courses are also available through distance education and internet based instruction.

College of Education and Human Services

Brent Mangus, Dean
903-886-5180; Young Education North Building
Sandy Weeks, Associate Dean
Rusty Waller, Interim Assistant Dean

Graduate study in the College of Education and Human Services includes, but is not limited to, programs that prepare school administrators including principals, superintendents, and counselors. Master's degrees are also available in educational technology, health and human performance, psychology, special education, and social work. Details of each program may be accessed in the departmental division of this catalog:

Art in Teaching, MA
Counseling, MS, MEd, PhD
Early Childhood Education, MS*, MEd*, MA
Elementary Education, MS, MEd
Educational Administration, MS, MEd, EdD
Educational Psychology, PhD
Educational Technology-Leadership, MS, MEd
Educational Technology-Library Science, MS, MEd
Supervision, Curriculum & Instruction- Elementary Education, EdD
Global E-Learning, MS
Health, Kinesiology and Sports Studies, MS, MEd
Psychology, MA, MS
Reading, MA*, MS*, MEd*
Secondary Education, MA, MS, MEd
Special Education, MA, MS, MEd
Specialist in School Psychology, SSP
Social Work, MSW

*Federation Program with University of North Texas and Texas Woman's University.

The College of Education and Human Services offers master level Texas Education Agency-approved programs leading to standard certification for teachers in bilingual education, early childhood education, elementary, middle level, and secondary. Additional areas of study for certification include trade and industrial education; and all-level certification in art, health, music, physical education, and special education.

Professional certificates available through Texas Education Agency approved programs in the following areas: career and technology education, educational diagnostician, master mathematics teacher (8-12), master reading teacher, reading specialist, school administrator (principal and superintendent), school counselor, and school librarian.

Program in the College of Education and Human Services are designed to allow the student to complete a master's degree while completing required coursework for teacher certification and professional certificates.

Center for Educator Certification and Academic Services

Jency Holbert, Director of Educator Preparation
Young Education Building, 903-886-5182

Admission

Application to an initial certification (e.g., Alternative Certification Program) or professional certification program should be made in the Center for Educator Certification and Academic Services. Formal admission into the graduate school and alternative certification program is required before Texas A&M University-Commerce can recommend the initial certificate be issued. Information regarding all Teacher Education/Certification Programs may be viewed at <http://web.tamu-commerce.edu/academics/colleges/educationHumanServices/educatorCertificationAcademicServices/default.aspx>.

Alternative Certification Program (Standard Teacher Certification)

(Provisional Admission)

1. Completion of the application located on the Center for Educator Certification and Academic Services website, <http://web.tamu-commerce.edu/academics/colleges/educationHumanServices/educatorCertificationAcademicServices/default.aspx>
2. Payment of Application fee
3. Documented admission to the Graduate School
4. Bachelor's degree
5. Official transcripts
6. Minimum overall GPA of 2.5 in professional development and content teaching area with no grade below "C".
7. Acceptable scores on basic skill requirement or passing score on content test prior to admission.
8. Meet admission requirements for specific certificate and program area (see website for details).

Teacher Education Program

(Full admission)

1. Meet provisional admission requirements.
2. Complete 30 hours of field based experience in a Texas Education Agency recognized classroom.
3. Complete 80 hours of professional development training (Commerce/Mesquite- 2 courses on teacher certification plan; Navarro- 1 course on teacher certification plan and 4 scheduled workshops)
4. Successfully complete courses in the time frame listed on the certification plan.
5. Meet highly qualified requirements through TExES or PACT and/or 24 semester hours (12 upper level) in content teaching area.
6. Complete successful internship through one of two options (1 year paid internship or 1 semester unpaid clinical internship).
7. Maintain a successful one academic year employment as a paid intern or one semester as an unpaid clinical intern in a Texas Education Agency recognized school. If at any time the student resigns or is dismissed from employment, the student will be automatically dismissed from the program.
8. Comply with the Texas Teacher Code of Conduct and exhibit professional behavior at all times.
9. Enroll, fund, and attend all prescribed coursework and training sessions in the designated semesters at the designated times. This included demonstrating professionalism with being punctual and remaining in attendance for the entire training.
10. Comply with all practices, policies, and requirements lined in "Complete Program Guidelines."

After completion of all certification program requirements, students must apply for their standard certificate with the Texas Education Agency in a timely manner. Filing for certification is an online process.

Requirements for a Texas Standard Teaching Certification

Alternative Certification

In order to successfully complete the Alternative Certification Program and receive recommendation for a Texas Standard Teaching Certificate, the following requirements must be met:

1. Continued admission and retention in the Teacher Education Program.
2. Successful completion of all program requirements, including all phases (pre-internship, internship, and post-internship), required GPAs, and appropriate tests (i.e., TExES, BTLPT, LOTE).
3. Principal Recommendation Form and Service Record/Letter of Recommendation documenting required years of service.

Failure to receive the school district's recommendation will result in dismissal from the Texas Education Program.

Professional Certificate Program

(Provisional admission)

1. Completion of the application located on the Center for Educator Certification and Academic Services website, <http://web.tamu-commerce.edu/academics/colleges/educationHumanServices/educatorCertificationAcademicServices/default.aspx>.
2. Payment of application fee.
3. Documented full admission to the Graduate School.
4. Official copy of all graduate transcripts conferring master's degree (if applicable).
5. Professional recommendation from an appropriate person from the educational sector, i.e., principal, supervisor, director, superintendent.
6. A current copy of the Texas teaching certificate (Principal, Educational Diagnostician and Master Reading Teacher only) or professional certificate plan leading to teacher certification.

Professional Certificate Program

(Completion)

In order to successfully complete the Professional Certification Program, the following are required:

1. A minimum grade-point average of 2.5 for Counseling, 3.0 for School Principal/Superintendent and School Librarian, 3.25 for Reading Specialist and 3.5 for Educational Diagnosticians in the coursework applied toward the professional certification. Only grades "C" or better will be accepted toward certification.
2. Successful completion of the appropriate state certification exam(s).
3. The completion of all departmental requirements for certification.
4. Teacher Service record indicating 2 years of acceptable teaching experience (3 years are required for Master Reading Teacher).

Master of Arts in Teaching

The Master of Arts in Teaching is a 30-36 hour degree designed to assist professionals currently in the area of science, technology, engineering, or mathematics (STEM) wishing to enter the field of secondary education to obtain the necessary knowledge and skills to promote effective teaching in their respective field. Additional content areas may be considered for entry into the program. The Master of Arts in Teaching program objective includes providing a rigorous and relative curriculum

allowing the candidate to complete certification requirements and earn a Master's degree. Up to thirty six hours of graduate credit is required for students without an undergraduate preparation in science, technology, engineering, or mathematics.

Counseling

Stephen Armstrong, Interim Head
Binnion Hall; 903-886-5637

The Department of Counseling offers the Master of Science, Master of Education, and Doctor of Philosophy degrees. These programs prepare students for a variety of professional work settings, including community agencies, schools, student affairs, practice in higher education, and private practice. The master's degree programs with School Counseling and Community Counseling emphasis and the doctoral degree program with Counselor Education and Supervision emphasis are accredited by CACREP.

Due to the nature of counseling and the faculty's responsibility to prepare effective counselors, students participate in experiential activities in practice-oriented courses and may be encouraged to participate in experiential activities in other courses. Student rights with regard to self-disclosure are protected.

Programs of Graduate Work

Master of Science and Master of Education in Counseling

Flexibility in program planning for the MS and the MEd degrees permits the student to prepare for positions in community agencies, schools, or student affairs in higher education. The master's degree programs with School Counseling and Community Counseling emphasis require a minimum of 49 semester hours. The MEd program with a Student Affairs emphasis is a 36-hour degree program. With proper advisement, course work required for the degree may include courses required in Texas for licensure as a professional counselor (LPC) and/or certification as a professional school counselor, as outlined in later sections.

Doctor of Philosophy in Counseling

The PhD in Counseling program includes approximately 69 hours of coursework beyond the equivalent of a 48-hour CACREP-accredited master's degree. This total includes doctoral field experience, specified doctoral courses, cognate area, elective cluster, research tools, and dissertation.

Admission

Those who apply to the Texas A&M University-Commerce Graduate School for admission to one of the master's degree programs in counseling must meet the general Graduate School admissions requirements as described elsewhere in this catalog as well as additional departmental requirements. Application materials collected by the Graduate School will be forwarded to the Department of Counseling for review, and applicants are required to have approval of the department before the Graduate School will grant admission to the master's degree program in counseling. (Department review is conducted on a specific schedule. Scheduled review dates are listed on the Graduate School website at <http://web.tamu-commerce.edu/academics/graduateSchool/>).

After full admission to the Graduate School is granted, the department requires students to meet its admission to candidacy requirements for the master's degree. School Counseling and Community Counseling students must achieve a grade of A or B in COUN 501, COUN 510, COUN 528, and COUN 516. Student Affairs students must achieve a grade of A or B in COUN 501, COUN 510, COUN 606, and HIED 540. School Counseling and Community Counseling students must meet admission to candidacy requirements prior to enrolling in COUN 551. Student Affairs students must meet admission to candidacy

requirements prior to enrolling in COUN 552. More information regarding admission to candidacy is available in the departmental office.

Curriculum and Instruction

Martha Foote, Head
Education South; 903-886-5537

Departmental Website

The Department of Curriculum and Instruction holds as its central mission the study of curriculum and instructional design and its implementation at all levels of education. To realize a broad range of curricular aims and goals, the department engages in rigorous study of teaching and learning to enhance teaching effectiveness. Five strands of emphasis at the graduate level include:

1. Offering master's and doctoral degree programs.
2. Being actively involved in the public schools for mutually beneficial purposes, i.e., updating and enhancing skills of current teachers while allowing departmental faculty to remain current with public school trends and issues.
3. Offering doctoral programs that develop effective teacher educators through research and intensive study of learning paradigms and instructional strategies.
4. Promoting within faculty and students the rigorous scholarship as they participate in basic and applied research, educational program development, and implementation and dissemination of knowledge in enlightening and utilitarian ways.
5. Providing courses to support teaching certification at the graduate level.

Programs of Graduate Work

The department offers the following endorsements, certificates, and degrees:

Certificates

Certification courses leading to EC-4, 4-8, 8-12 (see Alternative Certification Program)
Reading Specialist Certificate
Master Reading Teacher Certificate

Endorsements

Gifted and Talented Endorsement
Bilingual Education Endorsement
English as a Second Language (ESL) Endorsement

Students may qualify for these certificates and endorsements as they progress through the normal program for the master's degree, provided the student has the Provisional or Standard Teaching Certificate, has appropriate teaching experience, receives barcode approval, and successfully completes the appropriate TExES exams.

Students pursuing initial teacher certification while teaching in the elementary, middle, or secondary level schools in Texas may complete courses at the graduate level to support their initial teacher certification once they have been admitted to the Alternative Certification Program. However, they must be certified before being admitted to the master's program or taking additional master's coursework. For information about the Alternative Certification and Alternative Post-Baccalaureate Certification program, please visit the Center for Educator Certification and Academic Services website at: www.tamu-commerce.edu/teacher.

Endorsements in Bilingual Education and All-Level English as a Second Language

For teachers who hold or qualify for the Provisional or Standard Teaching Certificate, the Department of Curriculum and Instruction offers endorsement programs in Bilingual Education and English as a Second Language.

Students who complete the Bilingual Education program of studies should (1) possess the competencies necessary to teach, both in English and in Spanish, students in prekindergarten and elementary grades whose dominant language is Spanish and (2) meet the qualifications required by the State of Texas for appointment to such positions. Those who complete the English as a Second Language (ESL) program of study should (1) possess the competencies necessary to teach English to students in prekindergarten through grade 12 whose dominant language is other than English and (2) meet the qualifications required by the State of Texas for appointment to such positions.

Professional Certificates: Reading Specialist and Master Reading Teacher Certificate

Students who complete the program of study for the Reading Specialist Certificate should possess the competencies necessary to earn the master's degree; teach reading in pre-kindergarten through grade 12; gifted and talented; development, remedial or clinical settings; supervise or direct reading programs; and qualify for professional positions in the State of Texas for which the Reading Specialist Certificate is required.

Students who complete the program of study for the Master Reading Teacher Certificate should have a Texas Provisional or Standard Teaching Certificate, at least three years of teaching experience, and completed coursework required for certification.

Master of Education and Master of Science in Early Childhood Education

The MEd and MS degrees in Early Childhood Education are for Texas certified teachers interested in the human growth and development of young children, birth through age eight years, and in the improvement of teaching young children through advanced studies in the content and methodology of the subjects taught in preschools through grade three. The major in early childhood education prepares graduates for careers in both public and private educational settings in which the primary focus is children between the ages of three and eight. A graduate with a major in early childhood education should possess knowledge in these areas: Cognitive, socio-emotional, and physical development of children ages Birth to eight, curriculum theories and instructional design, effective instructional approaches for young children, teacher research and documentation of children's learning, and developmentally appropriate and authentic assessment of young children.

Master of Education and Master Science in Elementary Education

The Master's of Education degree (MEd) in Elementary Education is for Texas certified teachers interested in the improvement of classroom teaching through advanced studies in the content and methodology of subjects taught in elementary classrooms. The major in elementary education, available primarily to experienced classroom teachers, prepares graduates to (1) improve student engagement and teaching effectiveness and (2) qualify for leadership positions in settings for which the master's degree is required.

A graduate with a major in elementary education should possess knowledge of the research and literature in elementary education, curriculum and instructional design in subjects taught in elementary schools, effective teaching practices, and the teaching of students who are culturally diverse.

Master of Education, Master of Science, and Master of Arts in Reading

The MEd degree in Reading is primarily for Texas certified teachers interested in advanced studies in literacy learning, with emphasis on both developmental and remedial reading and writing instruction prekindergarten through grade 12. The MEd in Reading Program can lead to an All-Level Reading Certification and Master Reading Teacher Certification. The MS in Reading is primarily for Texas certified teachers who seek a program that focuses their coursework on content directly related to the teaching of literacy and can lead to Master Reading Teacher Certification. The Master of Arts in Reading is primarily for certified teachers interested in literacy's role in the development of learning and can lead to Master Reading Teacher Certification. The major in reading prepares graduates for careers in both public and private educational settings in which the primary focus is on teaching, supervising, or directing literacy learning in developmental, remedial, and/or enrichment settings. A graduate with a major in reading should possess knowledge of the physiological and psychological growth of children, research literature in literacy learning, and in the ability to diagnose, prescribe, instruct, and evaluate learners in the area of listening, reading, speaking, writing, and other skills related to literacy.

Master of Education and Master of Science in Secondary Education

The MEd or MS in Secondary Education is for Texas certified teachers interested in the improvement of education through advanced studies of curriculum and instruction in secondary education. The major in Secondary Education prepares graduates to (1) improve student engagement, classroom management and teaching effectiveness and (2) qualify for leadership positions in settings for which the masters is required. A graduate with a major in secondary education should possess knowledge of the research and literature in secondary education, curriculum and instructional design, effective teaching practices, and equity in excellence in teaching for all students. Individualized degree plans may be designed to prepare teachers for classroom instruction, for educational opportunities beyond the classroom, and for other advanced academic studies.

Admission

Master of Education, Master of Arts, Master of Science

1. Application Procedures. Applications may be accessed on-line at www.tamuccommerce.edu/gradschool. They can also be picked up at Navarro, Mesquite Metroplex, or UCD.
2. Admission Requirements.
 - a. Application to the Graduate School
 - b. Official undergraduate transcript with a 2.75 GPA overall or 3.00 on the last 60 undergraduate hours.
 - c. One of the following: Proof of a current valid Texas teaching certificate; Passing scores on ExCET or TExES, PPR, or TeCAT; acceptable GRE score; or Official transcript of a completed master's degree with a least a 3.00 GPA.

If a student does not meet the above criteria, he/she must provide an official bachelor's transcript from a regionally accredited institution and the following:

 - a. Portfolio
 - b. Two letters of reference
3. Prerequisites. In addition to those elements listed in the "Policy for Admission to Candidacy," undergraduate prerequisites for graduate majors and minors are currently in force:
 - a. Graduate Majors: Only candidates holding at least a provisional or standard teaching certificate or whose graduate program includes courses for meeting requirements of an official certification plan may be admitted to candidacy for an advanced degree.
 - b. Graduate Minors: The head of the Department of Curriculum and Instruction through his/her standing committee on admissions will determine whether the minimum number of courses required by the catalog for a minor in curriculum and instruction will enable the candidate to function effectively in the field. This will be based upon each individual's professional preparation and experience.

Alternative Certification Program

Students pursuing teacher certification as a graduate student should contact the Center for Educator Certification and Academic Services at 903-468-8186 for admission requirements. Some of the graduate-level courses may be counted toward a master's degree. Visit www.tamu-commerce.edu/teacher for more information.

Doctor of Education in Supervision, Curriculum, and Instruction—Elementary Education

Admission details are listed in the section “Admission to Doctoral Degree Programs” earlier in the general section of this catalog.

Admissions to the SCI Doctoral Program in the Department of Curriculum and Instruction will occur twice each year. Once in the fall semester and once in the spring semester. Applicants interested in applying must have 3 years of teaching experience, submit their resume, and attend a doctoral information session to be considered for admission. Applicants will complete a departmental writing sample during the information session. To be considered for admission to the doctoral program, applications must be completed by March 1 for admission for the fall semester and October 1 for admission for the spring semester. Once the application is complete, the applicant must complete an interview with the doctoral faculty.

When initially admitted to the doctoral program by the Graduate School, students must complete a departmental orientation session, have a degree plan approved, and have a doctoral residency plan approved before being fully admitted to the program by the department. Once fully admitted to the doctoral program, the student has 12 months to identify his or her qualifying exam committee. This committee consists of 1 major adviser and 2 committee members made up of doctoral faculty within the department.

Degree and Certification Requirements

The following undergraduate prerequisites for graduate majors and minors are currently in force:

Graduate Majors: Only candidates holding at least a provisional or standard teaching certificate or whose graduate program includes courses for meeting requirements of an official certification plan may be admitted to candidacy for an advanced degree with a major in curriculum and instruction.

Graduate Minors: The head of the Department of Curriculum and Instruction through his/her standing committee on admissions will determine whether the minimum number of courses required by the catalog for a minor in curriculum and instruction will enable the candidate to function effectively in the field. This will be based upon each individual's professional preparation and experience.

Degree and Certification Requirements

The following undergraduate prerequisites for graduate majors and minors are currently in force:

Graduate Majors:

Only candidates holding at least a provisional or standard teaching certificate or whose graduate program includes courses for meeting requirements of an official deficiency plan may be admitted to candidacy for an advanced degree with a major in elementary education.

Graduate Minors:

The head of the Department of Curriculum and Instruction through his/her standing committee on admissions will determine whether the minimum number of courses required by the catalog for a minor in elementary education will enable the candidate to function effectively in the field. This will be based upon each individual's professional preparation and experience.

Master's Degrees

Several master's degree plan options are presented. In certain cases courses may be substituted for those listed but only with the permission of the major adviser. A field-based Master's Degree in Elementary and Secondary Education is available to cohort groups in some school districts and many courses in the Alternative Certification Program can be included as coursework toward the Master's Degree (see Program Admissions for a Degree Plan).

Departmental Doctoral Residency Policy

Each student is required to complete residency after admission to the doctoral program and prior to completing qualifying exams. Residency provides students with more in-depth experiences than occurs when students are simply enrolled in doctoral classes. Students have opportunities to work with other doctoral students and faculty as colleagues in projects that provide experience and training toward independent application of skills, which commensurate with holders of doctoral degrees.

A. 5 Areas of Residency

Below are 5 areas the residency plan should include, plus examples of activities that would fulfill each area.

1. Opportunities to become involved in events to broaden intellectual growth. For example:
 - Departmental Doctoral Email Network provides information about ongoing opportunities such as attendance at colloquiums, and opportunities for grant writing, opportunities to present at conferences, and opportunities to write for professional journals.
 - Doctoral Seminar Assignments provide springboards to activities such as: conducting research projects, writing and submitting manuscripts for publication, and proposing presentations at national or international conferences.
 2. Access to a range of academic support resources required for scholarship in that discipline. For example:
 - Specific courses require spending time in the library to provide an understanding of how to access various electronic, paper, and people resources so that students understand how to conduct literature reviews.
 - Specific courses require accessing and developing web-based resources.
 3. Opportunities for faculty and student interactions that provide for the development of a mentoring-apprentice relationship and for a faculty evaluation of students. For example:
 - Doctoral Faculty and student social events provide opportunities for expressing research/writing interests, explaining current research/writing activities, and generally networking on common research/writing interests.
 - Doctoral Faculty invite students to research, write, edit, and teach as assistants, interns, or full-fledged collaborators.
 - Doctoral Faculty invite students to consult or present as assistants, interns, or full-fledged collaborators.
 4. Involvement with cognate disciplines and research scholars in those disciplines. For example:
 - Students select options such as reading, mathematics education, early childhood, or other cognates and electives within The Texas A&M University System or Federation and connections with research scholars are facilitated by the doctoral coordinator, major adviser, and include doctoral faculty members.
 - Specific courses spend time on conference calls, web chats, and two-way interactive video to engage in discussion and network with a variety of scholars.
 - Doctoral faculty consistently encourage and facilitate student membership in a variety of professional and scholarly organizations.
 - Doctoral faculty consistently encourage/facilitate student attendance in a variety of professional and scholarly conferences.
 5. Occasions for meaningful peer interactions among graduate students. For example:
 - The Doctoral List Serve provides opportunities to receive and post information and create special interest groups.
 - Chat rooms are created via the web for discussion related to particular courses and topics.
 - Students are encouraged via seminar assignments to coresearch, copresent at national conferences, and co-author manuscripts for publication.
 - Buddy systems and study groups are formally and informally created.
- B. Activities and experiences expected of the doctoral student:

Continuous involvement in activities like the following are expected every semester regardless of enrollment in coursework. While these vary widely, the intent of these activities is to provide the student with a more in-depth experience than occurs when students are simply enrolled in doctoral classes.

1. Research projects
 2. Submission of manuscript to state or national journals for publication consideration
 3. Staff development consultancies as a collaborator or an independent contractor
 4. Attending professional conferences and/or study tours
 5. Conference presenter (state, regional, and/or national)
 6. Professional development presentations for schools and/or school districts
 7. Teaching or Research Internship with a doctoral faculty member
 8. Graduate assistant (GAT or GANT)
 9. Ad-interim or adjunct instructor
 10. Liaison in the field-based program
 11. Webmaster of a home page
 12. Grant writing
 13. Formal report writing
 14. Attending Federation meetings and/or guest speaker events
 15. Peer review for conference proposals, manuscripts and/or grants
 16. Other, to be determined by doctoral adviser and student
- C. Determination of successful completion of residency and maintenance of documentation: Information about the residency plan and how to maintain documentation will be initiated by the departmental doctoral coordinator collaboratively with the student. Thereafter, during the first session of each doctoral course/seminar the instructor will distribute residency documentation sheets and explain how course requirements and/or projects can be incorporated into the completion of residency activities and experiences to the course instructor for evaluation and approval. The student is then responsible for turning in the signed sheet to the departmental office so that copies are filed in the student's official doctoral file. After a major adviser has been selected, the major adviser will review the residency plan collaboratively with the student to set specific goals and timeliness. Written documentation of the above activities must be completed prior to admission to doctoral candidacy. The student is required to present the complete file of documentation to the major adviser and his/her committee prior to taking qualifying and oral exams. The major adviser and committee will be responsible for noting successful completion of the plan on the qualifying exam documentation sheet. Documentation will continue to remain on file in the departmental office for at least 5 years after the doctoral student has completed the doctoral degree.

Residency

Each student is required to complete residency after admission to the doctoral program. Residency provides students with opportunities to work with other doctoral students and faculty as colleagues in projects that provide experience and training toward independent application of skills commensurate with holders of doctoral degrees. The student will plan the residency activities with the approval of the major adviser.

Note:

The Department reserves the right to suspend from the program any student who, in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

Educational Leadership

Madeline Justice, Head
Young Education Building; 903-886-5520

Departmental Website

The Department of Educational Leadership offers programs that develop professionalism and educational leadership in practicing and prospective school administrators, technologists, and higher education professionals.

Programs of Graduate Work in the Department of Educational Leadership

The following programs are offered within the Department of Educational Leadership:

Doctoral Degrees

Educational Administration

Supervision, Curriculum, and Instruction—Higher Education

Master's Degree

Educational Administration

Educational Technology—Library Science

Educational Technology—Leadership

Global E-Learning

Higher Education (emphasis in higher education administration)

Higher Education (emphasis in college teaching) Certifications Principal Trades and Industry Superintendent School Librarian Business Education Technology Applications Marketing Education Health Science Technology Graduate Certificates College/University Administration College Teaching

Graduate Work in the Educational Administration Program

The Department of Educational Leadership offers Master of Science, Master of Education, and Doctor of Education degrees in Educational Administration as well as professional certification programs for principals and superintendents. These differentiated programs prepare students for careers as elementary and secondary school principals, administrators of curriculum and instruction, school business administrators, school superintendents, personnel administrators, and college teachers of educational administration. Graduates of the doctoral program typically pursue careers as college teachers of educational administration or as administrators in public schools.

Graduate Work in the Higher Education Program

A Doctor of Education degree in Supervision, Curriculum and Instruction—Higher Education is available as a 90-semester-hour program or a 60-semester-hour program. The 90-semester-hour program includes hours in the major, minor, electives, and research tools. The 60-semester-hour program does not include a minor and requires that the student has already completed a Master's Degree. Master of Science degrees are available with an emphasis in either college teaching or higher education administration. Graduate Certificates are available in College Teaching and College/University Administration. The master's,

doctoral, and certificate programs in Higher Education prepare students for careers as college and university faculty and administrators.

Graduate Work in the Educational Technology Program

The Master of Science and Master of Education degrees are offered in Educational Technology. The degrees are in Educational Technology—Leadership, and in Educational Technology—Library Science. Coursework is also available in two certification areas to prepare educators for teaching Technology Applications and for becoming School Librarians. Certification for school librarians (in public and private elementary and secondary schools) is available in two formats—students who already have a Master’s take only the certification courses, but students without a master’s may take the certification courses as part of the Educational Technology—Library Science Master’s degree. Technology Applications certification courses may be applied to a Master’s program, if so desired.

Graduate Work in the Global E-Learning Program

The Master of Science is offered in Global E-Learning. Certification programs in Marketing Education, Business Education, Health Science Technology, and Trades and Industry are also available.

Professional Certification for Educational Administrators

Two professional certificates, the Principal and the Superintendent, may be obtained through the Department of Educational Leadership. Part of these certification courses might be included in a doctoral program, depending on circumstances of the student and his or her professional objectives.

Principal Certification Program

The Principal certification program is designed for principals, administrators of curriculum and instruction, and all school administrators holding a position below that of superintendent. The certificate requires a minimum of 36 specified semester hours of graduate work beyond the bachelor’s degree. In addition to completing the required coursework, to be eligible to receive the principal certificate, individuals must have passed the Principal TExES, be a certified (fully qualified) teacher in Texas, and have two years of creditable teaching experience as a classroom teacher. To be eligible to receive the standard principal certificate, individuals holding the provisional principal certificate must hold a master’s degree from an accredited institution of higher education and must have successfully completed the induction period specified in 19 TAC: 241.20 (b). Students may pursue a graduate degree while simultaneously working toward certification.

Superintendent Certification Program

The Superintendent Certification Program is an 18-hour program of coursework for candidates holding a Masters Degree and Standard Principal Certification. The candidate will complete courses designed to meet 6 national advanced leadership standards for visionary, ethical, political, collaborative, instructional, and organizational school district leadership. This certification program is designed to develop candidates who will meet the 10 competencies assessed by the State Board of Educator Certification TExES examination for the Standard Superintendent Certificate 064.

Graduate Certificates

Two graduate certificates, College Teaching and College/University Administration may be obtained through the Department of Educational Leadership. The College Teaching Certificate program is an 18-hour program of Higher Education coursework for students who have completed or will complete a master’s degree and a minimum of 18 graduate hours in a teaching discipline. Students will complete coursework in curriculum and instruction in Higher Education to provide the necessary minimum

foundation for teaching at the college level. Students who complete the program will have competencies in instruction, curriculum development, and the legal aspects of college faculty and student life. The College/University Administration Certificate program is an 18-hour program of coursework for students who have completed or will complete a master's or doctoral degree and intend to serve as administrators in higher education. Students will complete coursework in Higher Educational Administration to provide the necessary minimum foundation for leadership positions at the college level. Students who complete the program will have competencies in leadership, curriculum development, decision making, and the law related to colleges and universities.

Admission

Graduate Certificates

Admission to a graduate certificate program requires admission to the Graduate School as a nondegree student and an official bachelor's transcript.

Certification and Endorsement Programs

A variety of certificates and endorsements can be completed in the department. Many of the courses required for these programs may be applied toward a master's and/or doctoral degree. Students may pursue endorsements/certificates in the following areas:

Business Education

Health Science Technology

Marketing Education

Technology Applications

School Librarian

Trades and Industry

Health and Human Performance

Henry Ross, Interim Head

Tara Tietjen-Smith, Coordinator of Graduate Studies

Field House; 903-886-5549

Departmental Website

Graduate programs offered in the Department of Health and Human Performance are designed to provide students with specialized training to prepare for positions with public and private agencies and master teaching position in the area of health and human performance at the K-12 and college levels. These graduate degree programs are designed to provide graduate students with:

1. Knowledge and skills necessary to organize and administer programs of health and human performance;
2. The ability to interpret, analyze, critique, and produce research within health and human performance;
3. Knowledge related to the current challenges and trends underlying programs of health and human performance;
4. Knowledge and skills related to pedagogy in health and human performance.

Programs of Graduate Work

The Department of Health and Human Performance offers the following graduate degrees: Master of Science (MS) in Health, Kinesiology and Sport Studies (either thesis or non-thesis) and Master of Education (MEd) in Health and Kinesiology and Sport Studies. The MS degree is offered with three different tracks as specified in degree requirements. For each of these degrees, a

minimum of 18 to 24-hours must be completed in the major field. The Department also offers a minor for students in the doctoral program in Supervision, Curriculum, and Instruction—Higher Education.

Admission

Each applicant will be evaluated on his/her successful completion of an undergraduate degree in health, kinesiology, human performance or a closely related field, and undergraduate or graduate gpa, two letters of reference from sources acquainted with the applicants academic capabilities, and GRE scores (verbal and quantitative). With the consensus of departmental graduate faculty, deficient students may be granted probationary status. Deficiencies must be removed by the completion of foundation courses specific to the selected graduate program by the end of the second semester of enrollment.

Degree Requirements

All students must complete a departmental advisement guide before attaining 12 semester hours of graduate credit. To complete the advisement guide, the student must consult with the department's Coordinator of Graduate Studies. Students must maintain a grade point average of 3.00 on all graduate courses taken in the Department of Health and Human Performance. In addition, all students must have a passing score on the departmental comprehensive exams if following a non-thesis option. In order to take the comprehensive exam, a departmental advisement guide must be on file and all courses must be completed or the student must be enrolled in final semester of courses.

Psychology and Special Education

Tracy B. Henley, Head

Henderson Hall; Psychology: 903-886-5594; Special Education: 903-886-5940

Harveta Robertson, Special Education Coordinator

Curt Carlson, Doctoral Program Coordinator

Gail Johnson, Applied Psychology Coordinator

Jennifer Schroeder, School Psychology Coordinator

Website: <http://www.tamu-commerce.edu/psychology/>

The Department of Psychology and Special Education offers degree programs for majors and minors in Psychology and Special Education leading to masters, specialist, and doctoral degrees. In addition, courses in Psychology and Special Education are also provided for students desiring licensure in school psychology, licensure as a psychological associate, and professional certification as an educational diagnostician. Provisional teaching certification endorsement is offered in the area of generic special education and support courses are provided for students desiring teacher, counselor, supervisor and administrator certifications. All students and faculty are expected to act in accordance with the ethical standards for the profession of psychology and will be expected to exhibit:

1. an attitude that respects the worth, uniqueness, and potential for growth and development of all individuals;
2. personal stability, ethical behavior, and respect for the confidentiality of privileged information;
3. a personal manner in which responsibilities are fulfilled in a cooperative and conscientious fashion;
4. productive and cooperative work relationships that display motivation, independence, and adaptability; and
5. a commitment to continuing personal and professional growth characterized both by participation in professional organizations and by production and presentation of scholarly papers and publications.

The department reserves the right to suspend or remove from the program any student who, in the judgment of a duly constituted departmental committee, does not meet these ethical and professional standards.

Programs of Graduate Work in Psychology

Master of Science and Master of Arts in Psychology

The Department of Psychology and Special Education offers the Master of Science and Master of Arts degrees in Psychology. These programs prepare students for careers in mental health settings; psychology and training in business, government, and education; or further graduate work.

The 36-hour MA and MS programs focus on courses in human cognition and research methodology, i.e. educational and experimental psychology. Most of the coursework completed for the master's degrees may be transferred to the PhD program. The thesis option for the MS and MA is available and encouraged, but not required.

Psychological Associate Licensure

Licensure as a psychological associate by the Texas State Board of Examiners of Psychologists requires a minimum of 27 semester hours of appropriate psychology courses, 9 semester hours of practicum and a total of 54 semester hours of graduate work in the degree program. Contact the applied psychology adviser for further information. The applied master's program is accredited by the Masters in Psychology Accreditation Council (MPAC), formerly the Interorganizational Board for Accreditation of Master's in Psychology Program (IBAMPP).

Specialist in School Psychology

The School Psychology program at Texas A&M University-Commerce prepares students for attainment of a Specialist in School Psychology (SSP) degree. The current specialist degree program is consistent with requirements published by the Texas State Board of Examiners of Psychologist for the Licensed Specialist in School Psychology (LSSP) and has been granted national approval from the National Association of School Psychologist (NASP). Upon Completion of the 66 hour degree program, graduates are eligible for licensure in the state of Texas as a LSSP and certification at the national level as a NCSP. The 66 hour degree program includes 6 hours of practicum and 6 hours of internship. The remaining 54 academic course hours are in the content areas of psychological foundations, research and statistics, educational foundations, assessment, intervention, and professional and legal issues.

The Doctoral Program

The Department of Psychology and Special Education offers a Doctor of Philosophy (PhD) in Educational Psychology. This program has an interdisciplinary perspective, with a strong foundation in methodology. Students will acquire an in-depth knowledge of human learning and cognition, instructional strategies, research, and evaluation. This emphasis will prepare students to integrate knowledge of human cognition and instructional practice across a variety of occupational, educational, and content matter domains, with emphasis on applications of learning technologies.

Career opportunities for psychologists exist with federal and state educational agencies, national and state legislative groups, regional educational laboratories and research centers, higher education, public and private schools, professional organizations, high technology companies, military, publishers, private funding agencies, medical organizations, and private consulting. Increasing opportunities for psychologists are expected in all settings where job training and retraining is required and where technology-assisted learning (including distance education) is employed.

Currently, the Department of Psychology and Special Education offers a limited number of courses online, although the PhD program is not available as distance education. Still, the combination of online and summer courses available may make the doctoral program a viable option for nontraditional students.

Time to complete the degree program depends upon many factors, including: (1) how many courses a student completes per semester, (2) whether courses are offered during the semester that they are needed by the student, (3) successful completion of comprehensive exams, and (4) how persistent a student is in completing the thesis and dissertation requirements. Some full-time students have completed the degree program within four years, but, of course, part-time students require more time. Coursework used towards the doctoral degree cannot be older than 10 years at the time the degree is conferred.

Graduate Minors in Psychology

Minors in psychology are available for students in all other master's and doctoral degree programs.

Programs of Graduate Work in Special Education

Master of Arts, Master of Science, and Master of Education in Special Education

The Department of Psychology and Special Education offers three graduate degrees in Special Education: the Master of Arts in Special Education, Master of Science in Special Education, and Master of Education in Special Education. Programs of graduate work may be planned according to the interests of the student and to meet the degree requirements.

Graduate Minor in Special Education

Minors in special education on the master's degree are available. A minor consists of a minimum of 12 hours in the area of special education. Comprehensive minors in special education are available for doctoral degree students majoring in supervision, curriculum and instruction, educational administration, counseling, psychology, and related areas.

Admission

Master of Science and Master of Arts in Psychology

In addition to meeting the general university requirements for admission to the Graduate School, applicants to the master's degree programs in Psychology must:

1. Have a grade point average of at least "B" (3.00) in the bachelor's degree program and/or B+ (3.50) in completed graduate course.
2. Submit scores for the quantitative, verbal, and analytical/writing sections of the GRE.
3. Submit three letters of recommendation.
4. Submit a brief essay including a biographical statement, statement of training and experience working with diverse populations, research experience and interest, how program will meet training interests and goals, and professional goals and aspirations for the future.

Psychological Associate Licensure

For students pursuing licensure as a psychological associate, modifications to the master's program requirements include that the bachelor's degree either be in psychology or include a course in statistics.

Doctor of Philosophy in Educational Psychology

Before being admitted to the doctoral program, the prospective student must first meet the general requirements for admission to the Graduate School. Applicants to the doctoral program must hold at least a bachelor's degree. In all cases, admission to graduate degree programs in psychology is competitive, since available facilities and faculty do not permit admission of all qualified applicants. Application packets are reviewed twice a year, in May and December. The components of an application to the doctoral program are as follows:

1. Graduate Record Examination. Applicants must submit scores for the quantitative, verbal, and analytical/written sections of the GRE.
2. Transcript(s) showing academic prerequisites.
 - a. Applicants holding the master's degree must have an overall grade point average of at least 3.50 on graduate work, exclusive of practicum and thesis grades.
 - b. For students applying with a completed non-thesis master's degree, completion of the thesis will be required prior to admission to doctoral candidacy.

3. Recommendations/references. The doctoral applicant is required to submit four satisfactory recommendations on forms provided by the Graduate School, including one from the last employer, if it was a professional experience, and one from the last institution attended.
4. Statement of goals. All prospective students must submit a brief statement to the graduate admissions committee stating their goals in psychology and how the Department of Psychology and Special Education at Texas A&M University-Commerce can help them attain those goals.

The department reserves the right to deny entrance to an applicant who, in the judgment of a duly constituted departmental committee, appears unlikely to succeed professionally, or whose goals are inconsistent with the orientation of the degree program, regardless of any other qualifications.

Admission

Master of Arts, Master of Science, and Master of Education in Special Education

In addition to meeting the general university requirements for admission to the Graduate School, applicants to the master's degree program in special education must:

1. Have a grade point average of at least "B" (3.00) in all advanced or graduate special education courses taken.
2. Have a satisfactory background in education, psychology, or related areas.
3. Have all deficiencies removed prior to admission to the program.
4. Submit three letters of recommendation.
5. Submit a statement of goals.
6. Submit scores for the quantitative, verbal, and writing sections of the GRE. (Undergraduate seniors who plan to apply for graduate training should arrange to take the GRE during their senior year.)

In addition, applicants may submit for departmental review additional materials or a portfolio to support their application, including items such as awards, certificates of merit, examples of innovative program/curriculum development, publications, and a resume. Students seeking admission will be required to have approval of the department's graduate faculty.

Social Work

Brenda Moore, Head
Linda Openshaw, MSW Program Director
Henderson Hall; 903-468-8100

Departmental Website

Program of Graduate Work

Master of Social Work

The Master of Social Work program at Texas A&M University-Commerce is designed to meet the educational needs of advanced level social workers. The program is fully accredited by the Council on Social Work Education (CSWE). All MSW graduates are eligible to sit for the State of Texas LMSW licensure testing. The program follows an advanced generalist practice model. Courses in the MSW program are offered evenings and weekends to accommodate working students.

Admission

In addition to the general requirements for admission to the Graduate School, those seeking admission to the MSW Program must submit a packet of admissions materials, available either by contacting the Social Work Department at 903-468-8100 or by going

online to the department's website at www.tamu-commerce.edu/socialwork/programs-master.htm to download it directly. The completed documents must be submitted to the Department of Social Work at P.O. Box 3011, Commerce, TX 75429-3011. Components of the admissions materials include:

1. A professional narrative statement. A description of what would be contained in such a statement is included in the admissions packet.
2. A resume or vita of educational and occupational experiences.
3. Three references using the forms included in the admissions packet, preferably including one reference from an undergraduate professor or a former supervisor from a paid or volunteer social services agency.

The MSW program will admit students who show the greatest capacity to complete graduate-level work and become effective social work practitioners. To be admitted to the program, students must meet departmental criteria such as undergraduate grade point average, GRE scores, and writing ability. Other criteria include evidence of effective interpersonal skills, professional work experience, and values, ethics, and a fit with the social work profession and our program. The program is committed to recruiting and instructing students who represent a diverse population.

Depending on their undergraduate degree, students who are admitted to the MSW program will receive either Foundation Admission or Advanced Standing Admission. Advanced Standing is reserved for those who hold a Bachelor of Social Work (BSW) undergraduate degree from a CSWE-accredited institution. Fewer hours are required of students who receive advanced standing admission.

All students are expected to act in accordance with the National Association of Social Workers (NASW) Code of Ethics, the Texas State Board of Social Work Examiners Code of Conduct and the Department's Student Code of Conduct.

If students do not conduct themselves in a manner befitting a professional social worker (as defined in the NASW Code of Ethics and the Code of Conduct), whether in the classroom, in the field setting, or in their interactions with other students and faculty, they may be dismissed from the program. Such conduct is regarded as an academic expectation for the social work profession, regardless of classroom grades.

Programs

Bachelor's of Professional Accountancy/Master of Business Administration

Business Administration Joint Degree Program BPA/MBA

This five-year program is designed for students who wish to complete the educational requirements for the CPA examination. Graduates will simultaneously receive both the Bachelor's of Professional Accountancy and the MBA (Minor in Accounting) degrees upon completion of this 151-hour program, of which 33 hours constitutes the graduate component. The student is urged to consult the undergraduate catalog for the specific undergraduate and graduate course requirements for this degree program. The graduate minor in accounting will require 12 graduate semester hours of accounting. For additional information, please contact the Department of Accounting, Economics, and Finance.

Certification

Business Education Certificate

Required Courses

- EDUC 510 - Using Effective Instructional Technologies
- EDUC 511 - Managing the Instructional Environment
- EDUC 560 - Organizing and Implementing Work-Based Learning
- plus one approved elective

Marketing Education Certificate

Required Courses:

- EDUC 510 - Using Effective Instructional Technologies
- EDUC 511 - Managing the Instructional Environment
- EDUC 560 - Organizing and Implementing Work-Based Learning
- plus one approved elective

Master Reading Teacher Certificate

The requirements for this certificate may be met as part of the master's degree in Reading. Graduate reading courses specifically supporting Master Reading Teacher certification include RDG 520, RDG 521, and RDG 523. Interested students should consult a departmental adviser for more details.

Principal Certificate

The 36-hour program includes the 36 hours required for the master's degree program, including the same requirements for program admission, matriculation, sequence, and progression beyond 6-semester credit hours to include EdAd 615 based on the 3.75 grade point average. Further matriculation beyond these 6-semester credit hours depends on full admission to the program.

The Principal internship is a 3-hour block of instruction.

Students who have earned a master's degree from another institution, or in another major at the time they are admitted to the principal certificate program, may complete a 36-semester-hour program from Texas A&M University-Commerce to obtain their certificate.

All courses must be completed at A&M-Commerce in a satisfactory manner within 6 years of taking the TExES Principal Certification Exam. The certification program required courses are the same as those required for the master's degree.

Note: Qualified students seeking Probationary Principal or superintendent certification should contact the Department of Educational Leadership.

Requirements for Approval to take the Principal TExES

The Texas Examination Educator Standards (TExES) is required of all students seeking administrator certification. Senate Bill 50 requires that persons seeking educator certification in Texas perform satisfactorily on comprehensive examinations (Principal No. 68, Superintendent No. 64).

Students wishing to be approved for the Principal TExES must meet all requirements specified in the TExES registration bulletin. All principal certification students who are also pursuing a master's degree in educational administration must have an approved degree plan on file, successfully completed the department's comprehensive examination for the master's degree, be enrolled in the final semester of their certification program, and have completed the prerequisite coursework. Principal certification only students must have an approved certification plan on file and, be enrolled in the final semester of their certification program, and have completed the prerequisite coursework to receive approval to take the Principal TExES.

Timeline for Completion

Students must complete all requirements for the principal certificate during the 6 years immediately preceding the department's recommendation for certification. Students not completing the program in the 6-year time period may not be approved to take the Principal TExES and may be required to complete additional coursework or satisfy other requirements to receive such approval.

Renewal of Standard Principal Certificate and Assessment Process

Individuals who are issued the Standard Principal Certificate on or after September 1, 1999, are subject to Certificate Renewal and Continuing Professional Education requirements, which are elaborated in Title 19, Texas Administrative Code, Chapter 232. All individuals holding a valid Texas professional administrator certificate prior to September 1, 1999, and who are employed as principals or assistant principals must complete the assessment described in Title 19, Texas Administrative Code, 241.35.

Professional School Counselor Certificate

Students who do not already hold a master's degree in any field must complete the master's degree requirements to be recommended by Texas A&M University-Commerce to the State Board for Educator Certification for professional school counselor certification.

Students who already hold a master's degree who seek a recommendation from Texas A&M University-Commerce for professional school counselor certification and who are not seeking a master's degree from the Texas A&M University-Commerce counseling department must complete a deficiency plan and can initiate this process by consulting an adviser regarding the 43-hour deficiency plan requirements. In addition, the department requires passing scores on the Master's Comprehensive Examination, including the School Counseling specialty component, as specified in the Master's Degree section, even if the student is seeking certification only and not completing a degree within the department.

The State Board for Educator Certification also requires a passing score on the TExES (formerly the ExCET), and two years of classroom teaching experience. The department's master's comprehensive examination, including the school counseling specialty component, must be passed before the department will approve a student's application to take the TExES. Also the student must complete all coursework on the deficiency plan with the possible exceptions of Coun 551, 552, and 595 before the department will approve a student's application to take the TExES.

Reading Specialist Certificate

This certificate requires the core courses for a master's degree in reading, two professional development courses, two support area courses (linguistics and multicultural awareness), 3 years of teaching experience in an accredited school and a passing score on the TExES exam. Students who seek to qualify for this certificate must file a plan of study that meets certification requirements. This plan must be approved by an adviser in reading and should be filed as soon as possible after initiation of the program of study to ensure that the program planned meets the certification requirements. An overall grade point average of 3.25 in all certificate coursework is required. The requirements for this certificate may be met as part of the master's degree program of studies or in addition to it. Please consult a departmental adviser for details.

School Librarian Certificate

Required Courses

A passing score on the TExES exam, a Master's degree, and two years of classroom teaching experience. Interested students should consult the program adviser to determine order of courses, as well as prerequisites.

- LIS 550 - Practicum in a Library Media Center
- LIS 515 - Cataloging and Classification
- LIS 557 - Technology Integration for School Librarians
- LIS 597 - Special Topics
- ETEC 579 - Administration of Media Technology Programs

Secondary Alternative Certificate

Students may pursue certification in Secondary Teaching

Many of the courses required for this program may be applied toward a master's degree. Courses required for the secondary alternative certification program are:

- SED 514 - Management and Curriculum Development for Diverse Learners
- SED 515 - Effective Teaching in a Diverse Environment
- SED 516 - Educational Research for Effective Teaching

Additional course requirements

- And any teaching field requirements
- PSY 500 - Cognition, Learning, and Development
- RDG 515 - Reading and Learning in Content Areas
or
- SED 517 - Reading and Learning in Content Areas

For admission requirements visit the Center for Educator Certification at <http://web.tamu-commerce.edu/academics/colleges/educationHumanServices/educatorCertificationAcademicServices/default.aspx>.

Special Education Professional Certificate

1. General Requirements
 - a. Admission to the Graduate School
 - b. Admission to the Teacher Education Program
 - c. Two years teaching experience
2. Preparation Requirements for Educational Diagnostician
 - a. Research SPED 595 or SPED 518
 - b. Knowledge of Students with Disabilities SPED 520, SPED 524 or SPED 526; SPED 540
 - c. Knowledge of Psychoeducational and other Diagnostic Procedures
SPED 572 /PSY 572
SPED 573 /PSY 573
SPED 574 /Psy 574
PSY 635
 - d. Knowledge of Learning Theory SPED 553 and PSY 535 /SPED 535
 - e. Knowledge of Instructional Modification (Remediation, Techniques, and Materials)
SPED 580 and one from: SPED 580, SPED 584, SPED 586
 - f. Practicum PSY 691
 - g. Research PSY 605 /SPED 605

Special Education Standard Certificate

1. General Requirements
 - a. Admission to the Graduate School
 - b. Admission to the Teacher Education Program
2. Preparation requirements in the area of Generic Special Education: SPED 520, PSY 535/SPED 535, SPED 553, SPED 580, SPED 582 and SPED 584.
3. Preparation requirements in the area of Severely and Profoundly Handicapped:
 - a. Valid Teaching Certificate
 - b. SPED 520 and SPED 580 plus two years teaching experience with S/PH.
4. Preparation requirements as Supervisor of Special Education:
 - a. Hold a regular Professional Certificate
 - b. Hold a minimum of one provisional certificate in special education.

Note

The department reserves the right to suspend from the program any student who, in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

Superintendent Certificate

The Superintendent Certification Program requires an additional 15 semester hours of specific graduate work beyond the Principal's Certificate as follows:

1. 12 semester hours of graduate work in areas of competency such as finance of public education, the superintendency, human resource administration, and facilities planning and management. These courses may not be used to fulfill elective requirements for the master's degree or principal's certification except as approved by the department's procedures in advance.

2. Internship program. 3 semester hours (EdAd 611).

Timeline for Completion

The program is designed for students to progress through cohort groups and be completed within 3 calendar years after initial enrollment. Students not completing the program in this time period may not be approved to take the Superintendent TExES and may be required to complete additional coursework prior to receiving approval.

Requirements for Continuing Education and the Renewal of the Standard Superintendent Certificate

Individuals who are issued the Standard Superintendent Certificate on or after September 1, 1999, and are employed as a superintendent by a Texas public school district are subject to Certificate Renewal and Continuing Professional Education requirements which are elaborated in Title 19, Texas Administrative Code, Chapter 232.

Superintendent Certificate (15 semester hours)

- EDAD 611 - School District CEO Leadership: The Internship
- EDAD 628 - School District CEO Leadership: The Superintendency
- EDAD 620 - School District Instructional Leadership: Human Resources
- EDAD 627 - School District Organizational Leadership: Finance
- EDAD 651 - School District Organizational Leadership: Facilities

Technology Applications Certificate (8-12, and All-Level)

Required Courses

Interested students should consult an adviser at beginning of program to begin work on required program portfolio.

- A passing score on the TExES exam.
- prerequisites are ETEC 524, 561
- ETEC 525 - Web mastering for Education and Training
- ETEC 562 - Applying Instructional Media and Technology
- ETEC 581 - Digital Video and Audio Production and Applications for Instructional Settings
- ETEC 587 - Advanced Technology Applications

Trade and Industry Certificate

Required Courses

- EDUC 510 - Using Effective Instructional Technologies
- EDUC 511 - Managing the Instructional Environment

- EDUC 560 - Organizing and Implementing Work-Based Learning
- Plus one approved elective

Trades and Industry Certificate Pre-Employment Lab

Required Courses

- EDUC 510 - Using Effective Instructional Technologies
- EDUC 511 - Managing the Instructional Environment
- EDUC 525 - Human Relations in Global E-Learning
- EDUC 548 - Designing and Evaluating Curriculum
- EDUC 560 - Organizing and Implementing Work-Based Learning

Plus

- EDUC 523 - Internship

Graduate Certificate

Creative Writing Certificate

The Department of Literature and Languages offers four different certificates in Creative Writing. The different certificates are based on the genre of writing: Poetry, Fiction, Children's/Young Adult Fiction, and Creative Non-Fiction. Writing conventions and publication opportunities are based on genre categories, so our certificates reflect the professional distinctions.

Requirements to complete certificate program.

15 semester hours (four genres) No Substitutions.

Genres

Poetry: English 578, English 585, English 560, English 526, English 579

Fiction: English 578, English 585, English 560, English 540, English 519

Children's YA Fiction: English 578, English 585, English 560, English 505, English 508

Creative Non-Fiction: English 578, English 585, English 560, English 515, English 570

Note

Coursework must be completed at Texas A&M University-Commerce with a 3.0 GPA on all courses used for the certificate. *(No Substitutions)*

Criminal Justice Management Graduate Certificate

The Criminal Justice Management Certificate program includes 12 hours of graduate coursework for students who want to increase their knowledge and develop competencies in the areas of criminal causality, criminal law, police management and/or correctional settings. The program will assist students in developing management skills that will be applicable in criminal justice agencies or in a graduate program at the master's level.

These courses are offered in a special one weekend per month format that caters to the working professional. The certificate is achieved by completing any four graduate criminal justice courses from our department while maintaining a GPA of at least 3.0.

Interested students should contact the Graduate Advisor or Department Head in the Department of Sociology and Criminal Justice for additional information.

Criminal Justice Management

Twelve hours from the following list with a 3.0 grade point average.

- CJ 514 - Family Violence
- CJ 530 - Seminar in Criminology
- CJ 531 - Issues in Criminal Law and Courts
- CJ 568 - Seminar in Corrections
- CJ 597 - Special Topics

Note

All coursework must be taken from Texas A&M University-Commerce. *(No Substitutions)*

Entrepreneurial Skills for an Aging Population Certificate

The Entrepreneurial Skills for an Aging Population Certificate program requires admission to the Graduate School and includes 12 semester hours of graduate coursework.

Entrepreneurial Skills for an Aging Population

Twelve semester hours from the following list with a 3.0 grade point average.

- MGT 581 - Entrepreneurship
- MGT 585 - Management Skills Development
- PSY 593 - Health Psychology
- PSY 598 - Psychology of Gerontology

Note

All coursework must be taken from Texas A&M University-Commerce. (*No Substitutions*)

Environmental Sciences Graduate Certificate

The Graduate Certificate in Environmental Science is an academic certificate (rather than a professional certificate) that affirms completion of a thirteen-semester-hour program of graduate-level courses in environmental science at Texas A&M University-Commerce. The certification program is a means by which an environmental professional can fill in certain knowledge gaps not covered by previous education or experiences. All of the courses are fully on-line and include (1) Phase 1 Environmental Site Assessment, (2) Environmental Law, regulation, and ethics, (3) Hydrology, (4) Renewable Energy Resources, and (5) Environmental Remediation

13 semester hours from the following.

- ENVS 502 - Phase I Environmental Site Assessment
- ENVS 503 - Environmental Law, Regulation, and Ethics
- ENVS 505 - Hydrology
- ENVS 506 - Renewable Energy Resources
- ENVS 508 - Environmental Remediation

Note

Coursework must be completed at Texas A&M University-Commerce with a 3.0 GPA on all courses used for the certificate. (*No Substitutions*)

Family Partnership & Advocacy Certificate

The Family Partnership & Advocacy Certificate program requires admission to the Graduate School and includes 12 semester hours of graduate coursework.

Family Partnership & Advocacy

Twelve semester hours from the following list with a 3.0 grade point average

- ECE 575 - Advocacy, Family, & Community Collaboration
- ECE 561 - Foundations in Early Childhood Education
- ECE 675 - Parent Partnerships and Family Literacy
- ECE 597 - Special Topic: Early Childhood Education

Note

All coursework must be taken from Texas A&M University-Commerce. (*No Substitutions*)

Gerontology and Positive Aging Certificate

The Gerontology and Positive Aging Certificate program requires admission to the Graduate School and includes 15 semester hours of graduate coursework.

Gerontology and Positive Aging

Twelve semester hours from the following list with a 3.0 grade point average.

- PSY 545 - Developmental Psychology
- PSY 593 - Health Psychology
- PSY 594 - Ethical Issues in Organizations
- PSY 598 - Psychology of Gerontology

Required Support Course (3 semester hours)

One from the following:

- PSY 503 - Abnormal Psychology and Developmental Psychopathology
- PSY 527 - Social and Cultural Bases of Behavior
- HHPK 534 - Exercise in Health and Disease
- SWK 597 - Special Topics

Note

All coursework must be taken from Texas A&M University-Commerce. (*No Substitutions*)

Doctor of Education

Educational Administration EdD

Application packets are generally reviewed once a year in October for admission for the following spring or summer semesters.

Students admitted to the doctoral program begin with classes as a cohort group in the semester following admission and are required to progress as a cohort group through a sequence of doctoral-only core courses and research tools courses. The cohort program is designed to provide students with the opportunity to progress through the program in a logical and sequential manner with a group of colleagues pursuing similar professional goals. Admitted students may enroll in minor, elective, or certification courses prior to the semester in which their cohort is scheduled to begin. Students may choose either a 60-semester-hour post-master's degree plan or a 90-semester-hour post-bachelor's degree plan. These semester-hour requirements are typically over and above the research tool courses. For either degree plan, a minimum of 36 semester hours must be completed in the major field, 24 of which must be taken in prescribed doctoral-student-only courses not available to master's and certification programs.

For the 90-semester-hour post-bachelor's degree plan, students fulfill the requirement for a minor or minors by taking a minimum of 30 semester hours under one of the following three plans.

1. A comprehensive minor with all course work in one academic minor;
2. A split minor in two academic areas with either a 6-4 or 5-5 course format; or
3. An interdisciplinary studies minor in three academic areas with a 4-3-3 course format.

For each of these options, committee members from each of the academic areas will determine courses to be taken and will be involved in the written and oral qualifying examinations, the dissertation, and the dissertation defense.

For the interdisciplinary minor, a minimum of 18 semester hours are selected from the interdisciplinary and educational foundations areas of sociology, economics, psychology, philosophy of education, history of education, comparative education, supervision, curriculum and instruction, and research tools.

For the 60-semester-hour post-master's degree plan, students must complete 12 semester hours of electives, at least 9 semester hours of which must be taken outside the Department of Educational Leadership. Other requirements are as follows:

1. **Research proficiency.** The candidate must meet Graduate School research tools requirements for the Doctorate of Education degree (see Office of Graduate Studies and Research for more information).
2. **Residency.** The doctoral residency requirement is designed to promote meaningful and continuous study in the field of scholarship, to provide for a diversity of experiences supporting intellectual growth, and to promote regular interaction between students and faculty members. This residency begins in the semester in which the student enters the doctoral program. Students in educational administration at Texas A&M University-Commerce complete 3 consecutive semesters of continuous enrollment of at least 6 semester hours in required doctoral-only coursework (including research tools). Students also confer with the doctoral adviser to develop a personal residency plan identifying activities to be completed during these three semesters in each of the following 5 strands: research, professional development, service, cultural activities, and faculty interaction.
3. **Doctoral residence seminar.** All candidates are required to complete EDAD 699 — Resident Doctoral Seminar.
4. **Dissertation.** A dissertation of at least 12 semester hours must be completed to the satisfaction of the major department.

Supervision, Curriculum, and Instruction — Elementary Education EdD

Doctoral Coursework

Candidates for the degree must complete the Supervision, Curriculum, and Instruction Core (27 semester hours), a support area (12 - 18 semester hours), and the dissertation (12 semester hours) for a total minimum of 57 semester hours excluding university research tool courses. Students without a master's degree or with a master's degree not appropriate to the selected area must complete an additional 15 semester hours of studies in a cognate area and 15 semester hours of approved electives, raising the total minimum to 90 semester hours, excluding the university research tool courses.

In addition, the candidate must demonstrate proficiency in the use of research tools to the satisfaction of the major department. The candidate also must complete a doctoral residency; detailed information on satisfying this requirement is given at the end of this section.

Written comprehensive or qualifying examinations as well as oral examinations will be conducted in the major area of studies (SCI core requirements), the support area and, when applicable, in the cognate and elective areas. A minimum of 12 semester hours of Doctoral Dissertation (718) is required.

Here are the specific course requirements.

Supervision, Curriculum and Instruction Courses (30 semester hours)

- EDCI 651 - Curricula and Instructional Design
- EDCI 652 - Research on the Learner
- EDCI 655 - Assessment of Learning and the Learner
- EDCI 657 - Content Area Literacy
- EDCI 658 - Process Writing in the Elementary School
- EDCI 659 - Professional Writing
- EDCI 690 - Seminar in Education (6 semester hours)
- EDCI 691 - Mind, Brain, and Education
- EDCI 698 - Advanced Research Design

Area of Emphasis (12-18 semester hours)

The following areas of emphasis are those most frequently requested.

Courses for the student's area of emphasis must be approved by the students Supervision, Curriculum & Instruction- Elementary Education adviser.

Approved area of emphasis graduate courses must be sufficient to meet the 90 semester credit hour minimum program in the doctoral degree. These graduate courses should be concentrated within a particular discipline or program area.

Reading and Literacy

(18 semester hours)

- RDG 640 - Seminar in Research
- RDG 650 - Child, Young Adult, & Multicult Lit: History, Pedagogy, and Technology
- RDG 667 - The Reading Process: Theories and Implications
- RDG 690 - Seminar in Reading Education (6 semester hours) Topics Vary
- RDG 692 - Learning to Read: From Research to Best Practice

Early Childhood

(18 semester hours)

- ECE 634 - History and Philosophy of Early Childhood Education
- ECE 648 - Leadership in Early Childhood Education
- ECE 659 - Trends and Issues in Early Childhood Education
- ECE 663 - Seminar in Research in Early Childhood Education
- ECE 675 - Parent Partnerships and Family Literacy
- ECE 682 - Assessment in Early Childhood Education
Or ECE masters level courses as approved by adviser.

Bilingual Education

18(semester hours)

- BLED 501 - Theoretical Foundations of Bilingual/ESL (English as a Second Language) Education
- BLED 502 - Social and Academic Language Development for Bilingual Learners
- BLED 503 - Bilingual Content Instruction
- BLED 512 - Social and Academic Language Development in English for Bilingual Learners
- BLED 513 - Advanced Sheltered Content Area Instruction
- ENG 557 - Teaching English as a Second Language

Mathematics

(15 semester hours)

- MATH 537 - Theory of Numbers
- MATH 560 - Euclidean and nonEuclidean geometry for teachers
- MATH 571 - Higher Order Approximations for Teachers
- MATH 573 - Calculus of Real and Complex Functions for Teachers
- MATH 580 - Topics from the History of Mathematics

Cognate and Elective Area (30 semester hours)

Masters degree may be approved to satisfy Cognitive and Elective area. If a Master's degree is not approved to meet this requirement, a minimum of 30 semester hours of additional graduate coursework in an approved area is required to meet the 90 semester credit hour minimum.

Dissertation (12 semester hours)

- EDCI 718 - Doctoral Dissertation

University Research Tools (12 semester hours)

Tool 1 (3 semester hours)

- EDCI 695 - Research Methods

Tool 2 (3 semester hours)

- EDCI 699 - Statistics: Content, Process, Application

Tool 3 (3 semester hours)

- EDCI 696 - Application of Research Methods

Tool 4 (3 semester hours)

- EDCI 687 - Sociocultural Inquiry in Curriculum and Instruction

Supervision, Curriculum, and Instruction — Higher Education EdD

For the Doctor of Education degree in Supervision, Curriculum, and Instruction—Higher Education (SCIH), the student may select one of two options: 60-semester-hour program or a 90-semester-hour program.

The 60-semester-hour program is designed specifically for persons who already have a master's degree. Building upon the master's degree, the program requires a major field of 36 semester hours (not including the dissertation), plus 12 semester hours of research tools and 12 semester hours of electives. The 90-semester-hour program requires everything from the 60-semester-hour program plus a minor—10 courses from outside the major—which can be comprehensive or split. A comprehensive minor requires that all 10 courses come from 1 field, whereas a split minor (6-4 or 5-5) requires courses from 2. An interdisciplinary minor (4-3-3) is also possible.

Doctoral advisement committees include (minimally) 2 individuals from the Major—one of whom will serve as major advisor and one from each of the minor areas. These individuals help determine the courses to be taken and are involved in evaluating written and oral qualifying examinations, the dissertation proposal, and the dissertation.

The research tools for both options are proficiency in educational statistics and in quantitative and qualitative research methodology. Students must also be proficient in the use of technology as some coursework throughout the doctoral program is delivered on the Internet.

Residency

Each student is required to complete residency after admission to the doctoral program. Residency provides students with opportunities to work with other doctoral students and faculty as colleagues in projects that provide experience and training toward independent application of skills commensurate with holders of doctoral degrees.

The student will plan the residency activities with the approval of the major adviser.

Doctor of Philosophy

Counseling PhD

Course Requirements

Doctoral students must have met the equivalent of the 48-hour CACREP master's program requirements, plus complete approximately 69 hours of additional coursework, as outlined below.

1. Master's Degree—A minimum of 48 semester hours, equal/equivalent to a CACREP-accredited master's degree, must be completed prior to finishing the doctorate.
2. Doctoral Field Experience—9 semester hours of class, which includes a combination of supervised clinical training, teaching, and clinical supervision.
3. Core Doctoral Courses—18 semester hours of required doctoral counseling courses, including Coun 650.
4. Cognate Area—9 semester hours from one of several department-approved content areas.
5. Elective Cluster—9 semester hours selected with adviser to build competencies in an area that meets the student's professional needs.
6. Research Tools—15 semester hours in research methodology and statistics (or documented proficiency) from the University-approved Research Tools options. One of the research tools courses must be a qualitative research course.
7. Dissertation—9 to 12 semester hours. In addition to the courses above, all general catalog requirements for the degree must be met.

Residency

Doctoral student residency in the A&M-Commerce Department of Counseling serves three purposes. First, it is designed to encourage collegial relationships between students and faculty. Second, it introduces students to typical professional expectations they will encounter as they progress through their careers. Finally, activities within the residency enhance student learning by supplementing the academic and experiential components of the program.

To fulfill the residency requirements in the Department of Counseling, doctoral students must complete the following activities.

1. Attend a minimum of six doctoral seminars.
2. Assist faculty members on two different projects intended to ultimately lead to either manuscripts submitted for publication in peer-reviewed journals or presentation proposals submitted for peer-reviewed program consideration at state, regional, or national conferences. Students must collaborate with at least two different faculty members.
3. Engage in a minimum of two departmental activities. Suggested activities include proctoring master's comprehensive examinations, assisting with Murphy Day, assisting with the fall school counselor conference, assisting with the Truax celebration, assisting in the preparation of the departmental newsletter, maintaining the departmental bulletin board, maintaining the departmental job board, etc.
4. Actively engage in professional service. Two components comprise this requirement:
 - a. Holding elected or appointed office in a local (e.g., Chi Sigma Iota, Doctoral student Association, Branch of the Texas Counseling Association), state (e.g., Texas Counseling Association or its divisions), regional (e.g., Southern Region of the American Counseling association), or national (e.g., American Counseling association or its divisions, American College Personnel Association), professional organization or by chairing or serving as a member of a committee of one of these organizations.
 - b. Serving on a university, college, or departmental committee or task force (e.g., Master's Admissions Committee, Departmental Human Subjects Protection Committee, University Library Committee).
5. Completing 24 semester hours at Texas A&M University-Commerce toward the degree.

There is no specified time limit for completing residency. Full-time students may complete residency in one year while part-time students may take two or more years to complete all residency requirements.

Note:

The department reserves the right to suspend from the program any student who, in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field. A copy of the department's Retention/Dismissal Procedure may be obtained from the departmental office.

Educational Psychology PhD

Before being admitted to the doctoral program, the prospective student must first meet the general requirements for admission to the Graduate School. Applicants to the doctoral program must hold at least a bachelor's degree.

In all cases, admission to graduate degree programs in psychology is competitive, since available facilities and faculty do not permit admission of all qualified applicants. Application packets are reviewed twice a year, in May and December. The components of an application to the doctoral program are as follows:

1. Graduate Record Examination. Applicants must submit scores for the quantitative, verbal, and analytical/written sections of the GRE.
2. Transcript(s) showing academic prerequisites.
 - Applicants holding the master's degree must have an overall grade point average of at least 3.50 on graduate work, exclusive of practicum and thesis grades.
 - For students applying with a completed non-thesis master's degree, completion of the thesis will be required prior to admission to doctoral candidacy.
3. Recommendations/references. The doctoral applicant is required to submit four satisfactory recommendations on forms provided by the Graduate School, including one from the last employer, if it was a professional experience, and one from the last institution attend. Two must hold doctorates.
4. Statement of goals. All prospective students must submit a brief statement to the graduate admissions committee stating their goals in psychology and how the Department of Psychology and Special Education at Texas A&M University-Commerce can help them attain those goals.

The department reserves the right to deny entrance to an applicant who, in the judgment of a duly constituted departmental committee, appears unlikely to succeed professionally, or whose goals are inconsistent with the orientation of the degree program, regardless of any other qualifications.

English PhD

The PhD in English requires 90 semester hours beyond the bachelor's degree or 60 semester hours beyond the master's, including 36 hours of core coursework, 9-12 hours in an area of specialization, 3-6 hours in electives, and a 9-hour dissertation. A student with master's degree work may petition the Director of Graduate Studies and the Head of the Department of Literature and Languages to use relevant master's level course work to satisfy some distribution requirements.

Summary of Course Requirements for a Doctoral Degree in English

Doctoral distribution requirements beyond the Master's degree:

Pedagogical and Professional Core

Bibliography and Research

English ENG 599

3 sh

Teaching Seminars	English ENG 571 /ENG 677	6 sh
Professionalization Seminars	English ENG 675 /ENG 615	6 sh

Either Literary Theory	English ENG 520	
and Teaching Literature in College	English ENG 775	6 sh

OR

Multi-Cultural Literature and Language	English ENG 503	
and Approaches to the Teaching of Writing	English ENG 776	6 sh

Total 21 sh

Area 1: Written Discourse Theory and Practice 6 sh

(One course in composition, one course in linguistics)

Area 2: Critical Literacy 9 sh

(One course in each: British, American, World Literature)

Total: Written Discourse (Area 1) + Critical Literacy (Area 2) Total 15 sh

Core Total 36 sh

Additional hours in specialization 9-12 sh

Students focusing on Written Discourse: Theory and Practice will need 12 additional hours in the specialization, for a total of 18 hours of courses in Written Discourse. Those in Critical Literacy will need an additional 9 hours, for a total of 18 hours in Critical Literacy courses.

Electives 3-6 sh

Students who submit master's course work in English to satisfy some of the above requirements and those who do not have a master's degree in English will need to take additional electives, in consultation with a faculty adviser, the Director of Graduate Studies, and the head of the department.

Dissertation 9 sh

Foreign Language

- a. 12 sh of appropriate undergraduate-level classes, or
- b. 6 sh of graduate-level French for Reading, or
- c. Dept. FLPE

Please note that the Departmental Foreign Language Proficiency Exam (FLPE) will be the final exam for the second course in the French for Reading sequence.

Residency Requirements for the PhD

Generally, the PhD in English is sought by those who wish to teach English on the college level; therefore, we require that you have teaching experience before you complete your degree. You may fulfill this requirement as a teaching assistant in our program for at least one academic year, or you may substitute teaching in another setting (such as at a community college, high school, or other academic institution) by making the request to the department in writing as part of your application to the program. If you cannot serve as a teaching assistant and have no teaching experience, you must consult with and make special application to the Director of Graduate English Studies to be considered for the doctoral program.

Residency Requirements

You must complete a residency. The purpose of the residency is to provide you with access to faculty mentoring and instruction. You may satisfy residency requirements in two ways:

- I. You must teach as a teaching assistant for at least one academic year (carrying at least the minimum course load to maintain the assistantship) and must successfully complete Eng 675. As a teaching assistant, you will be mentored and observed in both the Writing Center and in your classroom. In addition you will be expected to observe others as they tutor and teach. You will be expected to participate in the annual conference English Graduates for Academic Development as well as encouraged to submit and present papers for presentation in regional and national conferences. You will be expected to attend meetings of Junto (the graduate student organization for professional development), held once a month during regular semesters. You will be expected to be advised and to maintain contact with the Graduate Director of English Studies periodically to make sure you are on track to complete your degree.

Or

- II. Without the one-year teaching assistantship and 675, you are required to take no fewer than four classes each academic year for two years, and you must do so by enrolling in both the fall and spring semesters as well as at least one summer session. At least one of those courses must focus on pedagogy.

In addition, if you do not serve as a teaching assistant, you must maintain a portfolio of “residency activities” that contribute to professional development in your area of focus for each academic year prior to the completion of the comprehensive exam. The portfolio should document that development; in particular, the portfolio should be prefaced by a brief (2-3 pages) reflective analysis of the activities for that year.

Examples include:

- Conferences and workshops (attendance, participation, organization, etc.)
- Lectures and presentations
- Professional development activities
- Departmental academic advisement
- Development of multimedia resources
- Participation in student organizations (e.g. Junto, Doctoral Students Association, EGAD, etc.)
- Interaction with scholars via the Internet, email, etc.

The faculty will evaluate your portfolio as part of your annual review of academic progress. If professional development activities are judged inadequate, you will be informed within two weeks of the evaluation and asked to meet with the Director of Graduate English Studies to make a plan to enhance the portfolio to meet the faculty's requests.

Examinations

In addition to the coursework, foreign language, and residence requirements, doctoral students must take a qualifying examination. An examination, consisting of both written and oral portions, is required at or near the completion of course work and before officially beginning work on the dissertation. Consult the Director of English Graduate Studies for details about timing and structure of the PhD examination.

Dissertation

Requirements for the dissertation are as follows:

- a. Student writes a dissertation in the area of concentration under the direction of an adviser and two other committee members from the department, plus one member from another department.
- b. The dissertation process requires a written proposal and oral defense of the proposal before the committee. The proposal defense is open to the university community.
- c. The dissertation requires a final oral defense after completion. The oral defense is open to the university community.

Additional details regarding qualifying exams and the doctoral dissertation

Endorsement

Bilingual Education and All-Level English as a Second Language Endorsement

For teachers who hold or qualify for the Provisional or Standard Teaching Certificate, the Department of Curriculum and Instruction offers endorsement programs in Bilingual Education and English as a Second Language. Students who complete the Bilingual Education program of studies should (1) possess the competencies necessary to teach, both in English and in Spanish, students in prekindergarten and elementary grades whose dominant language is Spanish and (2) meet the qualifications required by the State of Texas for appointment to such positions. Those who complete the English as a Second Language (ESL) program of study should (1) possess the competencies necessary to teach English to students in prekindergarten through grade 12 whose dominant language is other than English and (2) meet the qualifications required by the State of Texas for appointment to such positions.

Gifted and Talented Endorsement

The following courses are required for the Talented and Gifted Endorsement: SEd 506, SEd 507, SEd 508, and SEd 509. These courses can be counted toward a master's degree in Secondary Education.

License

Credential Program for School Psychologists

Students may complete coursework as a step toward obtaining a credential in school psychology. This is structured as a master's degree in psychology, which includes coursework in the following areas: psychological foundations, educational foundations, assessment, interventions (direct and indirect), statistics and research design, professional school psychology, practica, and internship. Individuals may use this program as a step to obtain a Texas license as a Licensed Specialist in School Psychology and national certification as a School Psychologist. Those interested in this program should contact the school psychology coordinator for further information.

Professional Counselor Licensure (LPC)

Students seeking to be recommended to the Texas State Board of Examiners of Professional Counselors who do not already hold a master's degree must complete the master's degree requirements. To meet LPC requirements, courses must include PSY 503; one course selected from COUN 513, COUN 564, or COUN 611. In the School Counseling option, one of these LPC-required courses must be taken as the elective, and the other must be taken as an additional course. In the Community Counseling option, these LPC-required courses are required in the core, and one additional elective selected with adviser approval. In addition, Texas requires a passing score on the state licensure examination and the additional hours of state approved supervised experience prior to licensure.

Psychological Associate Licensure

Licensure as a psychological associate by the Texas State Board of Examiners of Psychologists requires a minimum of 27 semester hours of appropriate psychology courses, 9 semester hours of practicum and a total of 54 semester hours of graduate work in the degree program. Contact the applied psychology adviser for further information. The applied master's program is accredited by the Masters in Psychology accreditation Council (MPAC), formerly the Interorganizational Board for Accreditation of Master's in Psychology Program (IBAMPP).

Master of Arts

Art MA

The Master of Arts in Studio Arts requires at least 30 semester hours.

Studio Art

Required Courses

12 semester hours from the following

(Courses are Repeatable)

- ARTS 525 - Special Problems: Studio Emphasis
- ARTS 524 - Studio Problems: Second Area
- ARTS 526 - Advanced Problems: Studio Emphasis

Thesis

- ARTS 518 - Thesis (6 semester hours)

Required Support Courses (12 semester hours)

Art Design/History

- ART 503 - Graduate Seminar (6 semester hours)

Plus

Six Units any Graduate Level Art History

English MA/MS

Students seeking a master's degree in English may choose either a 30-semester hour program that includes a thesis (English 518 counting for 6 hours) or a 36-hour program that includes an independent research project (English 595 counting for 3 hours). Both programs of study lead to an MA degree for students who demonstrate foreign language proficiency or to an MS degree for students without a foreign language.

All master's students should consult with the Director of English Graduate Studies about which program would be most relevant to their future plans. Most coursework for both 30 and 36-hour programs is elective, but students will want to select courses that reflect their interests and future needs and that will prepare them to write a final project (English 595 paper or English 518 thesis). Final projects may be written on literature, composition, linguistics, children's literature, or some combination thereof. With agreement of the student's committee, the project also may focus on creative writing by the student.

Summary of Requirements for a Master's Degree in English

Program	Thesis Option	Non-Thesis Option
Course Work (Major Dept.)	30 sh, at least 18 sh in English, including ENG 599	36 sh, at least 24 sh in English
Minor	12 of the 30 sh may be outside of English	12 of the 36 sh may be outside of English
Final project	6 sh of ENG 518 Thesis (included in total 30 sh)	3 sh of ENG 595 Paper (included in total 36 sh)

Examinations	Written and oral proposal of Thesis and final defense	Written and oral proposal of ENG 595 p
Foreign Language*	a. 12 sh of appropriate undergraduate-level classes, or b. 6 sh of graduate-level French for Reading, or c. Dept. FLPE	a. 12 sh of appropriate undergraduate-le b. 6 sh of graduate-level French for Rea c. Dept. FLPE

*Students who do not satisfy the foreign language requirement will receive an MS degree rather than an MA

Please note that the Departmental Foreign Language Proficiency Exam (FLPE) will be the final exam for the second course in the French for Reading sequence.

**Course required for all Graduate Teaching Assistants: ENG 675 Colloquium: Teaching College Reading and Writing can be used toward Master's degree in English.

Reading MA

(36 semester hours)

Required Reading Courses (18 semester hours)

- RDG 520 - Literacy and Instruction I
- RDG 521 - Literacy and Instruction II
- RDG 523 - Promoting Literacy Through Language Acquisition and Development
- RDG 528 - Integrating Writing in the Literacy Program
- RDG 540 - Prescriptive Reading in Content Area Classroom
- RDG 562 - Critical Issues in Literacy Education

EDCI 595 (3 semester hours)

- EDCI 595 - Research Literature and Techniques

Support Courses (15 semester hours)

The remaining 15 semester hours must be approved by the Department of Curriculum and Instruction.

Spanish MA

Summary of Requirements for a Master's Degree in Spanish

Requirement	MA (Thesis)	MA (Non-Thesis)
Total Course Work (Major Dept.)	30 sh including SPA 503, FLL 511, plus 3 courses in Peninsular literature and 3 courses in Latin American literature.	36 sh including SPA 503, FLL 511, plus 3 courses in Peninsular literature and 3 courses in Latin American literature.
Major Dept.	At least 18 sh in major department	At least 24 sh in major department
Foreign Language: Reading competency of a second foreign language	a. 12 sh of appropriate undergraduate- level classes, or b. 6 sh of graduate-level French for Reading, or c. Dept. FLPE	a. 12 sh of appropriate undergraduate- level classes, or b. 6 sh of graduate-level French for Reading, or c. Dept. FLPE
Examinations	Final Comprehensive Exam	Final Comprehensive Exam
Thesis	6 sh	SPA 595

Please note that the Departmental Foreign Language Proficiency Exam (FLPE) will be the final exam for the second course in the French for Reading sequence.

Theatre MA

Theatre General Requirements

Students completing degrees in any one of the three programs must take the following four-course series.

History and Theory

2 courses from

- THE 511 - Dramatic Theory
- THE 542 - Development of Modern Theatre
- THE 543 - Development of American Theatre

Management and Technical Theatre

1 course from

- THE 512 - Theatre Management
- THE 545 - Stage Lighting
- THE 550 - Theatrical Design

Directing and Playwriting

1 course from

- THE 541 - Seminar in Stage Direction
- THE 544 - Playwriting

In addition to the general theatre requirements listed above, students must complete the following:

Plus 2 courses from:

- (electives in theatre, which may include courses from the general requirements or additional theatre course offerings.)

Plus 2 courses from:

- THE 518 - Thesis

Plus 2 courses from:

- General electives in theatre, or with the approval of the graduate theatre adviser, outside the program.

Master of Arts/Master of Science

History MA/MS

The student beginning a program of study toward the master's degree in history should consult with the History Department graduate advisor at the beginning of his or her first semester of study toward the degree.

Master of Arts and Master of Science in History (Option I)

The student completing either a Master of Arts or a Master of Science Option I program takes 30 semester hours and must take at least 9 of 10 required courses in the Department of History. These 9 courses include 6 hours of thesis. The candidate takes one graduate course outside history as an elective, although with special approval from the head of the department this may be in history as well.

Ten-course program to be completed:

1. Historiography and Methodology (3 hours)

- HIST 590 - Historiography and Historical Theory

2. Choose three courses from:

- HIST 521 - Colloquium in Latin American History
- HIST 542 - Colloquium in Medieval European History
- HIST 543 - Colloquium in Early Modern European History
- HIST 544 - Colloquium in Modern European History
- HIST 551 - Colloquium in Colonial North American History
- HIST 552 - Colloquium in Revolutionary American History
- HIST 553 - Colloquium in U.S. History, 1850-1920
- HIST 554 - Colloquium in U.S. History from 1920

3. Choose three courses from:

- HIST 520 - Topics in World/Comparative History
- HIST 540 - Seminar in European History
- HIST 550 - Seminar in American History
- HIST 555 - Seminar in History for Middle and High School Education
- HIST 597 - Special Topics (may be repeated as topics change)

4. Thesis (6 hours)

- HIST 518 - Thesis

5. Choose 1 additional graduate course outside of History.

Master of Arts and Master of Science in History (Option II)

A student completing a Master of Arts or a Master of Science Option II program is required to complete 36 semester hours and to take at least 10 of the 12 required courses in the Department of History and the remaining 2 outside of History.

Twelve-course program to be completed:

1. Historiography and Methodology (3 hours)

- HIST 590 - Historiography and Historical Theory

2. Choose four courses from:

- HIST 521 - Colloquium in Latin American History
- HIST 542 - Colloquium in Medieval European History
- HIST 543 - Colloquium in Early Modern European History
- HIST 544 - Colloquium in Modern European History
- HIST 551 - Colloquium in Colonial North American History
- HIST 552 - Colloquium in Revolutionary American History
- HIST 553 - Colloquium in U.S. History, 1850-1920
- HIST 554 - Colloquium in U.S. History from 1920

3. Choose three courses from:

- HIST 520 - Topics in World/Comparative History
- HIST 540 - Seminar in European History
- HIST 550 - Seminar in American History
- HIST 555 - Seminar in History for Middle and High School Education
- HIST 597 - Special Topics (may be repeated as topics change)

4. Choose 1 elective within History:

5. Research Literature and Techniques (3 hours)

- HIST 595 - Research Literature and Techniques

Master of Science in History (Political Science Track)

Twelve-course program to be completed:

1. Required Courses (6 semester hours)

- HIST 590 - Historiography and Historical Theory
- HIST 595 - Research Literature and Techniques

2. Twelve semester hours of graduate level History courses

3. Eighteen semester hours of graduate level Political Science courses

Mathematics MA/MS

Option I

Option I of the MA and the MS in Mathematics requires 10 courses and a thesis as follows:

1. At least 4 courses including one sequence from: (12 semester hours)

- MATH 501 - Mathematical Statistics
- MATH 502 - Mathematical Statistics
- MATH 511 - Advanced Calculus
- MATH 512 - Advanced Calculus
- MATH 538 - Functions of a Complex Variable
- MATH 539 - Functions of a Complex Variable
- MATH 543 - Abstract Algebra
- MATH 544 - Abstract Algebra

2. At most 4 courses from: (12 semester hours)

- MATH 515 - Dynamical Systems
- MATH 517 - Calculus of Finite Differences
- MATH 531 - Introduction to Theory of Matrices
- MATH 536 - Cryptography
- MATH 537 - Theory of Numbers
- MATH 561 - Statistical Computing and Design of Experiments
- MATH 571 - Higher Order Approximations for Teachers
- MATH 572 - Modern Applications of Mathematics for Teachers
- MATH 573 - Calculus of Real and Complex Functions for Teachers
- MATH 597 - Special Topics
- MATH 580 - Topics from the History of Mathematics

3. Thesis (6 semester hours)

- THE 518 - Thesis

Option II

Option II of the MA and the MS in mathematics requires 12 courses as follows:

1. At least 8 courses in mathematics, including 595, with a minimum of 4 courses, including at least one sequence from:

- MATH 595 - Research Literature and Techniques
- MATH 501 - Mathematical Statistics
- MATH 502 - Mathematical Statistics
- MATH 511 - Advanced Calculus
- MATH 512 - Advanced Calculus
- MATH 538 - Functions of a Complex Variable
- MATH 539 - Functions of a Complex Variable
- MATH 543 - Abstract Algebra
- MATH 544 - Abstract Algebra

2. Four electives

The remaining 4 graduate electives may be selected in math from those courses not used in the core, or from courses outside of mathematics with the approval of the mathematics department.

3. Math 529

Math 529 may not be used.

Political Science MA/MS

Master of Arts and Master of Science in Political Science (Option I)- Thesis

Ten course program to be completed (30sh)

1. Choose one course from Political Science (3 semester hours)

- PSCI 502 - Research, Concepts and Approaches in Political Science
- PSCI 512 - Qualitative Research Methods

2. Choose two courses from IR/Comparative (6 semester hours)

- PSCI 503 - Proseminar in Comparative Politics
- PSCI 504 - Area Studies in Comparative Politics
- PSCI 505 - Topics in Comparative Politics
- PSCI 506 - Proseminar in International Relations
- PSCI 507 - Selected Topics in International Relations
- PSCI 508 - Foreign Policy
- PSCI 597 - Special Topics

3. Choose two courses from American (6 semester hours)

- PSCI 509 - Proseminar in American Government and Politics
- PSCI 510 - Seminar in American Political Behavior
- PSCI 511 - Seminar in American Political Institutions
- PSCI 597 - Special Topics

4. Choose two courses from Political Theory & Methodology (6 semester hours)

- PSCI 512 - Qualitative Research Methods
- PSCI 513 - Proseminar in Political Theory
- PSCI 597 - Special Topics

5. Choose one course outside Political Science (3 semester hours)

6. Thesis (6 semester hours)

- PSCI 518 - Thesis

Master of Arts and Master of Science in Political Science (Option II)- Non-Thesis

Twelve course program to be completed (36sh)

1. Choose one course from Political Science (3 semester hours)

- PSCI 502 - Research, Concepts and Approaches in Political Science
- PSCI 512 - Qualitative Research Methods

2. Research Literature & Techniques

- PSCI 595 - Research Project

3. Choose two courses from IR/Comparative (6 semester hours)

- PSCI 503 - Proseminar in Comparative Politics
- PSCI 504 - Area Studies in Comparative Politics
- PSCI 505 - Topics in Comparative Politics
- PSCI 506 - Proseminar in International Relations
- PSCI 507 - Selected Topics in International Relations
- PSCI 508 - Foreign Policy
- PSCI 597 - Special Topics

4. Choose two courses from American (6 semester hours)

- PSCI 509 - Proseminar in American Government and Politics
- PSCI 510 - Seminar in American Political Behavior

- PSCI 511 - Seminar in American Political Institutions
- PSCI 597 - Special Topics

5. Choose two courses from Political Theory & Methodology (6 semester hours)

- PSCI 512 - Qualitative Research Methods
- PSCI 513 - Proseminar in Political Theory
- PSCI 597 - Special Topics

6. Choose two electives in Political Science (6 semester hours)

7. Choose two electives outside the Political Science Department (6 semester hours)

Psychology MA/MS

In addition to meeting the general university requirements for admission to the Graduate School, applicants to the master's degree programs in Psychology must:

1. Have a grade point average of at least "B" (3.00) in the bachelor's degree program and/or B+ (3.50) in completed graduate course.
2. Submit scores for the quantitative, verbal, and analytical/writing sections of the GRE.
3. Submit three letters of recommendation.
4. Submit a brief essay including a biographical statement, statement of training and experience working with diverse populations, research experience and interest, how program will meet training interests and goals, and professional goals and aspirations for the future.

Master of Art/Master of Science/Master of Education

Special Education MA/MS/MEd

Degree Requirements

For the master's degree programs in Special Education, both thesis and nonthesis options are available. The following are examples of typical tracks:

Master of Education and Master of Science in Special Education

(with standard generic certification)

Required special education course

- SPED 595 - Research Literature and Techniques

Core courses

- SPED 520 - Introduction to Exceptional Children
- SPED 553 - Cognition, Learning and Development
- SPED 580 - Adaptive Behavior in Exceptional Children
- PSY 535 - Applied Behavior Analysis
or
- SPED 535 - Applied Behavior Analysis

Methods

- SPED 583 - Content Area Instruction for Students with Mild Disabilities

Plus 1 SPED course (3 semester hours)

Research

- PSY 605 - Single Subject Designs
or
- SPED 605 - Single Subject Designs

Electives

- Two from psychology/special education courses.
- Two electives from outside the major.

Master of Education and Master of Science in Special Education

(without certification)

Required special education course

- SPED 595 - Research Literature and Techniques

Core courses

- SPED 520 - Introduction to Exceptional Children
- SPED 553 - Cognition, Learning and Development
- SPED 580 - Adaptive Behavior in Exceptional Children
- PSY 535 - Applied Behavior Analysis
or
- SPED 535 - Applied Behavior Analysis

Research

- PSY 605 - Single Subject Designs
or
- SPED 605 - Single Subject Designs

Two from

- SPED 524 - Characteristics of Students with Mild Disabilities
- SPED 526 - Characteristics of Students with Moderate Disabilities
- SPED 540 - Autism: Assessment and Intervention

Three from

- SPED 563 - Clinical Teaching of Emotionally Disturbed
- SPED 564 - Psycho-Education Techniques of Managing Behaviors
- SPED 583 - Content Area Instruction for Students with Mild Disabilities
- SPED 586 - Inclusion: Strategies and Accommodations
- SPED 597 - Special Topics

One elective from

- Psy/SpEd or approved research course
- PSY 605 - Single Subject Designs
or
- SPED 605 - Single Subject Designs

Master of Education and Master of Science in Special Education

(educational diagnostician professional certification)

Required special education courses

- SPED 574 - Appraisal of Exceptional Children
- SPED 595 - Research Literature and Techniques

Core courses

- SPED 520 - Introduction to Exceptional Children
- SPED 553 - Cognition, Learning and Development
- SPED 580 - Adaptive Behavior in Exceptional Children
- PSY 605 - Single Subject Designs
- or
- SPED 605 - Single Subject Designs

Two graduate-level courses

- SPED 586 - Inclusion: Strategies and Accommodations
- PSY 605 - Single Subject Designs
- or
- SPED 605 - Single Subject Designs

Two graduate-level special education courses from

- SPED 524 - Characteristics of Students with Mild Disabilities
- SPED 526 - Characteristics of Students with Moderate Disabilities
- SPED 540 - Autism: Assessment and Intervention

Four courses from outside the major

- PSY 691 - Clinic Practicum in Psychology
- PSY 572 - Psychological Assessment and Measurement
- PSY 573 - Intellectual Assessment I
- PSY 635 - Advanced Behavioral and Academic Assessment and Intervention

Master of Arts in Special Education

(without certification)

Four core courses

- SPED 520 - Introduction to Exceptional Children
- SPED 553 - Cognition, Learning and Development
- SPED 580 - Adaptive Behavior in Exceptional Children
- PSY 535 - Applied Behavior Analysis
- or
- SPED 535 - Applied Behavior Analysis

Two from characteristics

- SPED 524 - Characteristics of Students with Mild Disabilities
- SPED 526 - Characteristics of Students with Moderate Disabilities
- SPED 540 - Autism: Assessment and Intervention

Three courses

- Psy/SpEd courses or
- approved electives

Nine hours of research

- PSY 605 - Single Subject Designs
 - or
 - SPED 605 - Single Subject Designs
 - SPED 518 - Thesis
- 6 semester hours

Master of Arts in Special Education

(educational diagnostician professional certification)

Core courses

- SPED 520 - Introduction to Exceptional Children
- SPED 553 - Cognition, Learning and Development
- SPED 580 - Adaptive Behavior in Exceptional Children
- PSY 535 - Applied Behavior Analysis
- or
- SPED 535 - Applied Behavior Analysis

Two from characteristics

- SPED 524 - Characteristics of Students with Mild Disabilities
- SPED 526 - Characteristics of Students with Moderate Disabilities
- SPED 540 - Autism: Assessment and Intervention

Four courses of assessment and evaluation

- PSY 572 - Psychological Assessment and Measurement
or
- SPED 572 - Psychological Assessment and Measurement
- SPED 573 - Assessment I
- SPED 574 - Appraisal of Exceptional Children
- PSY 635 - Advanced Behavioral and Academic Assessment and Intervention

One methods course

- SPED 586 - Inclusion: Strategies and Accommodations

Practicum

- PSY 691 - Clinic Practicum in Psychology

Nine hours of research

- PSY 605 - Single Subject Designs
- SPED 605 - Single Subject Designs
- SPED 518 - Thesis
6 semester hours

Notes

In addition to the course requirements, students must satisfactorily complete a comprehensive examination prior to graduation if non-thesis option is selected. Application to take the comprehensive examination should be submitted upon completion of 18 semester hours in Special Education. Comprehensive examinations are scheduled once each fall and spring semester through the special education secretary.

Students will be approved for graduation and the degree after they have completed all degree requirements satisfactorily and been approved by the Graduate Committee of the department and the Graduate School.

Master of Arts in Teaching

Art of Teaching

The Master of Arts in Teaching is a 30-36 hour degree designed to assist professionals currently in the area of science, technology, engineering, or mathematics (STEM) wishing to enter the field of secondary education to obtain the necessary knowledge and skills to promote effective teaching in their respective field. Additional content areas may be considered for entry into the program. The Master of Arts in Teaching program objective includes providing a rigorous and relative curriculum allowing the candidate to complete certification requirements and earn a Master's degree. Up to thirty six hours of graduate credit is required for students without an undergraduate preparation in science, technology, engineering, or mathematics.

Ten course program to be completed:

Required Courses (30 semester hours)

Choose one course (3 semester hours)

- EDCI 559 - Diversity and Equity in Education
- or
- SPED 520 - Introduction to Exceptional Children
- PSY 500 - Cognition, Learning, and Development
- SED 513 - The Secondary School Curriculum
- SED 514 - Management and Curriculum Development for Diverse Learners
- SED 515 - Effective Teaching in a Diverse Environment
- SED 517 - Reading and Learning in Content Areas
- SED 521 - Models of Teaching in the Secondary School
- EDCI 595 - Research Literature and Techniques
- ETEC 597 - Special Topics
- EDCI 597 - Special Topics

Required Student Teaching/Internship

**12 weeks of clinical internship or a one-year paid internship in the applicant's teaching field as approved by the graduate advisor in the Department of Curriculum and Instruction.

Master of Business Administration

Business Administration MBA

The Master of Business Administration degree offered by the College of Business & Technology (CBT) of Texas A&M University-Commerce prepares the graduate student for advanced management positions that demand analytic and strategic leadership solutions to an interrelated set of economic, ethical, and environmental issues. The curriculum stresses the development and use of analytical skills, for both quantitative and qualitative applications, which will assist managers in their decision-making and leadership responsibilities.

Texas A&M University-Commerce also offers a complete MBA online. Please contact the Graduate Programs in Business & Technology Advising Center (903-468-3197 or MBA@tamuc.edu) for information.

Master of Business Administration

Undergraduate Background Requirements. Generally, for students who have completed the following body of knowledge at the undergraduate level, the 30-hour format is appropriate.

Degree Requirements

- Acct 221, 222—Principles of Accounting
- Eco 231—Principles of Macro Economics
- Eco 232—Principles of Micro Economics
- Fin 304—Introduction to Business Finance
- BA 302—Business and Economics Statistics
- Mgt 305—Management and Organizational Behavior
- Mgt 307—Operations Management
- Mkt 306—Principles of Marketing

30-Hour Format

The basic MBA program includes a 6-course managerial component, a 2-course information analysis component, and 2 elective courses as detailed below.

48-Hour Format

For individuals who have not completed all of the above listed undergraduate background requirements, the 48-hour format is appropriate. Credit will be given for previously taken courses. The program structure is similar to the 30-hour format with the same Managerial, Information Analysis, and elective components.

Managerial Component 18 hours

- ACCT 525 - Advanced Managerial Accounting
- ECO 562 - Managerial Economics
- or
- ECO 576 - Macroeconomic Theory and Policy
- FIN 504 - Financial Management
- MGT 585 - Management Skills Development
- MKT 521 - Marketing Management
- MGT 527 - Strategic Management

Information Analysis Component 6 hours

- BA 578 - Statistical Methods
- BA 595 - Applied Business Research
(recommended to be taken in the student's first semester of core courses)

Elective Component 6 hours

Two elective courses complete the 30-hour program requirements. Graduate level electives may be taken from any combination of business and technology fields (Acct, Eco, Fin, BA, Mgt, and Mkt).

Minor Areas of Concentration

At least 12 advanced hours must be completed in an academic field (Accounting, Economics, Finance, International Business, Management Information Systems, Marketing, and Management of Technology) to meet the requirements for a minor concentration area. The details of each particular minor are shown below.

Accounting

At least 4 courses from Accounting: includes

- ACCT 525 - Advanced Managerial Accounting

Economics

At least 4 courses from Economics: includes

- ECO 562 - Managerial Economics
- ECO 576 - Macroeconomic Theory and Policy

Finance

At least 4 courses from Finance: includes

- FIN 504 - Financial Management

International Business

Any 4 courses from:

- ECO 528 - International Economic Problems
- FIN 571 - International Business Finance
- MGT 590 - Global Competitiveness
- MGT 597 - Special Topics
(approved topic)
- MKT 586 - International Marketing

Management Information Systems

Prerequisites (credit will given to previously taken courses):

- MIS 128
- MIS 502 - Business Information Systems
- CSCI 515 - Fundamentals of Programming

Advanced courses

- MIS 524 - Telecommunications, Networking, and Security
- MIS 526 - Data Base Management
- MIS 579 - Quantitative Methods
- MKT 573 - Internet Marketing

Marketing

At least 4 courses from Marketing: includes

- MKT 521 - Marketing Management

Management of Technology

2 courses from:

- MGT 590 - Global Competitiveness
- MGT 591 - Quality Management Concepts and Tools
- MGT 594 - Transforming Organizations
- MGT 597 - Special Topics
(approved topic)

Plus 2 courses from:

- TMgt 594
- TMGT 510 - Management of Technology in Organizations
- TMGT 511 - Emerging Technology
- TMGT 512 - Leadership in Engineering and Technology
- TMGT 513 - Knowledge Management in Engineering and Technology Organizations
- TMGT 590 - Technology Management Seminar I
- TMGT 591 - Technology Management Seminar II

Background Courses

Background courses **cannot** be used to satisfy elective requirements for degrees in the College of Business & Technology.

- ACCT 501 - Accounting for Managers
- ECO 501 - Economics for Decision Makers
- FIN 501 - Finance for Decision Makers

- BA 501 - Quantitative Analysis for Managers
- MGT 501 - Operations and Organizations
- MKT 501 - Marketing Environment

Master of Education

Agricultural Education (MEd)

Master of Education in Agricultural Education

Required Courses (18 semester hours)

- AFE 570 - Instructional Management
- AFE 571 - Program Development
- AFE 572 - Special Populations
- AFE 573 - Practicum in Teaching
- AFE 574 - Assessment and Evaluation
- AGED 595 - Research Literature and Techniques
or
- AG 595 - Research Literature and Techniques

Electives

Additional electives may be selected from a combination of disciplines or within the same discipline. Some interdisciplinary specializations, which provide advanced academic preparation in a teaching field, are listed below. A minimum of 18 hours from the specialty field listed (or approved substitute courses) is required. Students may also enroll in a limited number of graduate courses within the family and consumer sciences or agricultural sciences teaching fields at other universities with approval from an advisor and the Graduate School.

A minimum of three semester hours must be taken in education or social sciences statistics or qualitative research methods. Course selection must be pre-approved by the advisor. Courses noted with an asterisk are pre-approved for this requirement.

Family Systems Specialty

Six courses from:

- SOC 512 - Sociological Perspectives on Marriage and the Family
- SOC 514 - Family Violence
- SOC 576 - Data Analysis in the Social Sciences *
- COUN 512 - Career Development
- COUN 514 - School Counseling and Development
- COUN 564 - Family Crises and Resources
- ECE 563 - Early Childhood Development

Agricultural Systems Specialty

Six courses from:

- AMC 589 - Independent Study
- AMC 597 - Special Topics
- ANS 535 - Advanced Principles of Livestock Management
- PLS 501 - Agricultural and Biological Instrumentation
- PLS 515 - Pasture Management
- PLS 597 - Special Topics
- BSC 504 - Advanced Quantitative Biology
- or
- HIED 617 - Statistical Procedures for Education and Research
- AFE 589 - Independent Study
- or
- AFE 597 - Special Topics

Early Childhood Education MEd

The curriculum for the Master of Education in Early Childhood Education (MEd) involves a minimum of 36 semester hours of study, 24 semester hours of which must be in ECE & EDCI (degree program for individuals with a Texas teaching certificate). The outline of studies is as follows:

Required courses in the major (24 semester hours)

- EDCI 595 - Research Literature and Techniques
- ECE 535 - Math Science and Social Studies Curriculum
- ECE 536 - Literacy Development in the Early Years
- ECE 537 - Creative Expression in the Arts
- ECE 538 - Classroom Management for Teachers
- ECE 548 - Designing Inquiry-Based Learning
- ECE 560 - Early Childhood Curriculum Design
- ECE 561 - Foundations in Early Childhood Education

Required courses in the minor (12 semester hours)

- BLED 501 - Theoretical Foundations of Bilingual/ESL (English as a Second Language) Education
- EDCI 559 - Diversity and Equity in Education

Electives and/or minor studies

Students complete an additional 6 semester hours of course work in approved electives and/or minor studies. Approved disciplines for minor studies include: art, bilingual education, biology, earth sciences, elementary education, English, English as a second language, geography, health, history, mathematics, music, foreign language, physical education, physical science, reading, speech, or theatre arts.

Elementary Education MEd

The Master's of Education degree (MEd) in Elementary Education is for Texas certified teachers interested in the improvement of classroom teaching through advanced studies in the content and methodology of subjects taught in elementary classrooms. The major in elementary education, available primarily to experienced classroom teachers, prepares graduates to (1) improve student engagement and teaching effectiveness and (2) qualify for leadership positions in settings for which the master's degree is required.

A graduate with a major in elementary education should possess knowledge of the research and literature in elementary education, curriculum and instructional design in subjects taught in elementary schools, effective teaching practices, and the teaching of students who are culturally diverse.

Master of Education in Elementary Education

The curriculum for the Master of Education in Elementary Education involves a minimum of 36 semester hours of study, 18 hours of which must have an EEd or EdCI prefix. The suggested outline of studies is as follows:

Required Core Courses (9 semester hours)

- EDCI 595 - Research Literature and Techniques
- EDCI 538 - Classroom Management for Teachers

- EDCI 559 - Diversity and Equity in Education

Support Courses (9-12 semester hours)

*Limit of one 529 and no more than two 597s in this area.

- EDCI 500 - Issues in Education
- ELED 524 - Language Arts Curriculum for Grade One Through Eight
- EDCI 529 - Workshop in Curriculum and Instruction *
- or
- ELED 529 - Workshop in Elementary Education *
- ELED 530 - Mathematics Curriculum for Grades One Through Eight
- EDCI 535 - Leadership and Supervision Schools
- ELED 545 - Issues in the Development of the Elementary Curriculum
- ELED 557 - Social Studies Curriculum for Grades One Through Eight
- ELED 558 - Science Curriculum for Grades One Through Eight
- EDCI 566 - Practicum in Education
- EDCI 597 - Special Topics *
- or
- ELED 597 - Special Topics *
(May be repeated when title varies)

Approved Electives and/or Minor (15-18 semester hours)

Approved electives must be sufficient to meet the 36-hour minimum program for the master's degree. Electives may be taken in studies within the Department of Curriculum and Instruction (early childhood, elementary education, reading, bilingual/ESL, and secondary education) or in studies in other departments within the College of Education or departments outside the college. Electives do not need to be concentrated within any particular discipline. However, if the student desires a minor field of study in a specific discipline, at least 12 semester hours must be taken in that declared minor area. Approved disciplines for minor studies include art, biology, early childhood education, physical sciences, English, health, history, mathematics, music, foreign languages, health and kinesiology, reading, speech, and theatre arts.

Note

Candidates for the Master of Science degree in Elementary Education should consult the section entitled "Requirements for a Master of Science Degree" in the general section of this catalog and consult with an adviser in Elementary Education.

English as a Second Language (ESL)

Students seeking ESL specialization are not required to demonstrate proficiency in a language other than English, but are encouraged to develop any foreign language skills they may have.

Required Core Courses (9 semester hours)

- EDCI 595 - Research Literature and Techniques

- EDCI 538 - Classroom Management for Teachers
- EDCI 559 - Diversity and Equity in Education

Support Courses (Minimum of 9 semester hours)

*Limit of one 529 and no more than two 597s in this sequence.

- ELED 524 - Language Arts Curriculum for Grade One Through Eight
- EDCI 529 - Workshop in Curriculum and Instruction *
- OR
- ELED 529 - Workshop in Elementary Education *
- ELED 530 - Mathematics Curriculum for Grades One Through Eight
- ELED 545 - Issues in the Development of the Elementary Curriculum
- ELED 557 - Social Studies Curriculum for Grades One Through Eight
- ELED 558 - Science Curriculum for Grades One Through Eight
- EDCI 597 - Special Topics *
- OR
- ELED 597 - Special Topics *
(may be repeated when topic varies)

Specialization Courses (12 semester hours)

- ENG 557 - Teaching English as a Second Language
- BLED 501 - Theoretical Foundations of Bilingual/ESL (English as a Second Language) Education
- BLED 512 - Social and Academic Language Development in English for Bilingual Learners
- BLED 513 - Advanced Sheltered Content Area Instruction

Interdisciplinary Electives (6 semester hours)

- ECE 529 - Workshop in Early Childhood Education
- or
- EDCI 529 - Workshop in Curriculum and Instruction
- ECE 535 - Math Science and Social Studies Curriculum
- ECE 536 - Literacy Development in the Early Years
- ECE 537 - Creative Expression in the Arts
- ECE 538 - Classroom Management for Teachers
- ECE 560 - Early Childhood Curriculum Design
- ECE 561 - Foundations in Early Childhood Education
- ENG 555 - General Linguistics
- ENG 558 - Sociolinguistics
- ENG 562 - Psycholinguistics
- RDG 515 - Reading and Learning in Content Areas

- RDG 528 - Integrating Writing in the Literacy Program
- RDG 540 - Prescriptive Reading in Content Area Classroom
- RDG 550 - Language and Literacy Development

Reading MEd

(36 semester hours)

Required Reading Courses (24 semester hours)

- RDG 520 - Literacy and Instruction I
- RDG 521 - Literacy and Instruction II
- RDG 523 - Promoting Literacy Through Language Acquisition and Development
- RDG 528 - Integrating Writing in the Literacy Program
- RDG 540 - Prescriptive Reading in Content Area Classroom
- RDG 560 - Literacy Assessment
- RDG 562 - Critical Issues in Literacy Education
- RDG 567 - Practicum in Organizing for Effective Literacy Instruction in Elementary, Middle, and High School

Support Courses (12 semester hours)

- EDCI 595 - Research Literature and Techniques
- ELED 545 - Issues in the Development of the Elementary Curriculum
- ELED 524 - Language Arts Curriculum for Grade One Through Eight
- PSY 545 - Developmental Psychology

Secondary Education MEd

(36 semester hours)

The curriculum for the master of Education in Secondary Education involves a minimum of 36 semester hours of study, 18 hours of which must have a SEd or EdCI prefix.

Requirements (36 semester hours)

- SED 513 - The Secondary School Curriculum *
- SED 521 - Models of Teaching in the Secondary School *
- SED 528 - Philosophy of Education *
- EDCI 595 - Research Literature and Techniques *

- Plus two to four graduate level SED courses to be selected in consultation with adviser
- Plus four to six graduate level electives

Note

*Core Courses

Electives

Approved electives must be sufficient to meet the 36-hour minimum program for the master's degree. Electives may be taken in studies with the Department of Curriculum and Instruction (EdCI), early childhood, elementary education, reading, secondary education, gifted education, bilingual education and ESL or studies in other departments within the College of Education and Human Services or departments outside the college. Electives do not need to be concentrated within any particular discipline. However, if the student desires a minor field of study in a specific discipline, at least 12 semester hours must be taken in that declared minor area. Approved disciplines for minor studies include art, biology, early childhood education, physical sciences, English, health, history, mathematics, music, foreign languages, health, kinesiology and sports studies, reading, speech, and theatre arts. Students may also choose to complete a concentration of 18 hours in one of these approved disciplines.

Master of Finance

Finance MSF

The Master of Science in Finance offers students from business and non-business backgrounds the opportunity to learn the various facets of finance and to develop expertise in corporate and non-corporate finance. Students complete 30-39 hours of graduate coursework, depending on their backgrounds. Students without undergraduate preparation in finance are required to take 39 hours while students with the appropriate previous coursework can waive one, two, or all three of the foundation courses.

Foundation Study in Finance—9 semester hours

- ECO 501 - Economics for Decision Makers
- FIN 501 - Finance for Decision Makers
- BA 501 - Quantitative Analysis for Managers

Finance Core—18 semester hours

- FIN 504 - Financial Management
- FIN 510 - Investment Seminar
- FIN 512 - Advanced Security Analysis and Portfolio Management
- FIN 533 - Applied Economic and Financial Forecasting

- FIN 570 - Financial Markets, Institutions and Instruments
- FIN 571 - International Business Finance

Research Component—6 semester hours

- BA 595 - Applied Business Research
- BA 578 - Statistical Methods

Elective Component—6 advanced hours from Economics

- ECO 528 - International Economic Problems
- ECO 562 - Managerial Economics
- ECO 572 - Monetary Theory
- ECO 576 - Macroeconomic Theory and Policy

Master of Fine Arts

Art MFA

The MFA in Art with an emphasis in Visual Communication requires at least 62 semester hours.

The MFA in Art with an emphasis in Studio Art requires at least 64 semester hours.

Visual Communications

Required Courses

41 semester hours

- ARTS 540 - Studio 1. Creative Methodologies
- ARTS 541 - Studio 2. Design Education, Theory & Practice
- ARTS 542 - Studio 3. Winning Audiences
- ARTS 543 - Studio 4. Cross-Cultural Marketing
- ARTS 544 - Studio 5. Design Research Methods

- ARTS 545 - Studio 6. Thesis Topics
- ARTS 546 - Studio 7. Design Grant Writing
- ARTS 547 - Studio 8. Design Teaching Mentorship
- ARTS 548 - Exhibition Development
- ARTS 518 - Thesis (6 semester hours)

Required Support Courses

21 semester hours

- ARTH 507 - History of Graphic Design
- ARTH 508 - History of Advertising and Consumerism
- ART 502 - Design Teaching Methods
- ART 506 - Design Teaching Environment
- MGT 567 - Managing Groups and Teams
- MGT 585 - Management Skills Development
- MKT 521 - Marketing Management

Studio Art

Required Courses

64 semester hours

28 Studio Art hours from the Following:

(Courses are repeatable)

- ARTS 524 - Studio Problems: Second Area
- ARTS 525 - Special Problems: Studio Emphasis
- ARTS 526 - Advanced Problems: Studio Emphasis

12 New Learning Context hours from the following:

(Courses are repeatable)

- ARTS 530 - New Learning Context

Thesis with Exhibit

6 semester hours required

- ARTS 518 - Thesis

Required Support Courses

Art History and Criticism

- ART 503 - Graduate Seminar (12 semester hours)

Plus

6 semester hours Graduate Level Art History

Note:

The department reserves the right to suspend from the program any student who, in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

Master of Music

Music MM

Master of Music degree: Emphasizes performance major (applied music, conducting) or music education.

1. Emphasis in Performance: Prerequisite: Bachelor of Music degree (or equivalent)

- Applied major [instrument, conducting, piano, voice] (8-10)
- Applied recital [instrument, conducting, piano, voice] (2-4)
- Applied minor [instrument, conducting, piano, voice] (2)
- Pedagogy [instrument, conducting, piano, voice] (2-4)
- Literature [instrument, conducting, piano, voice] (2-4)
- Music history and theory [minimum 2 sh history and 2 sh theory] (6)
- Architecture, Music, and Philosophy (3)
- Research literature and techniques (3)
- Music electives—not major applied (3)

Total (36 semester hours)

2. Emphasis in Music Education: Prerequisite: A bachelor's degree (or equivalent) with a music major.

- Applied major (0-6)
- Applied minor (2)
- Pedagogy (3-6)
- Literature (3-6)
- Independent Study in Music Education (3)
- Music history and theory [minimum 2 sh history and 2 sh theory] (6)
- Architecture, Music, and Philosophy (3)
- Research literature and techniques (3)
- Music electives—not major applied (4)

Master of Science

Accounting MS

The Masters of Science in Accounting degree provides students the opportunity to concentrate in Attestation, Personal Finance Planning, Forensic Accounting, Professional Accounting, or Taxation and requires 37-43 semester hours (depending on a student's background). Courses are offered online, in Dallas, or a combination of the two. Students may also take some courses in Commerce, if they choose. Students receiving the degree obtain a foundation of knowledge in financial, auditing, forensic accounting, and professional accounting to prepare them for careers in the public and private sectors. Students interested in qualifying for the CPA examination, must be familiar with the public accounting licensing laws in their state of residency, which may involve additional courses or requirements beyond those found in the Master of Science in Accounting degree.

37 semester hours

Accounting Core (21 semester hours)

- ACCT 525 - Advanced Managerial Accounting
- ACCT 527 - Auditing
- ACCT 568 - Business Law for Accountants
- ACCT 575 - Financial Statement Analysis
- ACCT 562 - Forensic and Investigative Accounting
- ACCT 522 - Government and Not For Profit Accounting
- ACCT 538 - Individual Income Tax Accounting

Advanced Accounting Core (10 semester hours)

- ACCT 521 - Advanced Accounting
- ACCT 540 - Advanced Income Tax Accounting
- ACCT 595 - Accounting Research and Communication (4 semester hours)

Accounting Concentration (6 semester hours)

Take 2 courses (6 semester hours) from one of the following concentrations:

Attestation

- ACCT 528 - Advanced Auditing
- ACCT 529 - Accounting Information Systems

Personal Financial Planning

- ACCT 576 - Fundamentals of Financial Planning
- ACCT 577 - Investment Planning

Forensic Accounting

- ACCT 563 - Advanced Forensic Accounting
- ACCT 564 - Practicum in Forensics

Taxation

- ACCT 551 - Advanced Issues in Taxes
- ACCT 550 - Sales, Franchise, and Other Taxes

Professional Accounting

Any two unused courses from below (6 semester hours)

- ACCT 529 - Accounting Information Systems
- ACCT 541 - Accounting Theory
- ACCT 528 - Advanced Auditing
- ACCT 563 - Advanced Forensic Accounting
- ACCT 551 - Advanced Issues in Taxes
- ACCT 530 - Business Ethics for Accountants
- ACCT 576 - Fundamentals of Financial Planning
- ACCT 577 - Investment Planning
- ACCT 588 - Independent Accounting Research
- ACCT 564 - Practicum in Forensics
- ACCT 550 - Sales, Franchise, and Other Taxes
- ACCT 597 - Special Topics

Agricultural Sciences MS

All students receiving an assistantship through the Department of Agricultural Sciences must complete a thesis and a Master of Science Option I degree. Other students may choose either the Option I or Option II (non-thesis) program. All Option I students must complete a research project and write a thesis.

Master of Science in Agricultural Sciences Option I (30 semester hours minimum)

Required Courses

- Additional 15 hours to be selected by the student in consultation with his/her adviser. A minor is not required, but if a student chooses to complete a minor, the required course work is four courses taken from a subject area that compliments the student's major. A student must satisfy departmental comprehensive exam requirements of a minor.
- AG 518 - Thesis (6 semester hours)
- AG 532 - Scientific Methodology in Agricultural Research
- AG 505 - Experimental Design and Data Analysis
- AG 506 - Laboratory in Statistical Analysis System
- AG 599 - Seminar (must take twice, 2 semester hours)

Master of Science in Agricultural Sciences Option II (36 semester hours minimum)

Required Courses

- Eight (24 semester hours) additional Agricultural courses to be selected by the student in consultation with his/her adviser.

- AG 595 - Research Literature and Techniques
- AG 505 - Experimental Design and Data Analysis
- AG 506 - Laboratory in Statistical Analysis System
- AG 599 - Seminar

Electives

- (3 semester hours) approved by the department.

Master of Science in Agricultural Sciences, Emphasis in Enology, Option I (30 semester hours minimum)

Required Courses

- AG 518 - Thesis (6 semester hours)
- AG 505 - Experimental Design and Data Analysis
- AG 506 - Laboratory in Statistical Analysis System
- AG 532 - Scientific Methodology in Agricultural Research
- AG 599 - Seminar (must take twice)

Electives (15 semester hours)

- FDSC 510 - Grape and Wine Chemistry
- FDSC 519 - Natural Products of Wine
- FDSC 523 - Instrumental Analysis of Must and Wine
- FDSC 525 - Wine Microbiology
- FDSC 535 - Winery Management
- FDSC 563 - Grape Development and Composition
- FDSC 597 - Special Topics

Master of Science in Agricultural Sciences, Emphasis in Enology, Option II (36 semester hours minimum)

Required Courses

- AG 505 - Experimental Design and Data Analysis
- AG 506 - Laboratory in Statistical Analysis System
- AG 595 - Research Literature and Techniques
- AG 599 - Seminar
- FDSC 510 - Grape and Wine Chemistry

Electives (16 semester hours)

- FDSC 519 - Natural Products of Wine
- FDSC 523 - Instrumental Analysis of Must and Wine
- FDSC 525 - Wine Microbiology
- FDSC 535 - Winery Management
- FDSC 563 - Grape Development and Composition

Plus 8 semester hours from approved electives

Applied Criminology

The Master of Science degree in Applied Criminology is an academically-based program that has an applied focus on three primary areas: 1) management, 2) policy, and 3) (community college) teaching. The program will assist employees in developing management skills that will be applicable in criminal justice agencies or in a graduate program at the doctoral level.

Admission

Acceptance will be based on admission to the Graduate School, scores on the Graduate Record Examination (GRE), undergraduate grade point average, two references, statement of goals, and a sample of student's writing that demonstrates their ability to utilize a) scientific research, or b) critical thinking skills, and completion of undergraduate prerequisites. Students are required to take a graduate diagnostic exam before initial enrollment or at the latest during the first semester of work in the department. Students seeking a graduate certificate must be admitted to a master's degree program or in a nondegree admission status.

Note: The Department reserves the right to suspend from the program any student who in the judgment of a duly constituted departmental committee, does not meet the professional expectations of the field.

Master of Science in Applied Criminology

Twelve course program to be completed

Required Courses (24 semester hours)

- CJ 501 - Seminar in Policing and Law Enforcement
- CJ 531 - Issues in Criminal Law and Courts
- CJ 568 - Seminar in Corrections
- CJ 530 - Seminar in Criminology
- SOC 575 - Advanced Research Methodology
Choose one course (3 semester hours)
- CJ 577 - Criminal Justice Planning and Evaluation
or
- SOC 576 - Data Analysis in the Social Sciences
Choose one course (3 semester hours)
- CJ 520 - Criminal Justice Administration and Management
or
- CJ 583 - Criminal Justice Policy
or
- CJ 517 - Teaching Sociology and Criminal Justice
Research Literature and Techniques (3 semester hours)
- CJ 595 - Research Literature and Techniques

Electives (12 semester hours)

Choose four additional graduate level Criminal Justice courses (12 semester hours)

Biological Sciences MS

Upon being accepted for admission into the Graduate School, each student will either select or be assigned an adviser from the graduate faculty within the Department of Biological and Environmental Sciences. This faculty member will chair the student's advisory committee, which will include at least two additional graduate faculty members, one of whom may be from another department. Courses may be applied to a particular master's degree program only with the approval of the student's advisory committee. Courses taken before a committee is chosen may not be approved by the committee for the student's particular degree program and, therefore, may not apply to the degree. Course selections will be based upon unique student needs as revealed by academic records and career goals. Course selections will include graduate course offerings in the Department of Biological and Environmental Sciences as well as supporting courses if deemed desirable or necessary from other departments. With committee recommendation, and approval of the Graduate Dean, a maximum of two upper level undergraduate courses may be applied to certain degree programs.

Master of Science in Biological Sciences (Option I) 30 sh, Thesis

The student will complete a minimum of six hours of BSC 518, plus 24 sh of courses selected and approved by the student's advisory committee.

Master of Science in Biological Sciences (Option II) 36 sh, Non-Thesis

The student must complete BSC 595, plus 33 sh of courses (15 sh of which must be in biological sciences) selected and approved by the student's advisory committee.

Chemistry MS

Option I

The MS Option I program requires completion of ten courses (30 semester hours) as noted below. In addition, students are required to enroll in Chemistry 501 each semester they are in residence completing degree requirements.

Other courses may be substituted for the aforementioned six core courses upon consent of the department head and/or a majority vote of all Chemistry faculty. A student who does not wish to pursue a higher graduate degree in chemistry, upon consultation with department head, may substitute other courses better suited to meet their career objectives.

Substitutions can be made from some of the graduate courses in physics, chemistry, biology, mathematics, etc.

1. Thesis (6 semester hours)

- CHEM 518 - Thesis

2. Four courses (12 semester hours) of the following five core courses must be taken:

- CHEM 513 - Organic Mechanism and Structure
- CHEM 521 - Chemical Thermodynamics
- CHEM 531 - Advanced Inorganic Chemistry
- CHEM 541 - Advanced Analytical Chemistry
- CHEM 514 - Biochemistry

3. Graduate Seminar (1 hour)

- CHEM 501 - Graduate Seminar
Enrollment required each semester in residence completing degree requirements

4. Plus four courses from:

- Four graduate-level courses (12 semester hours) in chemistry. Appropriate substitutions require departmental approval prior to registration.

Option II (Non-Thesis)

Track I: Professional Chemistry degree with concentration in Analytical Chemistry, Biochemistry, Inorganic Chemistry, Organic Chemistry or Physical Chemistry

Core: Four out of seven courses:

- CHEM 513 - Organic Mechanism and Structure
- CHEM 514 - Biochemistry
- CHEM 521 - Chemical Thermodynamics
- CHEM 527 - Chemical and Biochemical Characterization Methods I
- CHEM 531 - Advanced Inorganic Chemistry
- CHEM 541 - Advanced Analytical Chemistry
- CHEM 547 - Advanced Instrumental Analysis I

Elective: Seven electives from the following list:

- CHEM 515 - Synthetic Organic Transformations
- CHEM 522 - Quantum Chemistry
- CHEM 528 - Chemical and Biochemical Characterization Methods II
- CHEM 529 - Workshop in Chemistry
- CHEM 533 - Chemical Kinetics and Reaction Mechanisms
- CHEM 536 - Organometallic Chemistry
- CHEM 548 - Advanced Instrumental Analysis II
- CHEM 581 - Nuclear Science
- CHEM 589 - Independent Studies in Chemistry and Biochemistry
- CHEM 597 - Special Topics in Chemistry and Biochemistry

Required Courses

- CHEM 595 - Research Literature and Techniques
- CHEM 501 - Graduate Seminar

Track II: Professional Chemical Business Degree

The curriculum of the Professional Chemical Business degree is similar to the curriculum of the Professional Chemistry degree. However, two courses from the College of Business will be used to replace two core courses listed in the core curriculum of the Professional Chemistry degree and two more replacing electives. The courses need to be pre-approved by the Department Head before they are taken.

Track III: Professional Chemical Education Degree

The curriculum of the Professional Chemical Education degree is similar to the curriculum of the Professional Chemistry degree. However, two courses from the College of Educational can be used to replace two core courses listed in the core curriculum of the Professional Chemistry degree and two more replacing electives. The courses need to be pre-approved by the Department Head before they are taken.

Notes:

Comprehensive Exam is required at the end of the program

Total Semester Hours (in two years): 40

Computer Science MS

Required core courses

- CSCI 520 - Information Structure and Algorithm Analysis
- CSCI 530 - Operating Systems
- CSCI 532 - Algorithm Design
- CSCI 540 - Computer Architecture
- CSCI 549 - Automata Theory

Students must also complete the courses in one of the following 5 tracks

- CSCI 526 - Database Systems
- CSCI 527 - Advanced Databases
- CSCI 542 - Microcomputer Instrumentation and Control
- CSCI 552 - Advanced Micro-controller Electronics
- CSCI 525 - Networking I—Local Area Networks
- CSCI 543 - UNIX Network Administration
- CSCI 553 - Networking III—UNIX Based Networks
- CSCI 563 - Fundamentals of Information Security and Assurance
- CSCI 581 - Computer and Network Security
- CSCI 587 - Secure Protocols
- CSCI 538 - Artificial Intelligence
- CSCI 539 - Expert Systems
- CSCI 560 - Neural Networks

Option I, Non-Thesis 36 semester hours

- including core courses, CSCI 595, electives, and elected track courses.

Option II, Thesis 30 semester hours

- including core courses, CSCI 518 (Thesis), electives, and selected track courses.

Notes

Up to 6 elective credit hours may be taken in an appropriate supporting field on approval of the graduate adviser.

Requirements for a minor will be determined by evaluating a student's background in computer science.

Early Childhood Education MS

The curriculum for the Master of Science in Early Childhood Education involves a minimum of 36 semester hours of study, 24 semester hours of which must be in ECE & EDCI (degree program for individuals *without* a Texas teaching certificate). The outline of studies is as follows:

Required courses in the major (24 semester hours)

- EDCI 595 - Research Literature and Techniques
- ECE 535 - Math Science and Social Studies Curriculum
- ECE 536 - Literacy Development in the Early Years
- ECE 537 - Creative Expression in the Arts
- ECE 538 - Classroom Management for Teachers
- ECE 548 - Designing Inquiry-Based Learning
- ECE 560 - Early Childhood Curriculum Design
- ECE 561 - Foundations in Early Childhood Education

Required courses in the minor (12 semester hours)

- BLED 501 - Theoretical Foundations of Bilingual/ESL (English as a Second Language) Education
- EDCI 559 - Diversity and Equity in Education

Plus

6 semester hours of approved electives.

Written Comprehensive Examination in Early Childhood Education

Courses for which students will be responsible on the master's written comprehensive examination include ECE 535, ECE 536, ECE 537, ECE 538, ECE 548, ECE 560, ECE 561, and EDCI 559.

Economics MS

The focus of the graduate program in economics is Managerial/Applied Economic Analysis, which is essential to business and governmental planning, decision making, and public policy analysis. The program offers a flexible curriculum in which students select and arrange study areas in consultation with the department adviser. It also provides the essential core of graduate courses for those students who wish to pursue doctoral studies in economics. The Master of Science program may be either a thesis or non-thesis plan. Course requirements for the non-thesis option are ten courses consisting of:

Non-thesis Option

- ECO 562 - Managerial Economics
- ECO 576 - Macroeconomic Theory and Policy
- BA 595 - Applied Business Research
(should be taken in the student's first semester of core courses in the economic orientation of the MS degree plan)

Elective Component—12 semester hours (choose 4 courses)

- ECO 528 - International Economic Problems
- ECO 572 - Monetary Theory
- ECO 589 - Independent Study
- ECO 597 - Special Topics

Notes

In addition, 9 graduate level hours from the following advanced courses in areas such as financial economics, managerial/applied economics, monetary theory, public regulation, economic forecasting, international trade and global competition, economic development, and credit and financial markets.

A student may use toward a degree up to 3 graduate level courses outside economics and approved by the head of the Department of Accounting, Economics, and Finance, such as finance, statistics or quantitative methods, computer science, or business administration.

Educational Technology Minor

Requires 12-18 semester hours. Courses to be selected in consultation with ETEC adviser (will vary based on hours available in each program).

Elementary Education with Specialization in Bilingual Education MS

Students seeking bilingual education specialization must demonstrate advanced oral and written proficiency in both English and Spanish. If advanced Spanish proficiency is not demonstrated, students may be required to take additional Spanish language development courses or complete an immersion sequence.

Other approved coursework in EIEd, SEd, EdL, and SpEd may also be used.

Required Core Courses (9 semester hours)

- EDCI 595 - Research Literature and Techniques
- EDCI 538 - Classroom Management for Teachers
- EDCI 559 - Diversity and Equity in Education

Support Courses (Minimum of 9 semester hours)

*Limit of one 529 and no more than two 597s in this sequence.

- ELED 524 - Language Arts Curriculum for Grade One Through Eight
- EDCI 529 - Workshop in Curriculum and Instruction
*
or
- ELED 529 - Workshop in Elementary Education
*
- ELED 530 - Mathematics Curriculum for Grades One Through Eight
- ELED 545 - Issues in the Development of the Elementary Curriculum
- ELED 557 - Social Studies Curriculum for Grades One Through Eight
- ELED 558 - Science Curriculum for Grades One Through Eight
- EDCI 597 - Special Topics
*
or
- ELED 597 - Special Topics
*

Specialization Courses (12 semester hours)

- ENG 557 - Teaching English as a Second Language
- BLED 501 - Theoretical Foundations of Bilingual/ESL (English as a Second Language) Education
- BLED 502 - Social and Academic Language Development for Bilingual Learners
- BLED 503 - Bilingual Content Instruction

Interdisciplinary Electives (6 semester hours)

- ECE 529 - Workshop in Early Childhood Education
or
- EDCI 529 - Workshop in Curriculum and Instruction
- ECE 535 - Math Science and Social Studies Curriculum
- ECE 536 - Literacy Development in the Early Years

- ECE 537 - Creative Expression in the Arts
- ECE 560 - Early Childhood Curriculum Design
- ECE 561 - Foundations in Early Childhood Education
- ENG 555 - General Linguistics
- ENG 558 - Sociolinguistics
- ENG 562 - Psycholinguistics
- RDG 515 - Reading and Learning in Content Areas
- RDG 520 - Literacy and Instruction I
- RDG 528 - Integrating Writing in the Literacy Program
- RDG 540 - Prescriptive Reading in Content Area Classroom
- RDG 550 - Language and Literacy Development
- SPA 505 - Children's and Adolescent Literature in Spanish
- SPA 516 - Contemporary Latin American Literature

Global E-Learning MS

Required Courses

- EDUC 510 - Using Effective Instructional Technologies *
- EDUC 514 - Generational Issues in Global Education *
- EDUC 515 - Intercultural Education *
- EDUC 516 - Fundamentals of Active Engagement *
- EDUC 552 - Going Global *
- EDUC 553 - Transformational Global Leadership *
- EDUC 554 - Theories of Adult Learning *
- HIED 595 - Research Literature and Methods *

Plus 12 semester hours of graduate electives

Note

*Core courses

Higher Education (emphasis in College Teaching) MS

Required Courses

- HIED 528 - Philosophy of Education *

- HIED 595 - Research Literature and Methods *
- HIED 651 - Curriculum Development in Higher Education
or
- HIED 541 - The Community College Curriculum
- HIED 542 - Analysis of Teaching in Higher Education
- HIED 621 - Effective Teaching and Learning in Higher Education
- HIED 656 - Higher Education and the Law
- Plus six acceptable graduate-level courses in a teaching field(s) to be selected in consultation with adviser.

*Core Courses

Higher Education (emphasis in Higher Education Administration) MS

Required Courses

- HIED 528 - Philosophy of Education *
- HIED 595 - Research Literature and Methods *
- HIED 540 - The American Community College
- HIED 651 - Curriculum Development in Higher Education
or
- HIED 541 - The Community College Curriculum
- HIED 657 - Organization and Governance in Higher Education
- HIED 658 - Administration of Student Affairs in Higher Education
or
- HIED 653 - Fundamental Theories in Community College Instructional Leadership
- HIED 656 - Higher Education and the Law
- HIED 659 - Higher Education Finance
- HIED 622 - Internship

Plus 9 Semester hours of Electives

Management MS

The Master of Science in Management program offers students from business and non-business backgrounds an opportunity to develop management and leadership skills appropriate for all kinds of organizations. Students complete 30 to 36 semester hours of graduate coursework, depending on their background.

Thirty-six hours of graduate credit are required for students without undergraduate preparation in management. However, students with appropriate previous coursework can waive one or both of the foundation courses.

Students complete either a general option or an information technology option. Students selecting the information technology option must complete a minimum of 18 graduate hours in the management field, including BA 595 and Mkt 521 and any 5 courses with the Mgt prefix.

Texas A&M University-Commerce also offers a complete MS in Management online. Please contact the Graduate Programs in Business & Technology Advising Center (903-468-3197 or MBA@tamuc.edu) for information.

Foundation Study in Management—6 semester hours

These courses can be waived for students with appropriate undergraduate coursework.

- MGT 501 - Operations and Organizations
- MGT 502 - Human Behavior in Organizations

Support Coursework Outside of Management—6 semester hours

- FIN 501 - Finance for Decision Makers
- FIN 504 - Financial Management
- MKT 521 - Marketing Management

Advanced Breadth in Management—9 semester hours

- MGT 585 - Management Skills Development
- MGT 591 - Quality Management Concepts and Tools
- MGT 527 - Strategic Management

Research Component—3 semester hours

- BA 595 - Applied Business Research
(should be taken in the student's first semester of core courses in the management orientation of the MS or MA degree plan)

General Option—12 semester hours (choose 4 courses)

Other graduate courses may be approved by the Graduate Programs in Business & Technology Advising Center or Faculty Adviser for the MS in Management.

- MGT 567 - Managing Groups and Teams
- MGT 586 - Managing at the Edge

- MGT 587 - Executive Development
- MGT 590 - Global Competitiveness
- MGT 592 - Current Issues in Human Resource Management
- MGT 594 - Transforming Organizations
- MGT 597 - Special Topics

Information Technology Option—12 semester hours (4 courses)

The IT options can be awarded to the Master of Science in Management student by completing any 3 graduate level MIS courses along with 1 Mgt course (choose 1 from the General Option area above).

Additional or substitute courses must be approved by the Graduate Programs in Business & Technology Advising Center or the Faculty Adviser for the MS in Management.

Marketing MS

The Master of Science in Marketing program offers students from business and non-business backgrounds an opportunity to develop expertise in the art and science of business marketing. Students complete 30 to 36 hours of graduate coursework, depending on their background.

Thirty-six hours of graduate credit are required for students without undergraduate preparation in marketing. However, students with appropriate previous coursework can waive one or both of the foundation courses.

Foundation Study in Marketing and Management—6 semester hours

These courses can be waived for students with appropriate undergraduate coursework.

- MKT 501 - Marketing Environment
- MGT 502 - Human Behavior in Organizations

Support Coursework Outside of Marketing—6 semester hours

- FIN 501 - Finance for Decision Makers
- FIN 504 - Financial Management
- MGT 585 - Management Skills Development

Advanced Breadth in Marketing Management—15 semester hours

- MKT 521 - Marketing Management
- MKT 571 - Business-to-Business Marketing
- MKT 572 - Seminar in Marketing Research
- MKT 586 - International Marketing

- MGT 527 - Strategic Management
(should be taken in last semester)

Research Component—3 semester hours

- BA 595 - Applied Business Research
(should be taken in the student's first semester of core courses in the marketing orientation of the MS degree plan)

Specialized Courses in Marketing—6 semester hours

- (choose 2 courses)
- MKT 568 - Advertising and Promotion
- MKT 573 - Internet Marketing
- MKT 597 - Special Topics

Note

Other graduate courses may be approved by the Graduate Programs in Business & Technology Advising Center, provided the student has a minimum of 6 courses (18 semester hours) in Marketing.

Physics MS

Master of Science in Physics (Option I)

Required core courses include:

- PHYS 511 - Introduction to Theoretical Mechanics
- PHYS 512 - Classical Electricity and Magnetism
- PHYS 517 - Principles of Mathematical Physics
- PHYS 520 - Introduction to Quantum Mechanics
- PHYS 518 - Research Leading to the Master's Thesis
- Plus 4 courses on approval of graduate adviser.

Master of Science in Physics (Option II)

Physics Teaching Emphasis

- PHYS 526 - Modern Physics
- PHYS 531 - Physical Science for Teachers
- PHYS 532 - Electricity and Magnetism for Teachers
- PHYS 561 - Astronomy Problems
- PHYS 595 - Research Literature and Techniques
- Plus 3 physics courses on approval of graduate adviser.
- Plus 4 courses—chosen to support major teaching field.

Applied Physics Emphasis

- PHYS 511 - Introduction to Theoretical Mechanics
 - PHYS 512 - Classical Electricity and Magnetism
 - PHYS 517 - Principles of Mathematical Physics
 - PHYS 595 - Research Literature and Techniques
- The physics component of this program may be completed by either of 2 blocks of four courses:
- PHYS 520 - Introduction to Quantum Mechanics
 - PHYS 521 - Introduction to Solid State Physics
 - PHYS 523 - Advanced Atomic Physics
 - PHYS 524 - Surface Physics
- or
- PHYS 514 - Statistical Physics
 - PHYS 542 - Advanced Instrument & Control
 - PHYS 552 - Advanced Micro Electronics
 - PHYS 562 - Signal Processing

Reading MS

(36 semester hours)

Required Reading Courses (24 semester hours)

- RDG 520 - Literacy and Instruction I
- RDG 521 - Literacy and Instruction II
- RDG 523 - Promoting Literacy Through Language Acquisition and Development
- RDG 528 - Integrating Writing in the Literacy Program
- RDG 540 - Prescriptive Reading in Content Area Classroom
- RDG 560 - Literacy Assessment
- RDG 562 - Critical Issues in Literacy Education
- RDG 567 - Practicum in Organizing for Effective Literacy Instruction in Elementary, Middle, and High School

Support Courses (12 semester hours)

- Electives (9 semester hours)
- EDCI 595 - Research Literature and Techniques

Secondary Education MS

Requirements (36 semester hours)

- SED 513 - The Secondary School Curriculum *
- SED 521 - Models of Teaching in the Secondary School *
- SED 528 - Philosophy of Education *
- EDCI 595 - Research Literature and Techniques *
- Plus two to four graduate-level SEd courses to be selected in consultation with adviser.
- Plus four to six graduate-level electives outside SEd

Note

*Core Courses

Electives

Approved electives must be sufficient to meet the 36-hour minimum program for the master's degree. Electives may be taken in studies with the Department of Curriculum and Instruction (EdCI), early childhood, elementary education, reading, secondary education, gifted education, bilingual education and ESL or studies in other departments within the College of Education and Human Services or departments outside the college. Electives do not need to be concentrated within any particular discipline. However, if the student desires a minor field of study in a specific discipline, at least 12 semester hours must be taken in that declared minor area. Approved disciplines for minor studies include art, biology, early childhood education, physical sciences, English, health, history, mathematics, music, foreign languages, health, kinesiology and sports studies, reading, speech, and theatre arts. Students may also choose to complete a concentration of 18 hours in one of these approved disciplines.

Sociology MS

The Department of Sociology and Criminal Justice offers a Master of Science degree program in sociology with core courses in sociological theory, research methodology, data analysis, and research report writing. The master's program is conducted through a selection of appropriate courses within the framework of either a thesis (Option I) or a non-thesis (Option II) program. For additional information, students are advised to read the most recent departmental Graduate Handbook, available free from the department or departmental website web.tamu-commerce.edu/academics/colleges/artssciences/departments/sociologycriminaljustice/.

Degree Requirements

Students may contact the Department Head or Graduate Adviser to request a waiver of the following prerequisite coursework:

- Soc 111—Introduction to Sociology

- Soc 331—Research Methods or equivalent
- Soc 332—Social Statistics or equivalent
- Soc 436—Sociological Theory or equivalent

Master of Science in Sociology (Option I)

- SOC 535 - Readings in Sociology
- SOC 572 - Classical Sociological Theory
- SOC 573 - Contemporary Sociological Theory
- SOC 575 - Advanced Research Methodology
- SOC 576 - Data Analysis in the Social Sciences
- SOC 518 - Thesis
- Plus any three graduate sociology courses

Master of Science in Sociology (Option II)

- SOC 535 - Readings in Sociology
- SOC 572 - Classical Sociological Theory
- SOC 573 - Contemporary Sociological Theory
- SOC 575 - Advanced Research Methodology
- SOC 576 - Data Analysis in the Social Sciences
- SOC 595 - Research Literature and Techniques
- Plus 4-6 graduate electives in sociology; 2-4 of the courses may be approved electives outside sociology.

Technology Management MS

The goal of the Master of Science in Technology Management program is to develop individuals in advanced technologies and managerial areas. The curriculum is centered around real-world topics found in contemporary business and industrial environments. Learned competencies are designed to meet the needs of practicing professionals as well as those with limited industrial and/or business experience. Thirty total semester hours plus prerequisites are required for this non-thesis degree. Courses are available through distance education Internet-based instruction.

Required Prerequisites Courses (6 semester hours)

All students must have completed the following upper-level courses or their equivalents from Texas A&M University-Commerce or another U.S. regionally accredited institution before full admission into the MS-TMGT degree will be granted.

- MGT 501 - Operations and Organizations or Mgt 305 (See the *Undergraduate Catalog*) or Mgt 307 (See the *Undergraduate Catalog*)
- MGT 591 - Quality Management Concepts and Tools or Mgt 340 (See the *Undergraduate Catalog*) or IT 340 (See the *Undergraduate Catalog*)

Technology Management Degree Required Courses (12 semester hours)

Must complete required Technology Management courses (12 semester hours) then choose one of the following tracks (18 semester hours): Technology Management, Safety Management, or Management Information Systems.

- TMGT 510 - Management of Technology in Organizations
- TMGT 590 - Technology Management Seminar I
- TMGT 595 - Applied Research in Engineering and Technology
- TMGT 599 - Technology Management Practicum

Technology Management Track (18 semester hours)

- TMGT 511 - Emerging Technology
- TMGT 512 - Leadership in Engineering and Technology
- TMGT 513 - Knowledge Management in Engineering and Technology Organizations
- TMGT 514 - Engineering and Technology Project Management
- TMGT 516 - Group Leadership in the Diverse Enterprise
- TMGT 591 - Technology Management Seminar II

Safety Management Track (18 semester hours)

- SMGT 521 - Ergonomics
- SMGT 522 - Human Risk Management
- SMGT 523 - Industrial Hygiene and Safety Management
- SMGT 524 - System Safety
- SMGT 527 - Life Safety and Hazard Control
- SMGT 528 - Legal Aspects of Occupational and Environmental Health

Management Information Systems Track (18 semester hours)

(MIS)

- MIS 502 - Business Information Systems
- MIS 521 - Information Systems Project Management
- MIS 522 - Business Process Analysis and Design
- MIS 523 - Programming Logic
- MIS 524 - Telecommunications, Networking, and Security
- MIS 526 - Data Base Management

Theatre MS

Theatre General Requirements

Students completing degrees in any one of the three programs must take the following four-course series.

History and Theory

2 courses from

- THE 511 - Dramatic Theory
- THE 542 - Development of Modern Theatre
- THE 543 - Development of American Theatre

Management and Technical Theatre

1 course from

- THE 512 - Theatre Management
- THE 545 - Stage Lighting
- THE 550 - Theatrical Design

Directing and Playwriting

1 course from

- THE 541 - Seminar in Stage Direction
- THE 544 - Playwriting

Option I

Students must meet the general theatre requirements listed above and must complete the following:

Plus 2 courses from:

- THE 518 - Thesis

Plus 2 courses from:

- (electives)-in theatre, which may include courses from the general requirements or additional theatre course offerings.

Plus 2 courses from:

- general electives in theatre, or with the approval of the graduate theatre adviser, outside the program.

Option II

Individual Master of Science-Option II programs may be arranged with the approval of the Theatre Graduate Adviser, the Department Head, and the Dean of the Graduate School.

Students must meet the general theatre requirements listed above and must complete the following:

- THE 595 - Research Literature and Techniques

Plus 3 courses from:

- (electives) in theatre, which may include courses from the general requirements or additional theatre course offerings.

Plus 4 courses from:

- general electives inside or outside of theatre that may be designated as a minor with the approval of the graduate theatre adviser and the graduate adviser in the selected minor.

Master of Science/Master of Education

Counseling MS/MEd

Satisfactory performance is required on the Department's Master's Comprehensive Examination that includes both a nationally developed core component and a specialty component for School Counseling and Community Counseling. The master's comprehensive examination for Student Affairs emphasis is departmentally developed. This examination is given once each fall and spring semester, and once during the summer. Details about the examination and scheduled dates are available in the departmental office.

Master's degrees in Counseling with School and Community emphasis require the courses listed below:

Core Instruction (25 semester hours)

- COUN 501 - Introduction to the Counseling Profession
- COUN 510 - Counseling Theories and Techniques
- COUN 512 - Career Development
- COUN 517 - Assessment in Counseling
- COUN 522 - Counseling Diverse Populations
- COUN 528 - Introduction to Group Dynamics and Procedures
- COUN 595 - Research Literature and Techniques
- COUN 545 - Developmental Issues and Strategies in Counseling
- COUN 549 - Ethics in Professional Counseling (1 semester hour)

Clinical Instruction (12 semester hours)

- COUN 516 - Pre-Practicum
- COUN 551 - Practicum
- COUN 552 - Internship (6 semester hours)

plus

Professional Specialty (12 semester hours)

Professional Specialty course work prepares students to work in specialized settings, such as community agencies, schools, or student affairs, and must be chosen under the careful advisement of a faculty member.

- School Counseling Program (MEd/MS): COUN 514, COUN 534, COUN 539, Plus 3 semester hours of electives
- Community Counseling Program (MS): COUN 530, PSY 503 . Choose one from the following COUN 513 or COUN 564 or COUN 611, Plus 3 semester hours of electives

Total Semester Hours: 49

Student Affairs Emphasis (Non-Thesis Option) (36 semester hours)

Required courses in the major, minor, or specialization

- COUN 501 - Introduction to the Counseling Profession
- COUN 510 - Counseling Theories and Techniques
- COUN 512 - Career Development
- COUN 522 - Counseling Diverse Populations
- COUN 552 - Internship
- COUN 560 - Crisis Intervention: Theory and Practice
- COUN 580 - Chemical Dependency in Perspective
- COUN 590 - Legal Issues in College Student Affairs
- COUN 595 - Research Literature and Techniques

- COUN 606 - Student Affairs Services in Higher Education
- COUN 607 - The Contemporary College Student
- HIED 540 - The American Community College

Total Semester Hours: 36

Educational Administration MS/MEd

Those who apply to the Texas A&M University-Commerce Graduate School for admission to one of the master's degree programs in educational administration must meet the general admission requirements.

General A&M-Commerce Graduate School admissions policies are described elsewhere in this catalog. Students who apply for admission have two admissions options available: (1) regular degree seeking admission or (2) admission as a nondegree seeking student. Beyond the university admissions requirements, the department requires the following to be screened for full admission to master's degree programs: Two letters of recommendation from school administrators, score on the verbal, quantitative, and written portions of the Graduate Record Examination, and an undergraduate grade point average of 2.75. Applicants without an acceptable application packet will be considered for probationary admission.

Master of Science and Master of Education in Educational Administration

The MS and MEd degree programs include 36 required hours in educational administration. All 36 required hours apply to the department's principal certification program. Students who are seeking the master's degree and principal certification should select approved electives that align with departmental requirements for principal certification. Students who have not been fully admitted to the program may take up to 6 hours of coursework under nondegree-seeking status while their admission status is pending. These courses are EDAD 615 and EDAD 626 No other courses may be taken until fully admitted.

Fully admitted students will take the following courses:

Required Core Courses (12 semester hours)

- EDAD 615 - Leading Effective Schools
- EDAD 626 - Using the Law in Educational Practice
- EDAD 595 - Using Research for Best Practices
- EDAD 574 - Developing Quality Instructional Programs

Required Support Courses (21 semester hours)

- EDAD 508 - Facilitating Learning for Diverse Students
- EDAD 554 - Leading the Learning Community
- EDAD 607 - Using Evaluation and Data to Improve Learning
- EDAD 614 - Leading Learning Communities Internship
- EDAD 619 - Designing Curriculum

- EDAD 623 - Allocating Resources for Effective Learning
- EDAD 656 - Building Capacity for Powerful Learning

Select 1 Course from the following: (3 semester hours)

- EDAD 597 - Special Topics
- EDAD 612 - Examining Issues and Trends in School Leadership
- EDAD 618 - Exploring Educational Issues Colloquium
- EDAD 622 - Leading and Managing Organizational Change for Improvement
- EDAD 658 - School Crisis Leadership

Notes

Students with conditional admission must achieve a grade point average of 3.75 in the first four courses to continue in the program. Grade points earned from other courses or transferred courses may not be used to satisfy this grade point requirement.

Students with objectives other than principal certification may be advised to substitute other courses in their degree plan, when appropriate.

In addition to coursework, the master's degree programs require satisfactory performance on the department's comprehensive examination. The comprehensive examination may be taken upon completion of EDAD 554 (at end of program).

The department's residency requirement for the master's degree is fulfilled by completing a residency seminar, typically done in the initial semester of enrollment toward the master's degree.

Educational Technology — Leadership MS/MEd

Required courses in the major (18 semester hours)

- ETEC 524 - Introduction to Educational Technology *
- ETEC 561 - Learning and Technology *
- ETEC 579 - Administration of Media Technology Programs *
- ETEC 562 - Applying Instructional Media and Technology
- ETEC 578 - Instructional Design and Development
- HIED 595 - Research Literature and Methods *

* Core Courses

Required support courses (18 semester hours)

Courses to be selected in consultation with advisor, to address the interests and professional field of the student.

Educational Technology — Library Science MS/MEd

Required courses in the major (36 semester hours)

- LIS 512 - Information, Reference and Mediographic Services
- LIS 515 - Cataloging and Classification *
- LIS 524 - Developing General and Specialized Collections *
- LIS 527 - Books and Related Materials for Children and Young Adults *
- LIS 550 - Practicum in a Library Media Center *
- LIS 557 - Technology Integration for School Librarians *
- ETEC 524 - Introduction to Educational Technology
- ETEC 561 - Learning and Technology
- ETEC 562 - Applying Instructional Media and Technology
- ETEC 579 - Administration of Media Technology Programs *
- HIED 595 - Research Literature and Methods *
- Plus 1 graduate diversity course, selected in consultation with advisor.

Health, Kinesiology, and Sports Studies MS/MED

(Option I, Thesis)

This program requires 10 courses for a total of 30-32 hours

Human Performance Track

This program requires 10 courses for a total of 30-32 semester hours

- HHPK 518 - Thesis 6 (semester hours)
- HHPK 519 - Research Methods in Human Performance
- HHPK 617 - Statistical Procedures for Health and Human Performance
- HHPK 591 - Seminar

Plus two courses from the following

- HHPK 520 - Psychology of Motor Learning
- HHPK 530 - Sports Conditioning
- HHPK 535 - Advanced Exercise Physiology

- HHPK 593 - Biomechanics

Plus 9 (semester hours) of approved electives

(Option II, Non-Thesis)

Human Performance Track

This program requires 12 courses for a total of 36 semester hours.

- HHPK 510 - Curriculum Construction in Health and Kinesiology
- HHPK 516 - Interdisciplinary Topics in Health and Human Performance
- HHPK 617 - Statistical Procedures for Health and Human Performance
- HHPK 536 - Adapted Kinesiology
- HHPK 595 - Critiquing and Conducting Research

Plus 3 courses (9 semester hours) selected from

- Plus 12 semester hours of approved graduate level education electives.
- HHPK 520 - Psychology of Motor Learning
- HHPK 540 - Supervision in Health and Kinesiology
- HHPK 560 - Motor Development Issues
- HHPK 590 - Health and Kinesiology: Teaching Design, Strategies, and Assessment
- HHPS 584 - Administration in Sport and Recreation Programs

(Option II, Non-Thesis)

Sports Studies Track

This program requires 10 courses for a total of 36-38 semester hours.

- HHPK 617 - Statistical Procedures for Health and Human Performance
- HHPS 520 - Governance and Ethics in Sport
- HHPS 535 - Sport Sociology
- HHPK 595 - Critiquing and Conducting Research

Plus two courses from Section A (6-8 semester hours)

- HHPK 520 - Psychology of Motor Learning
- HHPK 530 - Sports Conditioning
- HHPH 531 - Nutrition and Optimal Performance
- HHPK 535 - Advanced Exercise Physiology
- HHPK 593 - Biomechanics
- HHPK 664 - Health-Related Fitness Testing and Exercise Prescriptions

Plus two courses from Section B (6 semester hours)

- HHPK 516 - Interdisciplinary Topics in Health and Human Performance
- HHPS 521 - Finance and Economics in Sport
- HHPS 525 - Marketing and Public Relations in Sports
- HHPS 530 - Sport Psychology
- HHPS 539 - Sport Law
- HHPS 564 - Facilities and Equipment in Kinesiology and Sport

Plus

12 semester hours of approved electives or 3 semester hours internship (HHPS 537) and 9 semester hours of approved electives.

(Option I, Thesis)

Health Promotion Track

This program requires 10 courses for a total of 31-34 semester hours:

- HHPK 617 - Statistical Procedures for Health and Human Performance
- HHPK 518 - Thesis
- HHPK 519 - Research Methods in Human Performance
- HHPH 585 - Program Design in Health Promotion
- HHPK 591 - Seminar

Plus 2 courses from Section A (6-7 semester hours)

- HHPH 531 - Nutrition and Optimal Performance
- HHPH 664 - Health-Related Fitness Testing and Exercise Prescriptions
- HHPK 530 - Sports Conditioning
- HHPK 534 - Exercise in Health and Disease
- HHPK 535 - Advanced Exercise Physiology

Plus 2 courses from section B (6 semester hours)

- HHPH 516 - Interdisciplinary Topics in Health and Human Performance
- HHPH 544 - Health Promotion Administration and Management
- HHPH 547 - Health Psychology
- HHPH 550 - Health Promotion with Special Populations
- HHPH 660 - Global Health Issues

Plus

3 semester hours of approved electives or 3 semester hours internship (HHPH 537).

(Option II, Non-Thesis)

Health Promotion Track

This program requires 12 courses, for a total of 36 semester hours.

- HHPK 617 - Statistical Procedures for Health and Human Performance
- HHPH 544 - Health Promotion Administration and Management
- HHPH 585 - Program Design in Health Promotion
- HHPH 595 - Critiquing & Conducting Research

Plus 2 courses from Section A (6 semester hours)

- HHPH 531 - Nutrition and Optimal Performance
- HHPH 664 - Health-Related Fitness Testing and Exercise Prescriptions
- HHPK 530 - Sports Conditioning
- HHPK 534 - Exercise in Health and Disease
- HHPK 535 - Advanced Exercise Physiology

Plus 2 courses from Section B (6 semester hours)

- HHPH 516 - Interdisciplinary Topics in Health and Human Performance
- HHPH 547 - Health Psychology
- HHPH 550 - Health Promotion with Special Populations
- HHPH 660 - Global Health Issues

Plus

12 semester hours of approved electives or 3 semester hours internship (HHPH 537) and 9 semester hours of approved electives.

Master of Social Work

Social Work MSW

The Master of Social Work program at Texas A&M University-Commerce is designed to meet the educational needs of advanced level social workers. The program is fully accredited by the Council on Social Work education (CSWE). All MSW graduates are eligible to sit for the State of Texas LMSW licensure testing. The program follows an advanced generalist practice model. Courses in the MSW program are offered evenings and weekends to accommodate working students.

Admission

In addition to the general requirements for admission to the Graduate School, those seeking admission to the MSW Program must submit a packet of admissions materials, available either by contacting the Social Work Department at 903-468-8100 or by going online to the department's website at www.tamu-commerce.edu/socialwork/programs-master.htm to download it directly. The completed documents must be submitted to the Department of Social Work at P.O. Box 3011, Commerce, TX 75429-3011. Components of the admissions materials include:

1. An professional narrative statement. A description of what would be contained in such a statement is included in the admissions packet.
2. A resume or vita of educational and occupational experiences.
3. Three references using the forms included in the admissions packet, preferably including one reference from an undergraduate professor or a former supervisor from a paid or volunteer social services agency.

Depending on their undergraduate degree, students who are admitted to the MSW program will receive either Foundation Admission or Advanced Standing Admission. Advanced Standing is reserved for those who hold a Bachelor of Social Work (BSW) undergraduate degree from a CSWE-accredited institution. Fewer hours are required of students who receive advanced standing admission.

Degree Requirements

1. A 3.0 graduate GPA (including a B or better in field courses).
2. A passing score on the Social Work Comprehensive Examination.
3. Submission of a Graduation Application to the Registrar's Office by the deadline published each semester in the Schedule of Classes.

Program Scope and Sequence

The Master of Social Work program requires 36 to 60 semester hours of coursework. Thirty six-hours are required for advanced-standing students and sixty hours are required for foundation program students.

*Includes a one hour weekly seminar and 160 hours at a field agency.

**Includes a one hour weekly seminar and 240 hours at a field agency.

***Includes a one hour weekly seminar and 260 hours at field agency.

Foundation Courses

Note: At this time, Foundation courses are only offered at the Mesquite Metroplex Center.

- SWK 501 - Generalist Practice with Individuals, Families and Small Groups
- SWK 503 - Generalist Practice with Groups, Organizations and Communities
- SWK 511 - Human Behavior in the Social Environment I
- SWK 513 - Human Behavior in the Social Environment II
- SWK 521 - Foundation of Social Welfare Policy
- SWK 531 - Research for Practice
- SWK 541 - Social Justice for Oppressed Populations
- SWK 553 - Foundation Field Practicum ***

Concentration Courses

(Students who enter the program without a CSWE-accredited BSW must complete all foundation courses prior to enrolling in concentration courses. The social work elective can be taken at anytime.)

- SWK 505 - Advanced Generalist Practice with Individuals
- SWK 506 - Advanced Generalist Practice with Families
- SWK 507 - Organizations, Communities and Social Policy
- SWK 508 - Social Work Supervision and Administration
- SWK 509 - Advanced Generalist Practice with Small Groups
- SWK 510 - Clinical Practice in Mental Health
- SWK 555 - Advanced Generalist Practice Field Practicum **
- SWK 557 - Advanced Generalist Practice Field Practicum II *
- SWK 559 - Advanced Generalist Practice Field III **
- SWK 590 - Research Methods in Advanced Social Work Practice
- SWK 595 - Research Literature and Techniques
- SWK 597 - Special Topics

Non-degree

Applied Mathematics Minor

Satisfactory completion of 4 to 6 of the following courses will meet requirements for a minor in mathematics

- MATH 501 - Mathematical Statistics
- MATH 502 - Mathematical Statistics
- MATH 511 - Advanced Calculus
- MATH 512 - Advanced Calculus
- MATH 515 - Dynamical Systems
- MATH 517 - Calculus of Finite Differences
- MATH 531 - Introduction to Theory of Matrices
- MATH 536 - Cryptography
- MATH 537 - Theory of Numbers
- MATH 538 - Functions of a Complex Variable
- MATH 539 - Functions of a Complex Variable
- MATH 543 - Abstract Algebra
- MATH 544 - Abstract Algebra
- MATH 561 - Statistical Computing and Design of Experiments
- MATH 597 - Special Topics
- PHYS 517 - Principles of Mathematical Physics

History Minor

A minor in history at the master's level consists of four courses in history as approved by the departmental graduate adviser or the head of the department.

Music Minor

The music minor at the graduate level will include a minimum of 12 semester hours of graduate work in music. A comprehensive minor of 30 semester hours in music is available for doctoral degree students majoring in supervision, curriculum, and instruction. This program is recommended for junior and senior college teachers of music and for school supervisors. (See Doctor of Education in Supervision, Curriculum, and Instruction—Higher Education degree plan program, Department of Educational Leadership). A music minor (or its equivalent) at the undergraduate level constitutes the normal prerequisite for declaring a graduate minor in music.

Physics Minor

A physics minor is appropriate for several majors, including mathematics, chemistry, computer science, and technology. The digital electronics, signal processing, and microprocessor hardware courses are relevant particularly for computer science and telecommunications students.

A comprehensive minor in physics is available for doctoral degree students majoring in curriculum and instruction. This program is recommended for community and senior college teachers of science and for school supervisors. (See Doctor of Education degree program, Department of Curriculum and Instruction.)

Psychology Minor

Minors in psychology are available for students in all other master's and doctoral degree programs.

Sociology Minor

A minor in sociology is available to master's degree students majoring in other selected programs at A&M-Commerce.

Technology Management Minor

(15 Semester Hours)

Required Courses

- three graduate level courses from the Technology Management Track
or
- three graduate level courses from the Safety Management Track
- TMGT 590 - Technology Management Seminar I or
- TMGT 591 - Technology Management Seminar II
- TMGT 595 - Applied Research in Engineering and Technology

Specialist in School Psychology

School Psychology

Requirements for Admission to the Specialist in School Psychology Program

In addition to meeting the general university requirements for admission to the Graduate School, applicants to the SSP program must:

1. Have a grade point average of at least "B" (3.00) in the bachelor's degree program and/or B+ (3.50) in completed graduate course.
2. Submit scores for the quantitative, verbal, and analytical/writing sections of the GRE.
3. Submit a resume or vita.
4. Submit three letters of recommendation. Letters may be free-form or completed on standard forms. Letters should be completed by individuals who know the employment capabilities of the applicant.
5. Submit responses for essay questions. Each applicant is required to submit an answer to each of the following essay questions in 500 words or less.
 - Provide an autobiographical statement.
 - Describe your training and experience in working with diverse populations. Your discussion should describe the way in which diversity issues influence your interactions in the world.
 - Describe your research experience and interest.
 - Describe how you envision the program meeting your training goals and interest.
 - Describe your professional goals and aspirations for the future.

Specialist in School Psychology- 66 semester hours

Course Requirements

60 semester hours of required courses

- PSY 503 - Abnormal Psychology and Developmental Psychopathology
- PSY 506 - Professional School Psychology
- PSY 508 - Theory and Techniques of Applied Psychology
- PSY 515 - Neuromechanisms/Biological Bases of Behavior
- PSY 527 - Social and Cultural Bases of Behavior
- PSY 535 - Applied Behavior Analysis
- PSY 545 - Developmental Psychology
- PSY 572 - Psychological Assessment and Measurement
- PSY 573 - Intellectual Assessment I
- PSY 575 - Personality Assessment II
- PSY 612 - Psychological and Educational Statistics
- PSY 615 - Psychological Principles of Consultation
- PSY 620 - Introduction to Human Cognition
- PSY 635 - Advanced Behavioral and Academic Assessment and Intervention
- PSY 691 - Clinic Practicum in Psychology (6 semester hours)
- PSY 790 - Internship in School Psychology (6 semester hours)
- SPED 520 - Introduction to Exceptional Children
- SPED 586 - Inclusion: Strategies and Accommodations

Plus 6 semester hours from one the following options

Option I

Statistics and Research Methodologies

- SPED 595 - Research Literature and Techniques (3 semester hours)
- PSY 605 - Single Subject Designs (3 semester hours)

Or

Option II

Thesis

- PSY 518 - Thesis (6 semester hours)

Courses

ACCT 501 - Accounting for Managers

ACCT 502 - Financial Accounting

ACCT 521 - Advanced Accounting

ACCT 522 - Government and Not For Profit Accounting

ACCT 525 - Advanced Managerial Accounting

ACCT 527 - Auditing

ACCT 528 - Advanced Auditing

ACCT 529 - Accounting Information Systems

ACCT 530 - Business Ethics for Accountants

ACCT 538 - Individual Income Tax Accounting

ACCT 539 - Taxation for Decision Makers

ACCT 540 - Advanced Income Tax Accounting

ACCT 541 - Accounting Theory

ACCT 550 - Sales, Franchise, and Other Taxes

ACCT 551 - Advanced Issues in Taxes

ACCT 561 - Fraud Examination

ACCT 562 - Forensic and Investigative Accounting

ACCT 563 - Advanced Forensic Accounting

ACCT 564 - Practicum in Forensics

ACCT 568 - Business Law for Accountants

ACCT 575 - Financial Statement Analysis

ACCT 576 - Fundamentals of Financial Planning

ACCT 577 - Investment Planning

ACCT 588 - Independent Accounting Research

ACCT 589 - Independent Study

ACCT 595 - Accounting Research and Communication

ACCT 597 - Special Topics

AEC 540 - Advanced Theory of Demand and Price Analysis

AEC 550 - Market Organization and Structure

AEC 589 - Independent Study

AEC 597 - Special Topics

AFE 518 - Thesis

AFE 570 - Instructional Management

AFE 571 - Program Development

AFE 572 - Special Populations

AFE 573 - Practicum in Teaching

AFE 574 - Assessment and Evaluation

AFE 575 - Community Leadership and Development

AFE 576 - Models of Experiential Learning

AFE 577 - Coordinating Extension Programs

AFE 589 - Independent Study

AFE 595 - Research Literature & Techniques

AFE 597 - Special Topics

AG 505 - Experimental Design and Data Analysis

AG 506 - Laboratory in Statistical Analysis System

AG 518 - Thesis

AG 532 - Scientific Methodology in Agricultural Research

AG 595 - Research Literature and Techniques

AG 597 - Special Topics

AG 599 - Seminar

AGED 578 - Fitting and Showing Livestock

AGED 595 - Research Literature and Techniques

AMC 589 - Independent Study

AMC 597 - Special Topics

ANS 510 - Advanced Ultrasound Techniques for Body Composition in Livestock

ANS 511 - Advanced Reproductive Physiology

ANS 513 - Environmental Physiology of Domestic Animals

ANS 514 - Embryology of Domestic Animals

ANS 522 - Animal Breeding

ANS 535 - Advanced Principles of Livestock Management

ANS 589 - Independent Study

ANS 597 - Special Topics

ART 502 - Design Teaching Methods

ART 503 - Graduate Seminar

ART 506 - Design Teaching Environment

ART 529 - Workshop

ARTH 504 - Contemporary Issues

ARTH 506 - American Art and Architecture

ARTH 507 - History of Graphic Design

ARTH 508 - History of Advertising and Consumerism

ARTH 510 - Readings in Modern Art

ARTS 518 - Thesis

ARTS 524 - Studio Problems: Second Area

ARTS 525 - Special Problems: Studio Emphasis

ARTS 526 - Advanced Problems: Studio Emphasis

ARTS 530 - New Learning Context

ARTS 540 - Studio 1. Creative Methodologies

ARTS 541 - Studio 2. Design Education, Theory & Practice

ARTS 542 - Studio 3. Winning Audiences

ARTS 543 - Studio 4. Cross-Cultural Marketing

ARTS 544 - Studio 5. Design Research Methods

ARTS 545 - Studio 6. Thesis Topics

ARTS 546 - Studio 7. Design Grant Writing

ARTS 547 - Studio 8. Design Teaching Mentorship

ARTS 548 - Exhibition Development

ARTS 595 - Research Literature and Techniques

BA 501 - Quantitative Analysis for Managers

BA 530 - Ethical Issues in Organizations

BA 578 - Statistical Methods

BA 582 - Contemporary Business Issues

BA 589 - Independent Study

BA 595 - Applied Business Research

BA 597 - Special Topics

BLED 501 - Theoretical Foundations of Bilingual/ESL (English as a Second Language) Education

BLED 502 - Social and Academic Language Development for Bilingual Learners

BLED 503 - Bilingual Content Instruction

BLED 510 - Dual Language Assessment

BLED 512 - Social and Academic Language Development in English for Bilingual Learners

BLED 513 - Advanced Sheltered Content Area Instruction

BLED 529 - Workshop in Bilingual/ESL Education

BLED 690 - Seminar in Bilingual/ESL (English as a Second Language) Education

BSC 500 - Graduate Seminar

BSC 504 - Advanced Quantitative Biology

BSC 505 - Methods in Field Ecology

BSC 512 - Ecological Genetics

BSC 513 - Genetic Analysis and Investigation

BSC 514 - Pharmacology - Principles and Practise

BSC 515 - Advanced Cell Biology

BSC 516 - Pathogenic Microbiology

BSC 518 - Thesis

BSC 519 - Vertebrate Endocrinology

BSC 520 - Advanced Immunology

BSC 522 - Reproductive Physiology

BSC 524 - Toxicology

BSC 525 - Advanced Neuroscience

BSC 526 - Developmental Biology

BSC 530 - Virology

BSC 531 - Environmental Biology

BSC 532 - Advanced Behavioral Ecology

BSC 533 - Invertebrate Zoology

BSC 534 - Vertebrate Zoology

BSC 535 - Evolution

BSC 536 - Plant Diversity and Conservation

BSC 537 - Wildlife-Habitat Relationships

BSC 589 - Independent Study .

BSC 595 - Research Literature and Techniques

BSC 597 - Special Topics

CHEM 501 - Graduate Seminar

CHEM 502 - Laboratory Safety

CHEM 513 - Organic Mechanism and Structure

CHEM 514 - Biochemistry

CHEM 515 - Synthetic Organic Transformations

CHEM 518 - Thesis

CHEM 521 - Chemical Thermodynamics

CHEM 522 - Quantum Chemistry

CHEM 527 - Chemical and Biochemical Characterization Methods I

CHEM 528 - Chemical and Biochemical Characterization Methods II

CHEM 529 - Workshop in Chemistry

CHEM 531 - Advanced Inorganic Chemistry

CHEM 533 - Chemical Kinetics and Reaction Mechanisms

CHEM 536 - Organometallic Chemistry

CHEM 541 - Advanced Analytical Chemistry

CHEM 547 - Advanced Instrumental Analysis I

CHEM 548 - Advanced Instrumental Analysis II

CHEM 581 - Nuclear Science

CHEM 589 - Independent Studies in Chemistry and Biochemistry

CHEM 595 - Research Literature and Techniques

CHEM 597 - Special Topics in Chemistry and Biochemistry

CJ 501 - Seminar in Policing and Law Enforcement

CJ 505 - Terrorism

CJ 514 - Family Violence

CJ 517 - Teaching Sociology and Criminal Justice

CJ 518 - Thesis

CJ 520 - Criminal Justice Administration and Management

CJ 530 - Seminar in Criminology

CJ 531 - Issues in Criminal Law and Courts

CJ 565 - Offender Reentry

CJ 568 - Seminar in Corrections

CJ 575 - Research Methods in Criminal Justice

CJ 576 - Data Analysis and Interpretation

CJ 577 - Criminal Justice Planning and Evaluation

CJ 583 - Criminal Justice Policy

CJ 595 - Research Literature and Techniques

CJ 597 - Special Topics

COUN 501 - Introduction to the Counseling Profession

COUN 510 - Counseling Theories and Techniques

COUN 512 - Career Development

COUN 513 - Communication in Marriage

COUN 514 - School Counseling and Development

COUN 516 - Pre-Practicum

COUN 517 - Assessment in Counseling

COUN 522 - Counseling Diverse Populations

COUN 528 - Introduction to Group Dynamics and Procedures

COUN 530 - Community Counseling

COUN 534 - Counseling Children and Adolescents

COUN 539 - Introduction to Play Therapy

COUN 545 - Developmental Issues and Strategies in Counseling

COUN 549 - Ethics in Professional Counseling

COUN 551 - Practicum

COUN 552 - Internship

COUN 560 - Crisis Intervention: Theory and Practice

COUN 564 - Family Crises and Resources

COUN 580 - Chemical Dependency in Perspective

COUN 581 - Assessment and Treatment of Chemical Dependency

COUN 589 - Independent Study

COUN 590 - Legal Issues in College Student Affairs

COUN 595 - Research Literature and Techniques

COUN 597 - Special Topics

COUN 606 - Student Affairs Services in Higher Education

COUN 607 - The Contemporary College Student

COUN 610 - Advanced Counseling Theories and Techniques

COUN 611 - Introduction to Marriage and Family Counseling/Therapy

COUN 612 - Advanced Seminar in Marriage and Family Counseling/Therapy

COUN 613 - Advanced Statistical Techniques

COUN 614 - Counseling Strategies for Parent-Child Relationships

COUN 615 - Marital Counseling/Therapy

COUN 620 - Supervision in Counseling and Human Development

COUN 621 - Psycho educational Consulting and Program Evaluation

COUN 622 - Advanced Seminar in Counseling Diverse Populations

COUN 623 - Race, Class, and Gender Issues in Counseling

COUN 625 - Research Application

COUN 650 - Instructional Theory and Methods in Counselor Education

COUN 660 - Doctoral Field Experience

COUN 689 - Independent Study

COUN 690 - Practicum in Qualitative Research

COUN 695 - Research Methodology

COUN 717 - Ethics and Professional Development

COUN 718 - Doctoral Dissertation

CSCI 504 - Introduction to Computer Applications

CSCI 505 - Internship

CSCI 506 - Introduction to Visual Basic Programming

CSCI 510 - Graphic Visualization

CSCI 514 - Internet Development

CSCI 515 - Fundamentals of Programming

CSCI 516 - Fundamental Concepts in Computing and Machine Organization

CSCI 518 - Thesis

CSCI 520 - Information Structure and Algorithm Analysis

CSCI 524 - Analysis and Design of Software Systems

CSCI 525 - Networking I—Local Area Networks

CSCI 526 - Database Systems

CSCI 527 - Advanced Databases

CSCI 528 - Object-Oriented Methods

CSCI 530 - Operating Systems

CSCI 531 - Java Language Programming

CSCI 532 - Algorithm Design

CSCI 533 - Applied Computer Algorithms

CSCI 534 - Networking II Routers

CSCI 535 - Electronic Commerce

CSCI 536 - Computer Graphics

CSCI 537 - Introduction to Graphical Rendering

CSCI 538 - Artificial Intelligence

CSCI 539 - Expert Systems

CSCI 540 - Computer Architecture

CSCI 542 - Microcomputer Instrumentation and Control

CSCI 543 - UNIX Network Administration

CSCI 549 - Automata Theory

CSCI 552 - Advanced Micro-controller Electronics

CSCI 553 - Networking III—UNIX Based Networks

CSCI 555 - Compilers

CSCI 558 - Applied Computational Science

CSCI 560 - Neural Networks

CSCI 562 - Signal Processing

CSCI 563 - Fundamentals of Information Security and Assurance

CSCI 567 - Image Processing with Applications

CSCI 568 - Cryptography

CSCI 572 - Parallel Computing

CSCI 581 - Computer and Network Security

CSCI 587 - Secure Protocols

CSCI 589 - Independent Study

CSCI 595 - Research Literature and Techniques

CSCI 597 - Special Topics

ECE 529 - Workshop in Early Childhood Education

ECE 535 - Math Science and Social Studies Curriculum

ECE 536 - Literacy Development in the Early Years

ECE 537 - Creative Expression in the Arts

ECE 538 - Classroom Management for Teachers

ECE 548 - Designing Inquiry-Based Learning

ECE 560 - Early Childhood Curriculum Design

ECE 561 - Foundations in Early Childhood Education

ECE 563 - Early Childhood Development

ECE 566 - Early Childhood Environments

ECE 575 - Advocacy, Family, & Community Collaboration

ECE 589 - Independent Study in Early Childhood Education

ECE 597 - Special Topic: Early Childhood Education

ECE 634 - History and Philosophy of Early Childhood Education

ECE 648 - Leadership in Early Childhood Education

ECE 659 - Trends and Issues in Early Childhood Education

ECE 663 - Seminar in Research in Early Childhood Education

ECE 675 - Parent Partnerships and Family Literacy

ECE 682 - Assessment in Early Childhood Education

ECE 689 - Independent Study in Early Childhood Education

ECE 697 - Special Topics Seminar in Early Childhood Education

ECO 501 - Economics for Decision Makers

ECO 518 - Thesis

ECO 528 - International Economic Problems

ECO 533 - Applied Economic and Financial Forecasting

ECO 552 - Economics for Public Policy

ECO 562 - Managerial Economics

ECO 572 - Monetary Theory

ECO 576 - Macroeconomic Theory and Policy

ECO 589 - Independent Study

ECO 597 - Special Topics

EDAD 508 - Facilitating Learning for Diverse Students

EDAD 524 - Law and Policy in Instruction

EDAD 554 - Leading the Learning Community

EDAD 574 - Developing Quality Instructional Programs

EDAD 594 - Navigating the Political Dynamics of Education

EDAD 595 - Using Research for Best Practices

EDAD 597 - Special Topics

EDAD 601 - Foundations of Educational Administration

EDAD 602 - Communicating for Effective Learning

EDAD 607 - Using Evaluation and Data to Improve Learning

EDAD 610 - Leading Learning Communities Practicum

EDAD 611 - School District CEO Leadership: The Internship

EDAD 612 - Examining Issues and Trends in School Leadership

EDAD 614 - Leading Learning Communities Internship

EDAD 615 - Leading Effective Schools

EDAD 618 - Exploring Educational Issues Colloquium

EDAD 619 - Designing Curriculum

EDAD 620 - School District Instructional Leadership: Human Resources

EDAD 622 - Leading and Managing Organizational Change for Improvement

EDAD 623 - Allocating Resources for Effective Learning

EDAD 626 - Using the Law in Educational Practice

EDAD 627 - School District Organizational Leadership: Finance

EDAD 628 - School District CEO Leadership: The Superintendency

EDAD 634 - Examining the Dynamics of Change and Conflict Resolution in Educational Systems

EDAD 636 - Economics of Education

EDAD 637 - Advanced Organizational Behavior in Education

EDAD 639 - Educational Program Evaluation for School Leaders

EDAD 641 - School District Instructional Leadership: Curriculum

EDAD 647 - Ethics and Philosophy of Educational Administration

EDAD 651 - School District Organizational Leadership: Facilities

EDAD 652 - Enhancing School Performance Through Effective Public and Community Relations

EDAD 656 - Building Capacity for Powerful Learning

EDAD 658 - School Crisis Leadership

EDAD 671 - Governance and Politics of Educational Organizations

EDAD 689 - Independent Study

EDAD 695 - Research Methodology

EDAD 697 - Special Topics

EDAD 698 - Qualitative Research Methods

EDAD 699 - Resident Doctoral Seminar

EDAD 718 - Doctoral Dissertation

EDCI 500 - Issues in Education

EDCI 502 - Strategies for Teaching the At-Risk Student

EDCI 506 - The Nature and Needs of Gifted Students

EDCI 507 - Teaching Strategies and the Gifted/Talented

EDCI 508 - Curriculum Development for the Gifted Student

EDCI 509 - Seminar: Trends and Issues in Gifted Education

EDCI 518 - Thesis

EDCI 529 - Workshop in Curriculum and Instruction

EDCI 535 - Leadership and Supervision Schools

EDCI 538 - Classroom Management for Teachers

EDCI 559 - Diversity and Equity in Education

EDCI 566 - Practicum in Education

EDCI 589 - Independent Study

EDCI 595 - Research Literature and Techniques

EDCI 597 - Special Topics

EDCI 651 - Curricula and Instructional Design

EDCI 652 - Research on the Learner

EDCI 655 - Assessment of Learning and the Learner

EDCI 657 - Content Area Literacy

EDCI 658 - Process Writing in the Elementary School

EDCI 659 - Professional Writing

EDCI 687 - Sociocultural Inquiry in Curriculum and Instruction

EDCI 689 - Independent Study

EDCI 690 - Seminar in Education

EDCI 691 - Mind, Brain, and Education

EDCI 695 - Research Methods

EDCI 696 - Application of Research Methods

EDCI 697 - Special Topics

EDCI 698 - Advanced Research Design

EDCI 699 - Statistics: Content, Process, Application

EDCI 718 - Doctoral Dissertation

EDUC 510 - Using Effective Instructional Technologies

EDUC 511 - Managing the Instructional Environment

EDUC 514 - Generational Issues in Global Education

EDUC 515 - Intercultural Education

EDUC 516 - Fundamentals of Active Engagement

EDUC 518 - Thesis

EDUC 522 - Career Technology

EDUC 523 - Internship

EDUC 525 - Human Relations in Global E-Learning

EDUC 528 - Intro to Presentation Design

EDUC 548 - Designing and Evaluating Curriculum

EDUC 552 - Going Global

EDUC 553 - Transformational Global Leadership

EDUC 554 - Theories of Adult Learning

EDUC 556 - Survey Design and Evaluation

EDUC 560 - Organizing and Implementing Work-Based Learning

EDUC 570 - Seminar in Global Education

EDUC 579 - History and Principles of Career and Technology Education

EDUC 589 - Independent Study

EDUC 597 - Special Topics

ELED 501 - Language Acquisition and Development in Early Childhood

ELED 512 - Effective Teaching and Professional Growth

ELED 514 - Management and Curriculum Development for Diverse Learners

ELED 515 - Effective Teaching in a Diverse Environment

ELED 522 - Induction Year Seminar for Elementary/Middle School Teachers

ELED 523 - Internship in Elementary/Middle Schools

ELED 524 - Language Arts Curriculum for Grade One Through Eight

ELED 529 - Workshop in Elementary Education

ELED 530 - Mathematics Curriculum for Grades One Through Eight

ELED 545 - Issues in the Development of the Elementary Curriculum

ELED 557 - Social Studies Curriculum for Grades One Through Eight

ELED 558 - Science Curriculum for Grades One Through Eight

ELED 589 - Independent Study

ELED 597 - Special Topics

ENG 501 - Structure of the English Language

ENG 503 - Multicultural Literature and Languages

ENG 504 - Picture Books, Graphic Narrative, and the Art of Images

ENG 505 - The Invention of Children's Literature and Childhood

ENG 506 - Problems in Adolescent Literature

ENG 507 - Narrative Transformations in Literature of Children and Adolescents

ENG 508 - Constructing Reality and Reconstructing History in Children's and Adolescent Literature

ENG 509 - Literary Genres

ENG 510 - Introduction to Film Studies

ENG 513 - Learning Through Composing

ENG 515 - History and Theory of Rhetoric

ENG 516 - Early American Literature

ENG 518 - Thesis

ENG 519 - American Literature in Transition: From Civil to World Wars

ENG 520 - Approaches to Critical Theory

ENG 521 - American Modernities

ENG 522 - Major Figures in American Literature

ENG 525 - Contemporary Literature

ENG 526 - Studies in Shakespeare

ENG 527 - Antebellum American Literature

ENG 529 - Workshop for Public School Teachers

ENG 530 - History of Narrative Film

ENG 531 - Major Figures and Movements in British Literature

ENG 534 - Medieval and Renaissance British Literature

ENG 536 - The Age of Reason

ENG 537 - Modern Transformations: British and Irish Literature

ENG 540 - Development of the British Novel

ENG 555 - General Linguistics

ENG 557 - Teaching English as a Second Language

ENG 558 - Sociolinguistics

ENG 559 - Language and Culture in the Classroom

ENG 562 - Psycholinguistics

ENG 563 - Creative and Scholarly Publishing

ENG 570 - Strategies in Composition

ENG 578 - Workshop on Writing

ENG 579 - Style and Stylistics

ENG 585 - Workshop on Writing: Forms and Genres

ENG 589 - Independent Study

ENG 595 - Research Literature and Techniques

ENG 596 - Practicum in TESOL

ENG 599 - Bibliography and Methods of Research

ENG 610 - Studies in Film Genres

ENG 615 - Professing English

ENG 620 - Adaptation: Film, Literature, and other Influences

ENG 675 - Colloquium: Teaching College Reading and Writing

ENG 677 - Theory and Practice of Argumentative Discourse

ENG 680 - Reading Theory for College English Teachers

ENG 689 - Independent Study

ENG 697 - Special Topics

ENG 710 - Film Theory and Criticism

ENG 718 - Doctoral Dissertation

ENG 720 - Special Topics in Film Study

ENG 771 - Theory and Practice of Teaching Reading and Writing in College

ENG 775 - Teaching of Literature in College

ENG 776 - Approaches to the Teaching of Writing

ENG 780 - Texts and Genders

ENG 781 - Major Figures in World Literature

ENVS 502 - Phase I Environmental Site Assessment

ENVS 503 - Environmental Law, Regulation, and Ethics

ENVS 505 - Hydrology

ENVS 506 - Renewable Energy Resources

ENVS 508 - Environmental Remediation

ENVS 509 - Environmental Science Seminar

ENVS 517 - Geographic Information Systems (GIS).

ENVS 597 - Special Topics in Environmental Science

ETEC 522 - Internship/Practicum

ETEC 524 - Introduction to Educational Technology

ETEC 525 - Web mastering for Education and Training

ETEC 526 - Empowering Schools with Technology

ETEC 527 - Technologies for Instructional Delivery

ETEC 544 - Computer Operating Systems for Educators

ETEC 557 - Integrating Technology Throughout the Curriculum

ETEC 561 - Learning and Technology

ETEC 562 - Applying Instructional Media and Technology

ETEC 567 - Multi-Media Production

ETEC 578 - Instructional Design and Development

ETEC 579 - Administration of Media Technology Programs

ETEC 581 - Digital Video and Audio Production and Applications for Instructional Settings

ETEC 587 - Advanced Technology Applications

ETEC 588 - Issues in Educational Technology and Technological Change

ETEC 589 - Independent Study

ETEC 591 - Distance Education Design and Implementation

ETEC 594 - E-Research Issues and Strategies

ETEC 597 - Special Topics

FDSC 510 - Grape and Wine Chemistry

FDSC 519 - Natural Products of Wine

FDSC 523 - Instrumental Analysis of Must and Wine

FDSC 525 - Wine Microbiology

FDSC 535 - Winery Management

FDSC 563 - Grape Development and Composition

FDSC 589 - Independent Study

FDSC 597 - Special Topics

FIN 501 - Finance for Decision Makers

FIN 504 - Financial Management

FIN 510 - Investment Seminar

FIN 512 - Advanced Security Analysis and Portfolio Management

FIN 533 - Applied Economic and Financial Forecasting

FIN 570 - Financial Markets, Institutions and Instruments

FIN 571 - International Business Finance

FIN 589 - Independent Study

FIN 597 - Special Topics

FLL 501 - French for Reading I

FLL 502 - French for Reading II

FLL 505 - Oral Skills for International Graduate Students/TAs

FLL 506 - Special Topics for International Graduate Students, TAs

FLL 511 - Teaching a Second Language

FLL 512 - Spanish Grammar Review and its Teaching

FLL 543 - Teaching Approaches to Spanish Sociolinguistics

FLL 544 - Spanish Language Curriculum Design

FLL 549 - Spanish Phonetics in the Classroom

FLL 589 - Independent Study

FLL 597 - Special Topics

FLL 599 - Bibliography and Methods of Research

HHPH 510 - Curriculum Construction in Health and Kinesiology

HHPH 512 - Health Protection

HHPH 516 - Interdisciplinary Topics in Health and Human Performance

HHPH 518 - Thesis

HHPH 529 - Workshop

HHPH 531 - Nutrition and Optimal Performance

HHPH 537 - Internship in Health Promotion

HHPH 544 - Health Promotion Administration and Management

HHPH 547 - Health Psychology

HHPH 550 - Health Promotion with Special Populations

HHPH 585 - Program Design in Health Promotion

HHPH 589 - Independent Study

HHPH 590 - Health and Kinesiology: Teaching Design, Strategies, and Assessment

HHPH 591 - Seminar

HHPH 595 - Critiquing & Conducting Research

HHPH 597 - Special Topics in Health Education

HHPH 660 - Global Health Issues

HHPH 664 - Health-Related Fitness Testing and Exercise Prescriptions

HHPK 510 - Curriculum Construction in Health and Kinesiology

HHPK 514 - Organization of the Elementary School Physical Education Program

HHPK 516 - Interdisciplinary Topics in Health and Human Performance

HHPK 518 - Thesis

HHPK 519 - Research Methods in Human Performance

HHPK 520 - Psychology of Motor Learning

HHPK 529 - Workshop

HHPK 530 - Sports Conditioning

HHPK 532 - Cardiopulmonary Physiology

HHPK 533 - Stress Testing and Electrocardiography

HHPK 534 - Exercise in Health and Disease

HHPK 535 - Advanced Exercise Physiology

HHPK 536 - Adapted Kinesiology

HHPK 537 - Internship in Exercise Physiology

HHPK 538 - Exercise Metabolism

HHPK 540 - Supervision in Health and Kinesiology

HHPK 560 - Motor Development Issues

HHPK 589 - Independent Study

HHPK 590 - Health and Kinesiology: Teaching Design, Strategies, and Assessment

HHPK 591 - Seminar

HHPK 593 - Biomechanics

HHPK 595 - Critiquing and Conducting Research

HHPK 617 - Statistical Procedures for Health and Human Performance

HHPK 664 - Health-Related Fitness Testing and Exercise Prescriptions

HHPK 675 - Internship and Colloquium

HHPK 676 - Internship and Colloquium

HHPS 520 - Governance and Ethics in Sport

HHPS 521 - Finance and Economics in Sport

HHPS 525 - Marketing and Public Relations in Sports

HHPS 530 - Sport Psychology

HHPS 535 - Sport Sociology

HHPS 537 - Internship in Sport Studies

HHPS 539 - Sport Law

HHPS 541 - Outdoor Education for Teachers in Secondary Schools

HHPS 564 - Facilities and Equipment in Kinesiology and Sport

HHPS 584 - Administration in Sport and Recreation Programs

HHPS 589 - Independent Study

HHPS 594 - Leadership in Sport and Recreation

HIED 518 - Thesis

HIED 528 - Philosophy of Education

HIED 540 - The American Community College

HIED 541 - The Community College Curriculum

HIED 542 - Analysis of Teaching in Higher Education

HIED 543 - Issues in Adult and Developmental Education

HIED 589 - Independent Study

HIED 595 - Research Literature and Methods

HIED 597 - Special Topics

HIED 617 - Statistical Procedures for Education and Research

HIED 621 - Effective Teaching and Learning in Higher Education

HIED 622 - Internship

HIED 627 - History of Higher Education in the United States

HIED 628 - Survey of Developmental Education

HIED 637 - Institutional Effectiveness and Outcomes Assessment

HIED 640 - Policymaking in Higher Education

HIED 650 - Advanced Practicum in Supervision and Curriculum

HIED 651 - Curriculum Development in Higher Education

HIED 653 - Fundamental Theories in Community College Instructional Leadership

HIED 654 - Seminar in Instructional Leadership

HIED 655 - Issues in Higher Education

HIED 656 - Higher Education and the Law

HIED 657 - Organization and Governance in Higher Education

HIED 658 - Administration of Student Affairs in Higher Education

HIED 659 - Higher Education Finance

HIED 689 - Independent Study

HIED 695 - Research Methods

HIED 696 - Advanced Research Methodology: Interpretive Inquiry

HIED 697 - Special Topics

HIED 698 - Advanced Qualitative Research

HIED 710 - Research Colloquium

HIED 718 - Doctoral Dissertation

HIST 518 - Thesis

HIST 520 - Topics in World/Comparative History

HIST 521 - Colloquium in Latin American History

HIST 540 - Seminar in European History

HIST 542 - Colloquium in Medieval European History

HIST 543 - Colloquium in Early Modern European History

HIST 544 - Colloquium in Modern European History

HIST 550 - Seminar in American History

HIST 551 - Colloquium in Colonial North American History

HIST 552 - Colloquium in Revolutionary American History

HIST 553 - Colloquium in U.S. History, 1850-1920

HIST 554 - Colloquium in U.S. History from 1920

HIST 555 - Seminar in History for Middle and High School Education

HIST 589 - Independent Study

HIST 590 - Historiography and Historical Theory

HIST 591 - Historical Methods

HIST 595 - Research Literature and Techniques

HIST 597 - Special Topics

LIS 512 - Information, Reference and Mediographic Services

LIS 515 - Cataloging and Classification

LIS 524 - Developing General and Specialized Collections

LIS 527 - Books and Related Materials for Children and Young Adults

LIS 540 - Administration of School Libraries

LIS 550 - Practicum in a Library Media Center

LIS 557 - Technology Integration for School Librarians

LIS 597 - Special Topics

MATH 500 - Discrete Mathematics

MATH 501 - Mathematical Statistics

MATH 502 - Mathematical Statistics

MATH 511 - Advanced Calculus

MATH 512 - Advanced Calculus

MATH 515 - Dynamical Systems

MATH 517 - Calculus of Finite Differences

MATH 518 - Thesis

MATH 529 - Workshop in School Mathematics

MATH 531 - Introduction to Theory of Matrices

MATH 536 - Cryptography

MATH 537 - Theory of Numbers

MATH 538 - Functions of a Complex Variable

MATH 539 - Functions of a Complex Variable

MATH 543 - Abstract Algebra

MATH 544 - Abstract Algebra

MATH 560 - Euclidean and nonEuclidean geometry for teachers

MATH 561 - Statistical Computing and Design of Experiments

MATH 563 - Image Processing with Applications

MATH 571 - Higher Order Approximations for Teachers

MATH 572 - Modern Applications of Mathematics for Teachers

MATH 573 - Calculus of Real and Complex Functions for Teachers

MATH 580 - Topics from the History of Mathematics

MATH 595 - Research Literature and Techniques

MATH 597 - Special Topics

MGT 501 - Operations and Organizations

MGT 502 - Human Behavior in Organizations

MGT 518 - Thesis

MGT 522 - Electronic Commerce

MGT 527 - Strategic Management

MGT 528 - Current Issues in Strategic Management

MGT 537 - Strategic Management of Electronic Commerce

MGT 567 - Managing Groups and Teams

MGT 581 - Entrepreneurship

MGT 583 - Seminar in Leadership

MGT 585 - Management Skills Development

MGT 586 - Managing at the Edge

MGT 587 - Executive Development

MGT 589 - Independent Study

MGT 590 - Global Competitiveness

MGT 591 - Quality Management Concepts and Tools

MGT 592 - Current Issues in Human Resource Management

MGT 594 - Transforming Organizations

MGT 596 - New Business Ventures

MGT 597 - Special Topics

MIS 502 - Business Information Systems

MIS 521 - Information Systems Project Management

MIS 522 - Business Process Analysis and Design

MIS 523 - Programming Logic

MIS 524 - Telecommunications, Networking, and Security

MIS 526 - Data Base Management

MIS 532 - Data Warehousing

MIS 533 - Foundations of Security

MIS 534 - Management of Security

MIS 537 - Introduction Business Intelligence

MIS 538 - Introduction to Data Mining

MIS 539 - Information Systems Strategy

MIS 540 - Strategic and Global Information Systems

MIS 579 - Quantitative Methods

MIS 597 - Special Topics

MKT 501 - Marketing Environment

MKT 521 - Marketing Management

MKT 545 - Small Business Brand Management

MKT 567 - Consumer Marketing

MKT 568 - Advertising and Promotion

MKT 571 - Business-to-Business Marketing

MKT 572 - Seminar in Marketing Research

MKT 573 - Internet Marketing

MKT 574 - Customer Relationship Management

MKT 586 - International Marketing

MKT 589 - Independent Study

MKT 597 - Special Topics

MKT 599 - Internship in Electronic Commerce

MTE 520 - Foundations of Complex Analysis

MTE 530 - Foundations of Mathematics

MTE 550 - Foundations of Abstract Algebra

MTE 560 - Foundations of Euclidean Geometry

MTE 597 - Special Topics

MUS 505 - Advanced Theory

MUS 513 - Advanced Choral Conducting

MUS 514 - Advanced Instrumental Conducting

MUS 517 - Advanced Analysis

MUS 522 - Music of the Baroque Era

MUS 523 - Music of the Classic Era

MUS 524 - Music of the Romantic Era

MUS 525 - Music of the Twentieth Century

MUS 526 - Music Literature and Repertoire

MUS 529 - Workshop

MUS 531 - Pedagogy

MUS 532 - Seminar in Theory

MUS 536 - Architecture-Music-Philosophy

MUS 550 - Seminar in Music Education

MUS 551 - Applied Music(Minor applied)

MUS 552 - Applied Music(Principal applied)

MUS 589 - Independent Study

MUS 595 - Research Literature and Techniques

PHYS 501 - Graduate Seminar

PHYS 511 - Introduction to Theoretical Mechanics

PHYS 512 - Classical Electricity and Magnetism

PHYS 514 - Statistical Physics

PHYS 517 - Principles of Mathematical Physics

PHYS 518 - Research Leading to the Master's Thesis

PHYS 520 - Introduction to Quantum Mechanics

PHYS 521 - Introduction to Solid State Physics

PHYS 523 - Advanced Atomic Physics

PHYS 524 - Surface Physics

PHYS 526 - Modern Physics

PHYS 529 - Science Workshop

PHYS 531 - Physical Science for Teachers

PHYS 532 - Electricity and Magnetism for Teachers

PHYS 542 - Advanced Instrument & Control

PHYS 550 - Nuclear Astrophysics

PHYS 552 - Advanced Micro Electronics

PHYS 561 - Astronomy Problems

PHYS 562 - Signal Processing

PHYS 572 - Parallel Computing

PHYS 589 - Independent Study

PHYS 595 - Research Literature and Techniques

PHYS 597 - Special Topics

PLS 500 - Soil Fertility

PLS 501 - Agricultural and Biological Instrumentation

PLS 502 - Advanced Crop Physiology

PLS 515 - Pasture Management

PLS 597 - Special Topics

PSCI 502 - Research, Concepts and Approaches in Political Science

PSCI 503 - Proseminar in Comparative Politics

PSCI 504 - Area Studies in Comparative Politics

PSCI 505 - Topics in Comparative Politics

PSCI 506 - Proseminar in International Relations

PSCI 507 - Selected Topics in International Relations

PSCI 508 - Foreign Policy

PSCI 509 - Proseminar in American Government and Politics

PSCI 510 - Seminar in American Political Behavior

PSCI 511 - Seminar in American Political Institutions

PSCI 512 - Qualitative Research Methods

PSCI 513 - Proseminar in Political Theory

PSCI 518 - Thesis

PSCI 589 - Independent Study

PSCI 595 - Research Project

PSCI 597 - Special Topics

PSY 500 - Cognition, Learning, and Development

PSY 502 - Theories of Personality for Psychotherapy and for Psychological Counseling

PSY 503 - Abnormal Psychology and Developmental Psychopathology

PSY 505 - Introduction to Educational Psychology

PSY 506 - Professional School Psychology

PSY 507 - Pharmaco-Therapy

PSY 508 - Theory and Techniques of Applied Psychology

PSY 509 - History and Systems of Psychology

PSY 511 - Cognitive Science

PSY 514 - Theories of Human Learning

PSY 515 - Neuromechanisms/Biological Bases of Behavior

PSY 517 - Introduction to Human-Computer Interaction Design

PSY 518 - Thesis

PSY 521 - Research Design

PSY 527 - Social and Cultural Bases of Behavior

PSY 535 - Applied Behavior Analysis

PSY 536 - Hypnosis Applications

PSY 539 - Forensic Psychology

PSY 545 - Developmental Psychology

PSY 572 - Psychological Assessment and Measurement

PSY 573 - Intellectual Assessment I

PSY 575 - Personality Assessment II

PSY 576 - Psychological Assessment of Children and Adolescents

PSY 589 - Independent Study

PSY 592 - Group Psychotherapy

PSY 593 - Health Psychology

PSY 594 - Ethical Issues in Organizations

PSY 595 - Research Literature and Techniques

PSY 597 - Special Topics

PSY 598 - Psychology of Gerontology

PSY 601 - Perception

PSY 605 - Single Subject Designs

PSY 610 - Nonparametric Statistics

PSY 612 - Psychological and Educational Statistics

PSY 615 - Psychological Principles of Consultation

PSY 618 - Group Dynamics: Understanding and Working in Groups

PSY 620 - Introduction to Human Cognition

PSY 621 - Advanced Cognition

PSY 622 - Research and Design

PSY 625 - Cognition and Instruction I

PSY 626 - Cognition and Instruction II

PSY 627 - Social Cognition

PSY 630 - Rorschach and Projectives

PSY 635 - Advanced Behavioral and Academic Assessment and Intervention

PSY 661 - Organizational Change and Improvement

PSY 670 - Multivariate Statistics

PSY 671 - Advanced Tests and Measurements

PSY 672 - Multicultural Issues and Diversity in Assessment and Therapy

PSY 674 - Special Topics in Clinical Psychology

PSY 675 - Seminar in Advanced Topics in Educational Psychology

PSY 679 - Program Evaluation

PSY 680 - Professional Development

PSY 681 - Intermediate Statistics

PSY 689 - Independent Study

PSY 691 - Clinic Practicum in Psychology

PSY 695 - Research Methodology

PSY 718 - Doctoral Dissertation

PSY 790 - Internship in School Psychology

PSY 791 - Internship in Psychology

RDG 515 - Reading and Learning in Content Areas

RDG 516 - Foundations of Reading Instruction

RDG 520 - Literacy and Instruction I

RDG 521 - Literacy and Instruction II

RDG 523 - Promoting Literacy Through Language Acquisition and Development

RDG 528 - Integrating Writing in the Literacy Program

RDG 529 - Workshop in Reading

RDG 540 - Prescriptive Reading in Content Area Classroom

RDG 550 - Language and Literacy Development

RDG 560 - Literacy Assessment

RDG 562 - Critical Issues in Literacy Education

RDG 567 - Practicum in Organizing for Effective Literacy Instruction in Elementary, Middle, and High School

RDG 571 - Reading Recovery I

RDG 572 - Reading Recovery II

RDG 573 - Descubriendo La Lectura® I

RDG 574 - Descubriendo La Lectura® II

RDG 589 - Independent Study

RDG 597 - Special Topics

RDG 640 - Seminar in Research

RDG 650 - Child, Young Adult, & Multicult Lit: History, Pedagogy, and Technology

RDG 667 - The Reading Process: Theories and Implications

RDG 689 - Independent Study in Reading

RDG 690 - Seminar in Reading Education

RDG 692 - Learning to Read: From Research to Best Practice

SED 500 - Issues in Education

SED 501 - Induction Year Seminar for Secondary School Teachers

SED 513 - The Secondary School Curriculum

SED 514 - Management and Curriculum Development for Diverse Learners

SED 515 - Effective Teaching in a Diverse Environment

SED 516 - Educational Research for Effective Teaching

SED 517 - Reading and Learning in Content Areas

SED 518 - Thesis

SED 521 - Models of Teaching in the Secondary School

SED 528 - Philosophy of Education

SED 529 - Workshop

SED 559 - Diversity and Equity in Education

SED 589 - Independent Study

SED 597 - Special Topics

SED 614 - Supervision in Education

SED 632 - Secondary Curriculum Problems and Trends

SED 690 - Seminar in Reading Education

SED 692 - Learning to Read: From Research to Best Practice

SED 697 - Special Topics

SMGT 521 - Ergonomics

SMGT 522 - Human Risk Management

SMGT 523 - Industrial Hygiene and Safety Management

SMGT 524 - System Safety

SMGT 527 - Life Safety and Hazard Control

SMGT 528 - Legal Aspects of Occupational and Environmental Health

SOC 504 - Studies in Contemporary Sociology

SOC 512 - Sociological Perspectives on Marriage and the Family

SOC 514 - Family Violence

SOC 515 - Medical Sociology

SOC 516 - Sociology of Education

SOC 517 - Teaching Sociology and Criminal Justice

SOC 518 - Thesis

SOC 535 - Readings in Sociology

SOC 553 - American Subcultural Groups

SOC 572 - Classical Sociological Theory

SOC 573 - Contemporary Sociological Theory

SOC 575 - Advanced Research Methodology

SOC 576 - Data Analysis in the Social Sciences

SOC 589 - Independent Study

SOC 595 - Research Literature and Techniques

SOC 597 - Special Topics

SPA 503 - Stylistics and Literary Theory

SPA 505 - Children's and Adolescent Literature in Spanish

SPA 512 - Spanish Grammar Review and its Teaching

SPA 516 - Contemporary Latin American Literature

SPA 535 - Latin Am Lit 18 & 19 Cent.

SPA 543 - Teaching Approaches to Spanish Sociolinguistics

SPA 544 - Spanish Language Curriculum Design

SPA 545 - Teaching Spanish through Film

SPA 549 - Spanish Phonetics in the Classroom

SPA 550 - Spanish Literature of the Golden Age

SPA 555 - Spanish Medieval Literature

SPA 560 - Colonial Literature

SPA 575 - Contemporary Peninsular Literature

SPA 576 - Spanish Literature of the Eighteenth and Nineteenth Centuries

SPA 589 - Independent Study

SPA 595 - Research Literature and Techniques

SPA 597 - Special Topics

SPC 518 - Thesis

SPC 589 - Independent Study

SPC 595 - Research Literature and Techniques

SPED 518 - Thesis

SPED 520 - Introduction to Exceptional Children

SPED 521 - Research Design

SPED 524 - Characteristics of Students with Mild Disabilities

SPED 526 - Characteristics of Students with Moderate Disabilities

SPED 528 - Special Education Law

SPED 529 - Workshop

SPED 535 - Applied Behavior Analysis

SPED 540 - Autism: Assessment and Intervention

SPED 553 - Cognition, Learning and Development

SPED 563 - Clinical Teaching of Emotionally Disturbed

SPED 564 - Psycho-Education Techniques of Managing Behaviors

SPED 572 - Psychological Assessment and Measurement

SPED 573 - Assessment I

SPED 574 - Appraisal of Exceptional Children

SPED 580 - Adaptive Behavior in Exceptional Children

SPED 582 - Methods of Teaching the Mildly Handicapped: Oral and Written Expression

SPED 583 - Content Area Instruction for Students with Mild Disabilities

SPED 584 - Methods of Teaching the Mildly Handicapped: Reading and Math

SPED 586 - Inclusion: Strategies and Accommodations

SPED 595 - Research Literature and Techniques

SPED 597 - Special Topics

SPED 605 - Single Subject Designs

SWK 501 - Generalist Practice with Individuals, Families and Small Groups

SWK 503 - Generalist Practice with Groups, Organizations and Communities

SWK 505 - Advanced Generalist Practice with Individuals

SWK 506 - Advanced Generalist Practice with Families

SWK 507 - Organizations, Communities and Social Policy

SWK 508 - Social Work Supervision and Administration

SWK 509 - Advanced Generalist Practice with Small Groups

SWK 510 - Clinical Practice in Mental Health

SWK 511 - Human Behavior in the Social Environment I

SWK 513 - Human Behavior in the Social Environment II

SWK 521 - Foundation of Social Welfare Policy

SWK 531 - Research for Practice

SWK 541 - Social Justice for Oppressed Populations

SWK 553 - Foundation Field Practicum

SWK 555 - Advanced Generalist Practice Field Practicum

SWK 557 - Advanced Generalist Practice Field Practicum II

SWK 559 - Advanced Generalist Practice Field III

SWK 570 - Treatment of Children and Adolescents

SWK 589 - Independent Study

SWK 590 - Research Methods in Advanced Social Work Practice

SWK 595 - Research Literature and Techniques

SWK 597 - Special Topics

THE 511 - Dramatic Theory

THE 512 - Theatre Management

THE 518 - Thesis

THE 529 - Workshop

THE 541 - Seminar in Stage Direction

THE 542 - Development of Modern Theatre

THE 543 - Development of American Theatre

THE 544 - Playwriting

THE 545 - Stage Lighting

THE 550 - Theatrical Design

THE 560 - Acting

THE 589 - Independent Study

THE 595 - Research Literature and Techniques

THE 597 - Special Topics

THE 599 - Rehearsal and Performance

TMGT 510 - Management of Technology in Organizations

TMGT 511 - Emerging Technology

TMGT 512 - Leadership in Engineering and Technology

TMGT 513 - Knowledge Management in Engineering and Technology Organizations

TMGT 514 - Engineering and Technology Project Management

TMGT 516 - Group Leadership in the Diverse Enterprise

TMGT 589 - Independent Study

TMGT 590 - Technology Management Seminar I

TMGT 591 - Technology Management Seminar II

TMGT 595 - Applied Research in Engineering and Technology

TMGT 597 - Special Topics

TMGT 599 - Technology Management Practicum

Graduate Faculty

Click on any of the following links for information:

- [College of Humanities, Sciences, and Arts Graduate Faculty](#)
- [College of Business Graduate Faculty](#)
- [College of Education and Human Services Graduate Faculty](#)
- [Mayo Professors](#)
- [Regents Professors](#)
- [Professors Emeriti](#)
- [Other Emeriti](#)

Mayo Professors

2000 Dr. Ann K. Moseley, Professor, Literature and Languages

2005 Dr. Richard Fulkerson, Professor, Literature and Languages

Regents Professors

- 1995 Dr. Dev R. Chopra, Professor, Physics
- 1995 & 1997 Dr. James A. Grimshaw, Professor, Literature and Languages
- 2000 Dr. Augustine Arize, Professor, Business Administration and Management Information Systems
- 2003 Dr. Kenneth Ashley, Professor, Chemistry
- 2006 Dr. Wayne Linek, Professor, Elementary Education

Professors Emeriti

- 1978 Dr. Otha Spencer, Professor, Journalism and Graphic Arts
- 1979 Dr. Beatrice Murphy, Professor, Educational Media and Technology
- 1983 Dr. Arthur M. Pullen, Professor, Biology
- 1984 Dr. Bradley Stuart Chilton, Professor, Educational Administration
- 1984 Dr. Paul H. Roosevelt, Professor, Speech and Hearing
- 1987 Dr. William L. Dorries, Professor, Economics
- 1989 Dr. Jesse J. Hawthorne, Professor, Health and Physical Education
- 1991 Dr. Charles E. Linck, Professor, Literature and Languages
- 1992 Dr. Harold D. Murphy, Professor, Counseling and Guidance
- 1994 Dr. Dorys Grover, Professor, Literature and Languages
- 1994 Dr. Johnye C. Sturcken, Professor, Literature and Languages
- 1995 Dr. Roger Arnold, Professor, Agricultural Sciences
- 1995 Dr. R. Paul Johnson, Professor, Counseling and Guidance
- 1995 Dr. Kenneth R. McCord, Professor, Accounting
- 1995 Dr. Kenton E. Ross, Professor, Accounting
- 1996 Dr. Loren E. Betz, Professor, Educational Administration

1996 Dr. Mamie Hafner, Professor, Literature and Languages

1996 Dr. Miroslav Hanak, Professor, Literature and Languages

1997 Dr. Dorothy Ingram, Professor, Health and Physical Education

1998 Dr. William C. Adams, Professor, Economics-Finance

1998 Dr. Robert M. Noe, Professor, Marketing and Management

1998 Mr. Jack Ingram, Professor, General Business

1998 Dr. Dale Bedgood, Professor, Mathematics

1998 Dr. Ralph Goodwin, Professor, History

1998 Dr. Frank Lutz, Professor, Educational Administration

1999 Dr. Suzanne McCall, Professor, Marketing and Management

1999 Dr. Donald Reynolds, Professor, History

1999 Dr. Donald Hakala, Professor, Economics and Finance

1999 Dr. John Lamb, Jr., Professor, Mathematics

2000 Dr. Glenn Fournet, Professor, Psychology

2000 Dr. A. Lynn Turner, Professor, Educational Administration

2000 Dr. Max E. Jobe, Professor, Educational Administration

2000 Dr. Harry E. Wade, Professor, History

2000 Mr. Joe Fred Cox, Assistant Professor, History

2001 Dr. Maximino Plata, Professor, Psychology and Special Education

2003 Dr. Anthony J. Buckley, Professor, Theatre

2004 Dr. Fred Tarpley, Professor, Literature and Languages

2004 Dr. Jerry B. Hutton, Professor, Psychology and Special Education

2004 Dr. Edward Seifert, Professor, Educational Administration

2004 Dr. Ruth Ann Stevens, Professor, Educational Administration

2005 Dr. Morag Harris, Associate Professor, Counseling

2006 Ms. Georgia Anne Bomar, Associate Professor, Theatre

2007 Dr. James A. Grimshaw, Jr., Professor, Literature and Languages

2007 Dr. Wendell Edwards, Professor, Accounting

2007 Dr. Charles Elliott, Professor, Political Science

2007 Dr. Charles Embry, Professor, Political Science

Other Emeriti

1982 Mr. F.H. McDowell, President Emeritus

1995 Dr. Trezzie A. Pressley, Dean Emeritus, College of Business and Technology

1997 Dr. Jerry D. Morris, President Emeritus

2002 Dr. Donald Coker, Provost Emeritus

2007 Dr. W. Joseph Webber, Dean of Students Emeritus

2007 Dr. Vicki T. Davis, Associate Professor of Home Economics and Associate Vice President for Academic Affairs Emeritus

Provost & Vice President for Academic and Student Affairs

Provost & Vice President for Academic and Student Affairs

Requirements for Doctoral Degree

1. **Degree Plan.** Upon acceptance into a doctoral program, the student will be notified by the Office of Graduate Studies and Research, who his/her major adviser will be for the doctoral program. The student should contact his/her major adviser to discuss the doctoral degree plan. The degree plan will then be completed with the major and minor advisers (if a minor is selected) and forwarded to the Office of Graduate Studies and Research for approval no later than the first semester of enrollment as a doctoral student. An official copy of the degree plan will then be sent to the student and the department.
2. **Course Requirements.** A minimum of 90 semester hours beyond the baccalaureate degree or 60 semester hours beyond the master's degree is required for the doctoral degree. At least 45 hours of graduate course credit must be earned from Texas A&M University-Commerce. All courses applied toward a doctoral degree must be 500-level or higher. No more than 12 graduate credit hours (including hours completed in nondegree status) beyond the master's degree taken prior to admission to a doctoral program can be applied toward a doctoral degree.
 - a. **Major.** A major requires at least 36 semester hours excluding dissertation hours (718); however, a specific program may require additional semester hours for a major. (Specific program requirements are listed under each departmental section of this catalog.)
 - b. **Minor.** Students selecting the 60 hours beyond the master's degree option are not required to have a minor. A minor consisting of a minimum of 30 semester hours is required in all 90-hour programs except counseling, psychology, and English programs. The minor requirement can be fulfilled by one of the following options:
 1. *A comprehensive minor with all course work in one academic area.* A committee member will be assigned from the academic area and will determine the courses to be taken and be involved in evaluating the written and oral qualifying examinations, the dissertation, and the dissertation defense.
 2. *A split minor is two academic areas with at least 12 hours in each area (a 12-18 or 15-15 format).* Committee members will be assigned from both academic areas, and they will determine the courses to be taken and to be involved in the written and oral qualifying examinations, the dissertation, and the dissertation defense.
 3. *An interdisciplinary studies minor in three academic areas (a 12-9-9 format).* In rare cases, an interdisciplinary studies minor consisting of at least 9 hours in each of three academic areas may be approved. Committee members will be assigned from each of the academic areas, and will be involved in the written and oral qualifying examination, the dissertation proposal, and the dissertation defense.

Regardless of the option chosen the following conditions will apply: assignment of minor advisers rests with the head of the minor department or departments; all courses applied to the minor areas must be approved by the head of the appropriate minor department; at least one committee member must be from outside the student's major department; transfer courses applied toward a minor must be in academic areas taught at Texas A&M University-Commerce.
 - c. **Other Requirements:**
 1. Credit for no fewer than nine semester hours and not more than 12 semester hours of dissertation (718).
 2. Electives and other course requirements as indicated under each departmental section of this catalog.
 3. Research Tools (see No. 9).
Specific program requirements are listed under each departmental section of this catalog.
3. **Grade Point Average.** A grade point average of 3.00 or better on all graduate work completed at A&M-Commerce and in the student's major, as well as an overall grade point average of 3.00 or better on all graduate courses completed, is required for graduation. If a course is retaken, the last grade will be counted toward graduation and computation of the overall grade point average. No grade of "C" or below will count toward a doctoral degree. A course in which an "F" is received is considered a course completed. Only grades earned at A&M-Commerce will be calculated with student's grade point average.
4. **Academic Probation and Suspension from Doctoral Degree Programs.** A student who fails to achieve and maintain an overall 3.00 graduate grade point average during any semester of enrollment will be placed on academic probation. A student who fails to achieve a 3.00 overall graduate grade point average by the end of the next semester of enrollment will be placed on academic suspension for a minimum of two semesters (two summer terms count as one semester). After the academic suspension is served, the student may be allowed to reenroll only upon the

recommendation of the major department and with the approval of the Dean of Graduate Studies and Research. Failure to achieve an overall 3.00 graduate grade point average during any subsequent semester of enrollment will result in dismissal, and the student will not be allowed to pursue further study toward the doctoral degree at A&M-Commerce. No course with a grade of “C” or lower will count toward a doctoral degree. A student receiving a grade of “C” or lower in a third graduate course will be suspended and will not be allowed to pursue further doctoral study at A&M-Commerce. This provision applies to all courses taken, including all duplicated courses. Courses taken from other institutions will not be transferable if taken during a period of suspension from Texas A&M University-Commerce. Students on academic suspension from another institution will not be admitted to A&M-Commerce until their specific period of suspension expires. A student who fails to meet the professional expectations of the field for which they are preparing may be suspended from further study in that program by the department administering that program. A graduate student who has not been enrolled for a period of at least 6 years may petition the Dean of Graduate Studies and Research to have previous graduate grades from courses at Texas A&M University-Commerce eliminated from the calculation of the official grade point average provided the courses were taken over 10 years previously. No courses eliminated from such calculation can be used toward a graduate degree.

5. **Residency.** After admission to a doctoral degree program, each student is required to engage in activities that fulfill departmental residency requirements. The departmental residency plan specifies requirements in the following areas:
 - a. Involvement in events that broaden intellectual growth.
 - b. Use of academic support resources.
 - c. Faculty-student interactions that promote scholarship, mentoring, and opportunities for evaluation.
 - d. Involvement with cognate disciplines and research scholars in those disciplines.
 - e. Engagement in meaningful peer interactions.

Please check with the major department for specific requirements. Successful completion of residency is conferred by approval of the department.
6. **Time Limitation.** All degree requirements beyond the master’s must be completed within 10 calendar years from the date of admission to the doctoral program. However, course work taken beyond the master’s degree and that is over 10 years old at the time the doctoral degree is to be conferred cannot be used toward the doctoral degree.
7. **Catalog Privileges.** A student is entitled to use the degree provisions of any catalog in effect between the semester the student is admitted to the doctoral degree program and the semester the student’s degree is conferred, provided the catalog used is not more than 10 years old at the time the degree is conferred.
8. **Research Tools.** Candidates for the doctoral degree must possess proficiency in the use of the research skills necessary to successfully complete the doctoral dissertation. It is desirable for students to demonstrate these proficiencies early in their program, and they must demonstrate such proficiency prior to taking the qualifying examinations. These requirements are to be viewed as minimal requirements. Consequently, a department may require additional research tools courses either for all of their students or as a requirement for an individual student.
 - a. Research tool requirements for the Doctor of Education (EdD) and the Doctor of Philosophy (PhD) in the College of Education can be met by successfully completing one course from each of the following four levels with a grade of “B” or better:

Level I: 695 Doctoral Research Seminar

Level II: Psy 612 Psychological and Educational Statistics; or Soc 576 Data Analysis in Social Research; or HHPK 617 Statistical Procedures in Health and Human Performance; or HiEd 617 Statistical Procedures for Education and Research.

Level III: Coun 613 Advanced Statistical Techniques or Psy 681 Intermediate Statistics

Level IV: EdAd 698 Ethnography of Education Organizations; or HiEd 696 Advanced Research Methodology: Interpretive Inquiry; or Psy 610 Nonparametric Statistics; or Psy 670 Multivariate Analysis; or Coun 690 Practicum in Qualitative Research.

All research tool courses must be taken in sequence (i.e., Level I should be taken before Level II). These courses are to be approved, in advance of their offering, by the Graduate Council. The second level research tool (Introductory Statistics) may be satisfied by the successful completion of a proficiency examination covering these courses. Contact the Office of Graduate Studies and Research for proficiency examination information.
 - b. The research requirement for the Doctor of Philosophy (PhD) in English is 12 semester hours of appropriate college-level classes in one foreign language or 6 semester hours of graduate level French for Reading. Students with native or nearnative competence in a relevant foreign language may consult with the departmental Director of Graduate studies regarding this requirement.

9. **Qualifying Examinations.** Upon the completion of approximately 2 full years of study, doctoral students take written and oral qualifying examinations. The qualifying examinations are designed to test the student's knowledge in the major and minor fields and are administered under the direction of an advisory committee consisting of representatives from the major and minor departments. An application for taking qualifying examinations and a current Texas A&M University- Commerce transcript must be submitted to the major department at least 3 weeks prior to the examinations. An applicant who does not pass the qualifying examinations may be suspended from the doctoral program, or upon the recommendation of the advisory committee and with the approval of the Dean of Graduate Studies and Research, may be permitted to repeat the examinations.
10. **Admission to Candidacy for Doctoral Degree.** After the qualifying examinations have been satisfactorily completed and all requirements have been verified by the Graduate School, the student will be admitted to candidacy. Notification of admission to candidacy will be made by the Dean of Graduate Studies and Research. After a student has been admitted to candidacy and all course work (except 718 Dissertation) has been completed, the student may qualify for reduced tuition. The degree can be conferred no sooner than 8 months after admission to candidacy.
11. **Dissertation.** A candidate must present a dissertation that is acceptable to the student's advisory committee and the Dean of Graduate Studies and Research. To be acceptable, the dissertation must give evidence that the candidate has pursued a program of research, the results of which reveal superior academic competence and a significant contribution to knowledge in the field.
 - a. Advisory committee. The student should check with the head of the major department concerning the membership of the dissertation committee. The committee will consist of a minimum of three faculty members from the student's major and minor areas of study (at least one committee member must be from outside the student's major department).
 - b. Proposal. The student should secure from the Office of Graduate Studies and Research the following forms: (a) Dissertation Proposal (including human subject policy information) and (b) Schedule for the Presentation of the Dissertation Proposal. The student will work with the members of the advisory committee in developing the dissertation proposal. That proposal will be presented to the advisory committee and a Graduate Council representative in a session that will be open to all graduate faculty members. The Dean of Graduate Studies and Research must be informed of this session by the 25th of the month prior to the month the session is scheduled. The Dissertation Proposal and approval form must be presented to the Dean of Graduate Studies and Research and approved at least 1 semester prior to graduation.
 - c. Human Subjects Protection. Any research that involves human subjects must be in compliance with University Procedure 15.99.01.R0.01 Human Subjects Protection. The student must obtain written approval from his/her department and the University Institutional Review Board prior to contacting any research subjects. Failure to gain appropriate approval before interacting with research subjects could result in denial of the student's proposal and also could result in legal ramifications for the student. Therefore, students should obtain IRB approval prior to their proposal presentation.
 - d. Dissertation Credit. After admission to candidacy, the student is required to enroll in at least 3 hours of 718 each fall and spring semester until the dissertation is completed and approved by the advisory committee and the Graduate School. Enrollment during the summer term is not required unless the student is using the counsel of the major adviser and/or University facilities. Students who fail to enroll for dissertation during a fall or spring semester after admission to candidacy will be prohibited from enrolling until the tuition has been paid for those semesters.
 - e. Scheduling the final examination/dissertation defense. A "Schedule for the Final Examination/Dissertation Defense" form must be filed in the Office of Graduate Studies and Research by the 25th of the month prior to the month the examination is to be held. The Final Examination/Defense Report will then be forwarded to the committee chairperson for recording the results.
12. **Final Examination/Dissertation Defense.** The student will defend the completed dissertation and respond to any questions related to his/her program of study before the advisory committee in a session open to all graduate faculty members. A Graduate Council representative will attend the examination to help assure that general graduate standards related to format and quality are upheld. Students must be in good academic standing with the Office of Graduate Studies and Research to be eligible to take the final examination.
13. **Submission of Dissertation.** Registration in the dissertation course (718) is required the semester that the dissertation is submitted.
 - a. Initial submission. One copy of the dissertation in its final form must be submitted to the Office of Graduate Studies and Research by the deadline indicated in the schedule of classes or the Graduate Catalog for that

particular semester (this deadline is approximately 5 weeks prior to commencement). Accompanying this copy will be the following:

1. Final Examination/Dissertation Defense Report.
 2. Receipt showing payment of the doctoral fees, plus fees for copyright, binding and mailing the dissertation. (Payment is to be made to the Business Office, cashier's window, Administration Building.).
 3. Five signature pages, four on 100% cotton bond, at least 20 lb. paper, and one on plain paper, with each page signed by the committee members and dean of the college.
 4. Survey of Earned Doctorates and Agreement Form (copyright).
 5. The Office of Graduate Studies and Research forms.
- b. Final Submission. The candidate will be contacted with any changes to the manuscript. After making these changes, the student will have final copies made on 100% white cotton bond, at least 20 lb. paper. The Office of Graduate Studies and Research requires five final copies (four copies on the 100 percent white cotton bond, at least 20 lb. paper, and one copy on regular paper) of the dissertation. Four copies will be bound and distributed to the student's major department, major adviser, the library, and the student.
- c. Final approval of the dissertation rests with the Dean of Graduate Studies and Research.
14. **Filing for Graduation and Commencement.** Commencement exercises are held three times each academic year in May, August, and December. Students must file for graduation with the Registrar's Office during the semester they plan to graduate. Students will be approved for graduation and the degree after they have completed all degree requirements satisfactorily and been approved by the Graduate Committee of the department and the Graduate School. Please check the University Academic Calendar for deadline dates for filing. Graduation information and a graduation application are available online at www.tamu-commerce.edu/registrar/graduation.asp. A student must be in good academic standing in order to complete graduation requirements. Participation in the commencement ceremony does not guarantee conferring of any degree. Texas A&M University-Commerce has the right to rescind any conferred degree if the University becomes aware that the student did not meet degree requirements. Doctoral candidates are required to attend commencement. Permission from the Dean of Graduate Studies and Research must be obtained if circumstances prevent a candidate from attending commencement.

Texas A&M University-Commerce Organizational Chart

Vice President for Business and Administration

Vice President for Institutional Advancement