



**OKLAHOMA WESLEYAN**  
UNIVERSITY



**2020-2021**

University Undergraduate Catalog  
Graduate & Professional Studies

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The official *Graduate & Professional Studies Undergraduate Catalog* of OKWU is the online *Graduate & Professional Studies Undergraduate Catalog* available on the University's website, [www.okwu.edu](http://www.okwu.edu). A printed version may be used for convenience. However, in case of a conflict, the printed version is subject to the official *Graduate & Professional Studies Undergraduate Catalog* published on the website.

## Introduction to Oklahoma Wesleyan University

### History

The Wesleyan Church founded Oklahoma Wesleyan University (OKWU) in order to provide higher education within a Christian environment primarily for Wesleyan youth. Its predecessor, Bartlesville Wesleyan College (BWC), was established on the Bartlesville campus as a result of a series of mergers, which included Colorado Springs Bible College (founded in 1910 in Colorado Springs, Colorado), Pilgrim Bible College (founded in 1917 in Pasadena, California), and Holiness Evangelistic Institute (founded in 1932 in El Monte, California and later named Western Pilgrim College).

In 1959, the Bartlesville campus was purchased, and Colorado Springs Bible College was moved to Bartlesville, Oklahoma. The college, renamed Central Pilgrim College, held its first classes in September 1959. The following fall, Western Pilgrim College was merged with Central Pilgrim College. The name Bartlesville Wesleyan College was adopted in 1968 after the merger of the Wesleyan Methodist and Pilgrim Holiness churches. In the fall of 1972, Miltonvale Wesleyan College (founded in Miltonvale, Kansas by the Wesleyan Methodist Church in 1909) was consolidated with BWC on the Bartlesville campus. During this process of consolidation, a decision was made to create a four-year liberal arts college. In 1974 the Oklahoma State Regents for Higher Education affirmed Bartlesville Wesleyan College as a four-year liberal art, degree-granting institution. BWC received accreditation with the Higher Learning Commission in 1978. Planning to expand its offerings to include graduate degrees, BWC changed its name to OKWU in August of 2001.

### Accreditation and Recognition

Oklahoma Wesleyan University holds institutional accreditation with the [Higher Learning Commission](#).

The baccalaureate degree program in nursing and master's degree program in nursing at Oklahoma Wesleyan University is accredited by the Commission on Collegiate Nursing Education <http://www.ccneaccreditation.org>.

The university's business programs are accredited by the [International Assembly for Collegiate Business Education](#).

OKWU's education programs are accredited by the [Oklahoma State Regents for Higher Education](#) and the [Council for Accreditation of Educator Preparation](#) (formerly National Council for Accreditation of Teacher Education). OKWU's teacher education graduates meet the academic requirements for licensure by the Oklahoma State Department of Education in elementary education (1-8), health/physical education (P-12), and secondary English, mathematics, and social studies education (6-12).

OKWU's School of Ministry and Christian Thought is subject to the oversight of The Wesleyan Church's [Education and Clergy Development Division](#).

OKWU is approved for the use of VA education benefits by the Oklahoma Department of Veterans Affairs State Approving Agency. The university is approved by the United States Department of Justice for training of international students. Programs delivered in Coffeyville, Kansas, through our Graduate & Professional Studies division, are approved by the Kansas Board of Regents. OKWU has a relationship with the American Association of Colleges of Nursing.

### Location

Bartlesville, Oklahoma (population 36,498) is located 40 miles north of Tulsa and 20 miles south of the Kansas state line. Because Bartlesville served as the long-time global headquarters of Phillips Petroleum Company (now ConocoPhillips and Phillips 66), the city is rich in the arts and cultural experiences.

### Campus

OKWU's scenic 27-acre campus is located in a quiet residential area of the city. An eight-acre athletic facility and a 70-acre nature study area are located 1/4 mile north of the main campus.

## **Academic Calendar**

The traditional programs of the University operate on a semester basis and offer a summer school program. The non-traditional programs (offered through the Graduate & Professional Studies department) operate on a year-round, term basis.

## **Curriculum**

Credit courses are offered in five schools: Arts and Sciences, Business, Education and Exercise Science, Ministry and Christian Thought, and Nursing

## **Degrees**

The University grants the Master of Business Administration (MBA), the Master of Education (MEd), the Master of Science in Nursing (MSN), the Master of Science in Strategic Leadership (MSSL), the Bachelor of Arts (BA), the Bachelor of Science (BS), the Bachelor of Science in Nursing (BSN), the Associate of Applied Science (AAS), and the Associate of Arts (AA) degrees.

## **Enrollment**

Students from across the United States and around the world are currently enrolled in undergraduate programs at OKWU.

## **Faculty**

OKWU's highly qualified, full-time faculty are augmented by adjunct faculty who are specialists in their areas of instruction.

## **Financial Aid**

An excellent scholarship program has been established at OKWU. Substantial financial aid in the form of grants and loans, is available to those who qualify through the Free Application for Federal Student Aid. Approximately 98% of OKWU undergraduate students receive some form of financial aid.

## **Library**

The library houses over 100,000 items and a robust electronic resource collection.

## **Intercollegiate Athletics**

The following intercollegiate sports are available at OKWU: baseball (men's), basketball (men's and women's), cross country (men's and women's), golf (men's and women's), soccer (men's and women's), softball (women's), tennis (men's and women's), track and field (men's and women's), volleyball (women's), and wrestling (men's). OKWU is a member of the National Association of Intercollegiate Athletics (NAIA) and the National Christian College Athletic Association (NCCAA).

## **Alumni**

The Alumni Association includes all former students (who took 24 credit hours or more at OKWU) and all graduates of OKWU (including all schools which have merged with OKWU to form the present institution).

## **University Catalog Right to Change Policy**

The University reserves the right to make changes of any nature to the calendar, admission requirements, degree requirements, fees, regulations, course offerings, programs or academic schedules whenever they are deemed necessary or desirable, including changes or modification of course content, class scheduling, offering patterns, cancelling of scheduled classes or other academic activities.

The OKWU Catalog does not establish a contractual relationship; rather it sets forth academic and other requirements that students must meet to be granted a degree and, in some circumstances, to continue to be enrolled at the institution. While Academic Advisors and other OKWU personnel are available to guide students with respect to requirements, students ultimately bear the responsibility of following the requirements.

Students should view the University Catalog for college and program specific information.

The University Catalog is published annually. It provides information and procedures. It is the student's responsibility to become familiar with and adhere to the procedures contained within the University Catalog.

# Oklahoma Wesleyan University

## 2020-2021 Academic Calendar

### Graduate & Professional Studies

#### Fall Term 2020

Fall Term begins .....	August 31
Graduation Applications due for December 20 <sup>th</sup> Conferral.....	October 1
Commencement Weekend .....	<b>*November 21</b>
Fall Term ends .....	December 20
Degree Conferral for Fall Graduates .....	December 20

#### Spring Term 2021

Spring Term begins .....	January 18
Graduation Applications due for May 9 <sup>th</sup> Conferral .....	March 1
Commencement Weekend .....	May 8
Spring Term ends .....	May 9
Degree Conferral for Spring Graduates.....	May 9

#### Summer Term 2021

Summer Term begins .....	May 10
Graduation Applications due for August 29 <sup>th</sup> Conferral .....	July 1
Summer Term ends .....	August 29
Degree Conferral for Summer Graduates .....	August 29

NOTE: Due to the nature of delivery for GPS courses, both online and evening, holidays are not always observed. Please check your Core Registration Form (CRF) to confirm.

**\*Special Notice: Fall commencement for the Graduate and Professional Studies program is customarily on the second weekend in December; however, due to COVID-19 necessary modifications to the academic calendar have been made in keeping with the Traditional program academic calendar, whose semester ends November 25, 2020.**

## OKWU Distinctives

OKWU believes that its Mission, Statement of Purpose, Diversity and Unity, Institutional Objectives, Philosophy of Christian Liberal Arts Education, General Education Objectives, and Doctrinal Statement reveal the distinctive advantages students will enjoy when they choose to attend this institution.

### Our Mission

As an evangelical Christian university of The Wesleyan Church, OKWU models a way of thought, a way of life, and a way of faith. It is a place of serious study, honest questions, and critical engagement, all in the context of a liberal arts community that honors the primacy of Jesus Christ, the priority of Scripture, the pursuit of Truth, and the practice of Wisdom.

### Statement of Purpose

**Foundation** — OKWU, an educational institution of The Wesleyan Church, has its roots in the Wesleyan theological tradition. This foundation rests on the Lordship of Jesus Christ, emphasizes a Christian worldview, and promotes a life of service.

**Scholarship** — The mission encompasses the integration of faith and learning in educational experiences designed to enhance scholarship, life-long learning, career opportunities, and Christian discipleship.

**Character** — The mission and values that OKWU promotes reflect the aim to develop genuine Christian character in all members of the University community.

**Integrity** — We promote and expect ethical and responsible behavior based on Biblical standards from all members of the University community.

**Servanthood** — We encourage care and compassion in order to foster in our students the desire to live out lives of service to both God and people everywhere.

**Community** — In order to achieve our mission, we operate as a caring, evangelical, Christian community with an academic focus.

**Stewardship** — We manage resources entrusted to us in a respectful and responsible manner in order to advance the work of God's Kingdom.

## Doctrinal Statement

### THIS WE BELIEVE:

1. That the Bible, composed of the Old and New Testaments, is the inspired and inerrant Word of God and is the supreme and final authority in faith and life.
2. That there is one God, eternally existing in three Persons: Father, Son, and Holy Spirit.
3. In Jesus Christ as truly God and truly man, His virgin birth, His vicarious death, His bodily resurrection, and His promised second coming.
4. In the personality of the Holy Spirit and that the Spirit's ministry is to reveal Christ unto mankind.
5. That God created mankind and the universe by special operation of divine power.
6. In the fall of mankind and the consequent sinful nature of all humanity which necessitates a divine atonement.
7. In justification by grace through faith and in regeneration by the Holy Spirit, who makes the penitent believer a new creature in Christ; and that, although God holds tenaciously to His own, it is possible for believers to repudiate faith in Christ, and unless they turn back to saving faith, be eternally lost. But by the grace of God such persons may by true repentance and faith find forgiveness and restoration.
8. That entire sanctification is an act of divine grace wrought in the believer through an act of the Holy Spirit whereby the Spirit takes full possession, cleanses, and equips for service on condition of total surrender and obedient faith.
9. That the gifts of the Spirit are given to believers as God wills for the purpose of edifying and strengthening believers and are not the evidence of the Spirit's fullness, nor are they necessary for salvation. We affirm the miraculous use of languages and the interpretation of languages in its Biblical and historical setting; however, speaking or praying in an unknown language is not the evidence of the baptism with the Holy Spirit (or of the entire sanctification which the baptism accomplishes) and is therefore not to be promoted among us.
10. In the personal existence of Satan.
11. That the Scriptures plainly teach the bodily resurrection of the just and the unjust, the everlasting happiness of the saved, and the everlasting and conscious suffering of the lost.
12. That all true Christians, assisted by the Holy Spirit, give evidence of a true faith by their good works and social concern.



## Institutional Objectives

Institutional Objectives align with each of the four pillars of the OKWU Mission statement, as captured below. Each Institutional Objective is supported and measured by University-wide goals and Departmental Plans.

Mission Pillar	Institutional Objective
The Primacy of Jesus Christ	Promote an understanding of and commitment to Jesus Christ as the incarnate Son of God, the Alpha and Omega, the Beginning and the End.
The Priority of Scripture	Produce knowledge of the Bible as the inerrant, infallible, authoritative Word of God.
The Pursuit of Truth	Develop creative thinking, cultural appreciation and the objective understanding of knowledge relevant to each discipline of study.
The Practice of Wisdom	Inspire Godly conscience, responsible exercise of freedom and commitment of service to others.

## Philosophy of Christian Liberal Arts Education

The purpose of OKWU's Christian liberal arts education is to help students fulfill the divine mandate to explore and bring under dominion the whole range of knowledge for the glory of God and the good of humankind and nature (Gen. 1.28; Matt. 22.37-40). This purpose is founded upon the conviction that all truth is God's truth and that truth, therefore, is one. **In order to fulfill the Genesis mandate, we believe students must master significant content and knowledge of a Christian worldview, of God's created order and of human tradition. We believe students must also master the skills needed to responsibly interpret and practice the truths derived from this content base: the ability to integrate and apply critical thinking, communicate effectively and collaborate with others.**

The formal courses of study in each degree program begin with the general education program designed to expose students to God's truth in its breadth, and to train students to effectively recognize and communicate that truth by creating **a strong foundation for both critical thinking skills, and cultivating the ability to collaborate with others: Courses in Biblical and Christian studies provide students with a strong knowledge of a Christian Worldview. Courses in the natural sciences, mathematics and physical education, for example, give students the opportunity to study the intricate workings of the created order. Courses in history, humanities and social sciences help expose students to the important traditions of religious, artistic, and historical knowledge.** Furthermore, courses in composition and speech equip students with the ability to communicate their knowledge in a manner that will benefit their neighbors.

Thus, equipped with the general education program, students are prepared to significantly benefit from the second element of OKWU's Christian liberal arts education—i.e., courses in a major field. These major-field courses have two basic functions: 1) to contribute to the wholeness of knowledge by providing content depth not practicable in the broad general education program; 2) to prepare students to make a living or, more properly, to prepare students for a life of service to God and mankind. OKWU's philosophy of education does not stop, however, at the classroom door. Indeed, all University experiences should allow students to show their love for God with their whole hearts, souls, minds, and strength through the co-curricular experiences focused upon teamwork, followership, leadership, and discipleship.)

The philosophy of Christian liberal arts education at OKWU, then, honors its mission through its formal and informal experiences. Combined, these provide the lens for all learning and the foundation for all living at OKWU. OKWU honors four pillars: **The Primacy of Jesus Christ, The Priority of Scripture, The Pursuit of Truth, and The Practice of Wisdom.**

## OKWU General Education Objectives

OKWU aims to enable students to love God with the whole heart, soul, mind, and strength and love their neighbors as themselves. The objective of the University's general education program, therefore, is to equip students with the knowledge and skills that will enable them to do this.

OKWU graduates should be able to demonstrate a useful knowledge of a Christian worldview, God's created order, and human tradition.

### 1. Knowledge of a Christian Worldview

- a. Demonstrate knowledge of the major theological, philosophical, historical, and political themes of the Bible.
- b. Demonstrate knowledge of the exemplary life and major teachings of Christ.
- c. Demonstrate the ability to articulate a Christian worldview in regard to the primacy of Jesus Christ, the priority of scripture, the pursuit of truth, and the practice of wisdom.

### 2. Knowledge of God's Created Order

- a. Mathematics:  
Explain information presented in mathematical forms (such as equations, graphs, diagrams, tables, words, etc.), model real-life situations using mathematics, and demonstrate proficiency in solving basic equations; demonstrate an understanding of the Christian worldview of mathematics as an approach to truth and a reflection of the wisdom and perfections of God.
- b. Natural Sciences:  
Demonstrate an understanding of the natural sciences, including both their scientific method and their fundamental concepts (of at least one discipline); demonstrate an understanding of the Christian worldview of the natural sciences as an approach to truth, integrated with Scripture, to both understand the works of God as Creator and ethically use its discoveries and technologies.

### 3. Knowledge of Human Tradition

- a. History:  
Demonstrate an understanding of significant political, economic, social, and historical trends; demonstrate an understanding of government in the United States; and demonstrate an understanding of the Christian worldview of God's work in history.
- b. Arts and Letters:  
Demonstrate knowledge of the important artists, works, and meaning of at least one art form; demonstrate knowledge of the interaction of form and content in art; and demonstrate knowledge of scriptural reasons and methods for engaging art.
- c. Social Sciences:  
Demonstrate an understanding of the study of social or behavioral science; demonstrate a biblical understanding of what it means that persons are made in the likeness of the Creator, and demonstrate an understanding of the Christian foundation for spiritual, psychological, and relational health.

OKWU graduates should be able to think critically, communicate effectively, and collaborate with others.

### 4. Integrate and Apply Critical Thinking

- a. Reason:  
Be able to apply Christian logic effectively (e.g. knowledge of scripture, the life/teaching of Christ) and created order (e.g. human, reason, traditional interpretations and methodology), and personal experience to analyze problems, to support arguments, and thereby to discern truth critically; be able to apply sound rules of deduction and inference in formal analyses that draw connections between specific observations and generalizations derived from these observations.
- b. Research:  
Be able to demonstrate information literacy by effectively collecting and evaluating resources and data in order to incorporate evidence smoothly and convincingly into original work.

- c. Argumentation:  
Be able to persuasively argue one's position by supporting advantages and refuting objections, while demonstrating an ability to distinguish between fact and opinion and between specific evidence and general claims.
5. Communicate Effectively
- a. Written Communication:  
Be able to write an essay on an assigned topic that demonstrates an awareness of audience, that is coherently governed by a focused thesis, and that is organized, specifically supported, clear, logical, concise, formal, stylistically varied and original, mechanically clean, and properly documented.
  - b. Presentational Communication:  
Be able to prepare and deliver an oral presentation on a topic which has all the characteristics of a written essay (above) and which is competently delivered.

## Diversity and Unity

Diversity at OKWU can best be described in the words of the Apostle Paul as he challenged his parishioners in Rome, Corinth, and Galatia to pursue unity rather than division. By definition St. Paul's ministry was diverse and multi-cultural in that he spoke multiple languages, embraced multiple races, and navigated multiple socio-economic realities. In all this Paul was consistent: He included all, excluded none, and celebrated many members while always emphasizing one body.

- He instructed the Romans to embrace synergy not separation: "For as in one body we have many members... so we, though many, are one..." (Romans 12:4,5).
- He told the Galatians to beware of balkanization: "There is neither Jew nor Greek... for you are all one in Christ Jesus." (Galatians 3:28).
- And he taught the Corinthians to embrace inclusion: "The eye cannot say to the hand, 'I don't need you!'... Now you are the body of Christ, and each one of you is a part of it." (1 Corinthians 12: 21,27).

So it is at OKWU. Diversity for us is a verb more than a noun. It is the act of pursuing unity in the midst of differences. It is *E Pluribus Unum* – Out of many one. It is judgment that sees the content of a man's and woman's character not the color of their skin. It is the celebration of the *university* - *uni-verities* – *uni-veritas*: The unity of truth.

In this context, OKWU opens its doors to all people who desire an education grounded in the *pursuit of truth*, the *practice of wisdom*, the *primacy of Jesus Christ* and the *priority of Scripture*. As a university, we seek to be a reflection of the racial, socio-economic and other demographic realities of our basic region while simultaneously equipping the students we serve to adapt professionally to changes in a global society.

## Statement on Human Sexuality

At OKWU we are committed to a biblical worldview that seeks to glorify God, recognizing and affirming Christ as King in every aspect of the created order and in every sphere of human endeavor. There is nothing over which he is not pre-eminent and to which the Bible is irrelevant. As such, our mission as a Christian University is to equip students in mind and character, to help them connect the rigorous work of the mind to the Word's renovating work in the heart – thus facilitating an intellectual and spiritual transformation. The desired outcome is an inherently consistent inner life manifested in a lived-out spirituality that we call character.

In order to facilitate this process of Christ-like character development, we knowingly and voluntarily embrace and commit to community standards of conduct that we believe are congruent with Biblical standards and conducive to a life of intellectual, physical and spiritual integrity. We aspire to be a University community where thoughtful engagement with the deepest questions of life can be examined in light of the realities of our common human sinfulness and brokenness. These (as found in our Student and Employee Handbooks) reflect and express our desire and commitment to help the members of our community to live a Biblical life that is also in full compliance with the [teachings and doctrines of The Wesleyan Church](#), and to, thereby, develop a Christ-like maturity in their daily practices, and to encourage a healthy, vibrant Christian University community.

In keeping with our mission and our commitment to Biblical fidelity, all members of the University community are expected to follow the teachings of Scripture. We believe that the final authoritative and trustworthy norm for proper moral judgments is what God has revealed in His Word. Therefore, OKWU affirms that sexual intimacy is designed by God to be expressed solely within a marriage between one man and one woman. This view of sexuality and marriage is rooted in the Genesis account of creation, reflected in the teachings of Jesus Christ himself, and is maintained consistently throughout Scripture. It is a view based on the Biblical teaching of monogamy – that God designed sexual union for the purpose of uniting one man and one woman into a permanent, lifelong, one flesh union in the context of marriage. God created two complementary forms of humans, male and female, to bear His image together (Gen. 1:27-28), and ordained that the first human pair was to become one flesh (Gen. 2:23-24). These and other similar passages show that God views sex, procreation and marriage as good, and that male and female are necessary counterparts – differentiated partners – in a sexual complementarity. Sexual intimacy and the

sexual union of intercourse between a man and a woman are intended for a purpose – to join one husband and wife together into one flesh in the context of marriage (I Cor. 6:16).

Our marriages on earth model the relationship between Christ and His bride, the church (Ephesians 5:31-33), a melding that the Apostle Paul calls "a profound mystery." This God-initiated oneness, as detailed in Genesis, is clearly recognized and affirmed by Jesus in terms of the marital union of husband and wife (Matt 19:4-6). Any sexual intimacy outside of such marriage violates God's design for marriage, and is thus to be understood as one of the disruptive consequences of the fall (Romans 1:18-32).

Thus, God's design for marriage and sexuality is the foundational reason for viewing acts of sexual intimacy between a man and a woman outside of marriage, and any act of sexual intimacy between two persons of the same sex, as unbiblical and illegitimate moral options for the confessing Christian. Sexual relations of any kind outside the confines of marriage between one man and one woman are inconsistent with the teaching of Scripture, as understood and affirmed by Christian churches throughout history. On the other hand, chastity in the form of sexual purity for the unmarried person and chastity in the form of sexual faithfulness in marriage are blessed and affirmed. Therefore, as part of living out a consistent, Biblical life, one dedicated to the pursuit of Christ-likeness, all members of the University are expected to avoid sexual intimacy outside of heterosexual marriage and to never encourage or promote the same in others. Indeed, whatever one's personal inclinations or proclivities, our identity and personhood in Christ is the same: sexual purity manifest among the married as complete faithfulness and by those who are unmarried by living a chaste life (1 Thessalonians 4:3-8).

Sexual purity honors God. For those in our community who are attracted to persons of the opposite sex and struggle to maintain sexual purity, as well as for those in our community who struggle with same-sex attraction, we pledge to hold each other accountable to choose behaviors consistent with Christian teaching and all concurrent OKWU policies. We believe, in accordance with Scripture, that we are all sinful and that we are all prone to sin in different ways. We believe that God who knows us intimately, all of our thoughts and deeds, provides not only redemption through Christ, but also promises forgiveness for all of our sins and the freedom to choose to live above the power of sin. Therefore, a primary goal is to help each student and member of the OKWU community to grow in Christ in the midst of his or her unique history and struggles and discern how to walk righteously with Him and others along the way.

Finally, OKWU holds to the Biblical principle that all human beings are "fearfully and wonderfully made" with a clear and distinct biological gender that identifies them as male or female. Therefore, consistent with Biblical teaching and with The Wesleyan Church Disciplines, the University does not permit any members of its community (faculty, staff or student) to choose behaviors that disregard or discourage such gender distinctions. Behaving in ways that compromise or confuse one's biological gender identity as given by God at birth is considered a personal choice that is inconsistent with Biblical precepts and the doctrine of The Wesleyan Church, and, accordingly, is not permitted by OKWU's codes of conduct.

## Consumer Information

The Higher Education Opportunity Act of 2008 (HEOA) requires that postsecondary institutions participating in federal student aid programs make certain disclosures to enrolled and prospective students, parents, employees, and the public. The OKWU Consumer Information is disclosed to you in compliance with federal law and available on the [Consumer Information](#) page of the website. For additional information, including requesting a paper copy of any materials, please call or email the appropriate office or visit the indicated websites.

### Accreditation

Information concerning OKWU's institutional and specialized accreditations is available on the accreditation page of the website (<http://www.okwu.edu/accreditation/>).

### State Authorizations

OKWU complies with Title 70 O.S §4103 and may operate educational programs beyond secondary education in Oklahoma. For more information related to OKWU's state authorizations, please contact Dean of Assessment and Accreditation, Dr. Keri Bostwick, at [kbostwick@okwu.edu](mailto:kbostwick@okwu.edu)

### Federal Authorizations

Title IV of the Higher Education Act of 1965 governs the federal student aid programs. OKWU is authorized to participate in federal Title IV programs. Application is made through the Title IV Program Participation Agreement. Should a student wish to review the PPA, he or she should contact the Office of Financial Aid at [financialaid@okwu.edu](mailto:financialaid@okwu.edu) or 918-335-6282.

## Grievance Policy and Process

In accordance with the [HLC Student Complaint Policy](#) and in an effort to improve its service to its students, OKWU takes student complaints seriously and uses them to make institutional improvements when appropriate.

Please use this [form](#) for non-academic complaints. For academic grievances, please refer to the [Academic Grievance Policy](#) in the catalog.

At OKWU, a non-academic complaint refers to a substantial grievance or serious concern. This would include issues with people, processes, practices, or policies that have been oppressive, unfair, unjust, or inhumane. Students who wish to file a complaint and thereby request clarification, investigation, or resolution of the issue raised should fill out this [form](#).

### External Contacts for Student Complaints

Students seeking to make an appeal to an external source should use the information below to contact the correct office.

- On-ground students taking classes in Oklahoma: [Oklahoma State Regents for Higher Education](#)
- On-ground students taking classes in Kansas: [Kansas Board of Regents](#)
- Online students: [Oklahoma State Regents for Higher Education](#) or, where applicable by state law, the state department of higher education in the student's home state of residence
- Accreditor (Higher Learning Commission): [Higher Learning Commission](#)

## Student Life

As a community committed to Biblical thought, behavior, and Christ-centered relationships, OKWU has certain student life expectations and opportunities. One of the primary reasons leading students to come to OKWU is the Christian community that is offered within the context of earning a university degree. OKWU students are encouraged to make personal choices that will reflect their desire to grow in their relationship with Christ. If students need help in developing an effective devotional life, they are encouraged to visit with a member of the Student Life staff.

The following paragraphs highlight a few of the more important student life policies and opportunities for undergraduate students at OKWU.

**Academic Advisement** - Each student is assigned an Academic Advisor upon matriculation to the University. The advisor is the student's constant contact for all academic and student service matters.

**Academic Center for Excellence** - The Academic Center for Excellence (ACE), is directed by the School of Arts and Sciences and primarily staffed by English faculty. ACE is located in Drake Library and provides tutoring for English, Math, Science, Business, Bible, Nursing, and Education. ACE is open daily and accepts walk-in tutoring appointments in the above subjects. ACE also oversees probationary hours and probationary advising for students who are on academic probation.

**Bookstore** - The OKWU Bookstore, also known as Founders Bookstore, is located on the Bartlesville Campus in the Haltom Campus building. Students can purchase required and recommended text material as well as school supplies, t-shirts, caps, small gifts and graduation frames on campus or [online](#). Additional OKWU gear and gift ideas are also available through [www.shop.okwueagles.com](http://www.shop.okwueagles.com). The bookstore is designed as a service center for all OKWU students. Cash, Personal checks, Visa, Mastercard, American Express, and Discover are all accepted.

**Computer Labs** - Computers are available for student use in Drake Library. Printing is also available in the Library for students.

**Library**- The Library staff works closely with students to provide reference assistance, to help develop information literacy, and to help students fulfill class assignments. More information on library services is available on OKWU's extensive [library website](#).

## Undergraduate Admissions Information

In compliance with Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendment of 1972, OKWU does not discriminate on the basis of race, color, national origin, or sex in any of its policies, practices, or procedures.

Students are admitted to OKWU provided that they agree, in general, to the academic and social standards of the University. The University does consider character and personal maturity, as well as intellectual ability and scholastic achievements, as criteria in accepting students.

Applicants must be respectful of the Christian mission of OKWU. Individual consideration will be given to applicants who may not meet all of the specific requirements. Withdrawal may be required should an applicant intentionally withhold or falsify information.

### Admission Classifications

All applications will be reviewed by the Enrollment Services staff. Acceptance is granted under one of the following classifications:

**Regular Acceptance** — First-time freshmen, or students who have attempted less than 24 college credit hours, are granted regular acceptance if they have achieved any two or more of the following: high school GPA of 2.0 or higher, 18 or higher on ACT, 960 or higher on SAT, 61 or higher on CLT, or ranked in the upper half of their high school graduating class. Transfer students with more than 24 attempted college credit hours are granted regular acceptance if they have an overall college GPA of 2.0 or higher.

**Probationary Acceptance** — Those students who do not meet the admissions standards for acceptance as detailed below or for transfer students who are on suspension at their most recent institution of higher education may be admitted under probationary acceptance. For those granted probationary acceptance, continued enrollment at OKWU will require the student to meet Satisfactory Academic Progress (SAP) as outline in the catalog during the first term of attendance

**Special Acceptance** – Non-degree seeking students' special acceptance. Students admitted under this classification must apply for regular acceptance if they desire to enter a degree program.

### Admission Policies

For purposes of determining admission requirements, applicants are divided into categories. Students should find the category which best describes their situation and submit the materials indicated. All prospective undergraduate students must have earned a high school diploma or passed a recognized high school diploma equivalency exam, such as GED (General Education Development), HiSET (High School Equivalency Test), or TASC (Test Assessing Secondary Completion). Admission to the University does not guarantee admission into any specific majors and/or programs. The University recognizes the following categories of undergraduate prospective students:

**First Time Students:** Entering with a high school diploma (no college work taken after high school graduation).

To be accepted, the student must submit an official, final high school transcript with graduation date and meet *2 out of 3 criteria:*

- Final cumulative GAP of 2.0 or higher
- Scores of 18 or higher on ACT, 960 or higher on SAT, or 61 or higher on CLT. If no test score, a placement test may be required
- Ranked in the upper half of graduating class

**High School Equivalency Diploma:** Entering with a GED, HiSET, or TASC

- Official credential from the testing organization
- GED score of 165 or higher or equivalent score on other test
- Scores of 18 or higher on ACT, 960 or higher on SAT, or 61 or higher on CLT. If no test score, a placement test may be required



**Transfer Students:** Entering from another accredited college or university (credits taken post-high school graduation).

**Fewer than 24 attempted semester credits require:**

- Official college or university transcript\*, and
- Final high school transcript with graduation date and meet 2 of 3 criteria, or
  - Final cumulative GAP of 2.0 or higher
  - Test scores of 18 or higher on ACT, 960 or higher on SAT, or 61 or higher on CLT. If no test score, a placement test may be required
  - Ranked in the upper half of graduating class
- GED score of 165 or higher or equivalent score on other test

**24 or more attempted semester credits require:**

- Official accredited college or university transcript\* with a 2.0 cumulative GPA or higher.

\*Students who are on suspension at their most recent college or university will be considered for probationary admission only.

**Students Applying for Readmission**

- Readmission application.
- Official transcripts for all colleges or universities attended. Transcripts from school attended before last enrollment at OKWU may be on file with the Registrar's Office.
- Students who were suspended or dismissed from the university must appeal to the Appeal Committee and cannot be admitted until an approved appeal has been granted.
- Students returning to the University after an absence of more than 24 months will continue under the requirements of the newest *University Catalog*.

**International Students:**

Students who require an approved visa to be able to study in the US. International applicants may not consider themselves admitted to the university until they have received an official letter of acceptance and, if applicable, an I-20 issued by OKWU.

- Meet general admission requirements detailed above
- Students whose first language is not English must have one of the following:
  - **TOEFL score of at least 69 internet-based, 190 computer-based, or 525 paper-based**
  - **iTEP Academic score of at least 3.7** (other iTEP tests not eligible for admissions decision)
  - **IELTS Academic score of at least 6** (other IELTS tests not eligible for admissions decision)

**Deferred Action for Childhood Arrivals (DACA) Students**

To be eligible for enrollment, DACA students must meet Department of Homeland Security regulations which include but are not limited to:

- Individuals who came to the U.S. under the age of sixteen, were present in the U.S. on June 15, 2012, and are presently under the age of thirty;
- Individuals who have continuously resided in the U.S. for at least five years prior to June 15, 2012;
- Individuals who have graduated from high school

In addition to meeting the DACA requirements, student must:

- Meet general admission requirements detailed above
- Be a graduate from a US high school
- Submit an Affidavit of Intent.

Undocumented students are not eligible for federal sources of financial aid. Oklahoma residents may be eligible and should contact the Oklahoma State Board of Regents to determine eligibility. Individuals may qualify for OKWU aid but must apply and meet eligibility requirements.

**Non-degree Seeking and Audit:**

Students may take classes as a non-degree seeker under the following conditions;

- Students may take up to 9 credit hours as a non-degree seeker.
- After 9 credits, the student will be required to apply for admission to OKWU using one of the classifications above. A student may audit courses without admission to the university. Students desiring to audit a Nursing course must petition the Nursing Faculty Council for approval before enrolling.

**Application Procedures (Complete Application for Enrollment)****Undergraduate, degree-seeking students**

- OKWU application form
- Students with less than 24 semester credits
  - a. An official final high school transcript with grade point average, class rank and graduation date
  - b. ACT or SAT scores (may appear on transcript) or an ACT residual, or CLT score for placement
- Official transcript(s) from each college (if any) attended, including all concurrent work

**Readmission students**

- Add documents required of a degree-seeker, detailed above
- Approved re-admission form
- Approved appeal if required

**International, degree-seeking students**

- All documents required of a degree-seeker, detailed above
- English language test
- Transcript evaluation of final transcript (documenting graduation and GPA), evaluated by an approved organization, e.g., World Education Services ([WES](#)), American Association of Collegiate Registrars and Admissions Officers ([AACRAO](#)), International Credentials Evaluations ([InCred](#)) or National Association of Credential Evaluation Services ([NACES](#)) All official, final transcripts unless official transcripts were received by the transcript evaluation organization and is noted on the evaluation
- Proof of financial support
- Current copies of the I-94, passport, F-1 Visa, and I-20
- Provide 50% of the payment due before the start of classes
- Remain current with the payment plan that is established after initial deposit is made
- Students will not be allowed to carry a balance into an upcoming semester

**Undocumented Student Admission Criteria (DACA students)**

- All documents required of a degree-seeker, detailed above
- Be a graduate from a US high school
- Submit an Affidavit of Intent
- Provide proof of financial support and a specified cash deposit in U.S. dollars
- Provide 50% of the payment due before the start of classes
- Remain current with the payment plan that is established after initial deposit is made
- Students will not be allowed to carry a balance into an upcoming semester

**Non-degree Seeking and Audit**

- Application form

**Admission on Academic Probation**

Students who do not meet the admissions criteria may be considered for admission on academic probation. Students in all degree programs, other than Nursing, must earn a first term GPA of 2.0. (Nursing students should see the RN-BSN Undergraduate Admission section for more program specific information). Also, students admitted on academic probation must successfully complete 67% of courses taken in the probationary term which must include a minimum of 6 credits. Successful completion of courses does not include "F", "W", voluntary drops, or drops due to non-attendance. The student admitted on academic probation, who does not meet the minimum GPA

requirement in their first term, will be suspended from the university and removed from all future courses. For more information about Academic Probation or Suspension, please see the Satisfactory Academic Progress section of this catalog.

### **Program-Specific RN-BSN Undergraduate Admission Criteria**

Nursing applicants must meet additional requirements in order to be admitted to any specific undergraduate major or programs. Admission to the RN to BSN degree completion program requires a college GPA of 2.5, an unencumbered valid RN license, and an Associate Degree with a major in Nursing from a regionally accredited institution with at least 60 transferable college credit hours. Applicants with a Diploma from a hospital school of Nursing may transfer in 40 credit hours. For more detail, see the School of Nursing RN-BSN section of the Catalog.

In order to be eligible to meet the RN-BSN graduation requirements, students admitted on academic probation must achieve a high enough GPA to raise his/her cumulative GPA to the 2.5 cumulative GPA required for graduation. Therefore, within the student's first 12 hours at OKWU, an average GPA of 3.0 must be achieved. Failure to meet this standard may result in dismissal from the program. Additional course progression standards apply. For more detail, see the School of Nursing RN to BSN section of the catalog.

### **Undergraduate Application Process**

To apply for admission to an undergraduate Graduate & Professional Studies program, students must submit the following:

1. A completed application for admission, with a \$25 non-refundable application fee. Application fees are considered one-time fees; application fees are waived for those who apply online and at the discretion of the Director of Enrollment Services.
2. Completed applications and resulting assessment records are valid for 15 months; if students have not started a program within 15 months, a new application for reassessment under the new *University Catalog* will be required.
3. An official high school transcript with graduation date or official high school equivalency credential must be provided by applicants with 24 or fewer credits from previous college-level work or with military-only credits.
4. Official transcripts from all Regionally or Nationally accredited college-level work and/or official high school transcript or high school equivalency diploma credential. Failure to provide a complete record of all college-level academic work may result in students not being accepted into the University or if already enrolled, being administratively withdrawn from the University.
5. A copy of current United States RN licensure must be provided by Nursing applicants.

Applicants must be respectful of the Christian mission of OKWU. Individual consideration will be given to applicants who may not meet all of the specific requirements. Withdrawal may be required should an applicant intentionally withhold or falsify information.

### **Christian Worldview Core (CHAL) Courses**

- Students pursuing a Bachelor degree will take 12 credits of Christian Worldview Core (CHAL) courses: CHAL 1613 Old Testament Survey, CHAL 1733 New Testament Survey, CHAL 3523 Biblical Perspectives, and CHAL 3103 Christian Worldview and Apologetics.
- Students entering with junior standing (60 or more credit hours) will be required to take two of the following: CHAL 1613 Old Testament Survey, CHAL 1733 New Testament Survey, CHAL 3523 Biblical Perspectives, or CHAL 3103 Christian Worldview and Apologetics.
- Students entering OKWU with senior standing (90 or more credit hours) will be required to take one of the following: CHAL 1613 Old Testament Survey, CHAL 1733 New Testament Survey, CHAL 3523 Biblical Perspectives, or CHAL 3103 Christian Worldview and Apologetics.

### **Acceptance of Transfer Credits**

A maximum of six credits for a baccalaureate degree and 3 credits for an associate degree may be applied to courses within the core of a major for baccalaureate degrees but only when the content of the course is equivalent to a major sequence course for the baccalaureate degree. Elective and general education credits may be applied to degree requirements within the general transfer credit policy.

Transfer credits are generally not applied to the courses in the major. In very rare cases, exceptions up to a maximum of two courses (with approval of the appropriate Dean) may be made in individual cases, but only when the content of the course is equivalent to a major sequence course for the baccalaureate degree and only three hours (one course) for the associate degree.

Transfer credits will be entered on the student's OKWU transcript only after the successful completion of at least one course.

### **Associate Degree Transfer Policy**

In order to facilitate the seamless transfer of students into Bachelor programs, OKWU adheres to the guidelines below for our Associate in Arts, Sciences and Applied Science degrees:

1. Students must have earned their associate degree from a college or university that holds regional accreditation with one of the six regional accrediting agencies (North Central, Southern, Middle States, Northwestern, Western, or New England). This policy does not cover degrees earned from international universities that do not hold US regional accreditation.
2. The courses in the curriculum for an A.A., A.S., or A.A.S. degree plan will be accepted as satisfying the general education for bachelor's degrees OKWU ("OKWU").
  - a. Provided the student follows the academic plan for both the associate degree programs and the baccalaureate degree program, the student will be able to complete the baccalaureate degree program in 126 credit hours, the same number as required for a student who's earned their A.A., A.S. or A.A.S. at OKWU (native student).
  - b. All students must complete Ministry and Christian Thought courses that are part of the OKWU general education requirements.
  - c. Students may have to complete some general education or prerequisite courses in cases where such coursework is required.
  - d. Individual state general education stipulations that apply to our online programs must be met.
3. Students will be able to complete the baccalaureate program in the same number of hours as required for a native student, provided the student follows the academic plan of both the associate degree program and the baccalaureate degree program.

### **ADVANCED STANDING**

Advanced standing will be determined from all transcripts received according to the following conditions:

**Junior Colleges:** Credits will be accepted from junior colleges to meet lower division requirements only.

**Senior Colleges:** Generally, credit is accepted without condition from a four-year college or university that is a member of a regional or faith-based accrediting organization that is recognized by the Council for Higher Education, provided there is no duplication among major courses, general education requirements and electives eligible for transfer. Acceptance of a course (or courses) does not necessarily mean that those courses can/will be applied to the student's graduation requirements.

## Financial Aid Information

The Office of Financial Aid assists students who are eligible for both need-based and non-need based aid in the forms of grants, scholarships, and loans. Financial need, fund availability, student classification, and academic performance are factors that help determine the type and amount of aid packaged to each student.

Each year, students must submit the Free Application for Federal Student Aid (FAFSA) to qualify to receive federal and state aid. OKWU (Code #003151) must be listed as a college to receive the FAFSA information. By listing OKWU on the FAFSA, the Office of Financial Aid will be able to determine a student's eligibility for Federal Student Aid.

The Office of Financial Aid recommends filing the FAFSA as close to October 1 as possible to be considered for all available aid. Prior-year income data will be used to complete the current year FAFSA.

### Institutional Aid

At OKWU, institutional aid is not available to GPS students.

### Return of Title IV Funds Policy

The Higher Education Amendments of 1998 defines the formula for calculating the amount of aid a student and school can retain when the student withdraws from all classes. Students who withdraw from all classes prior to completing more than 60% of a semester will have their eligibility for aid recalculated based on the percent of the term completed. **The Office of Financial Aid encourages students considering withdrawing to read the Return of Title IV Funds (R2T4) Policy carefully.** This policy is available by contacting the Office of Financial Aid.

**Example:** A student is enrolled in two courses that are five weeks in length. To calculate the percentage of aid, the Office of Financial Aid will count the days attended and divide it by the total days scheduled in the term (two five-week courses = 70 days). The student will be eligible for that percentage of federal aid if less than 60.1%. A student with more than 60% may not have a recalculation of aid.

### Satisfactory Academic Progress Financial Aid Procedures

Federal regulations (CRF 668.16) require that a student maintains satisfactory academic progress in the course of study being pursued, according to the standards and practices of the institution in which he/she is enrolled, in order to receive aid under the Higher Education Act. For undergraduate students, these programs at OKWU include Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Oklahoma Tuition Aid Grant, Oklahoma Tuition Equalization Grant, Oklahoma's Promise, Federal Direct Loans (Subsidized and Unsubsidized), and the Federal PLUS Loan Program. OKWU has also adopted the following (Title IV) Satisfactory Academic Progress Policy to govern its institutional-based financial aid.

Satisfactory Academic Progress (SAP) will be measured at the end of each term. All students participating in the Title IV program will be evaluated to determine if SAP is being maintained. SAP will be measured on both a qualitative and quantitative standard.

#### Qualitative Standard

GPA must be maintained according to the following:

- A 2.0 Term and Cumulative GPA is required for all non-nursing majors
- A 2.5 Cumulative GPA is required for nursing degree students

#### Quantitative Standard

Students must maintain pace of progression and be on track according to the maximum timeframe at the end of each term.

- Pace of Progression: Student must earn 67% of credits attempted cumulatively. To calculate, the credits earned will be divided by the credits attempted. For example: a student earns 5 credits out of the 7 credits attempted ( $5/7=71\%$ ). This student would be at an acceptable pace of progression.
- Maximum Timeframe: Student must earn his/her degree in 150% of the published credit requirement. To calculate, the credits required for the degree will be multiplied by 150%. This is the maximum number of hours for which a student is eligible for aid. For example: a student's degree requires 126

credit hours for graduation. That student must complete the degree within 189 credit hours (126 \* 150% = 189).

### **Financial Aid Warning**

The following scenarios will result in a student being placed on Financial Aid Warning at the end of the term:

- Students admitted on probation will be placed on Financial Aid Warning in their initial term
- A Financial Aid Early Alert student who earns a term GPA below 2.0 in the successive term
- A student in good academic standing who earns a term GPA below 1.0
- A student in good academic standing whose cumulative GPA becomes less than 2.0
- A student failed to meet the quantitative standard(s)

A student may still receive federal financial aid during the Warning status. This status will only last **one** term. There is no appeal necessary. If the student meets both the quantitative and qualitative standards, SAP will be restored. However, if the student again fails to meet one or both of the standards, the student will be placed on Financial Aid Suspension and will be ineligible for aid until SAP is restored or a SAP appeal is approved.

### **Financial Aid Probation**

If a student has been on Financial Aid Warning and fails to meet SAP standard(s), the student will be ineligible for federal aid. Financial Aid Probation is for students who have failed to meet the standards after the warning period and been granted a successful appeal of their ineligibility. If granted, the appeal committee will create an academic plan which will define the required components of continued eligibility and will specify the length of the academic plan. If the student maintains the requirements of the plan or if SAP standards are met, the student will regain eligibility. If a student fails to meet the requirements of the academic plan, the student will be ineligible for aid until SAP is restored.

### **Financial Aid Suspension**

The following scenarios will result in a student being placed on Financial Aid Suspension at the end of the term:

- A student on Financial Aid Warning or Probation who earns a term GPA below 2.0 in the successive term
- A student on Financial Aid Warning or Probation whose cumulative GPA becomes less than 2.0
- A student enrolled in 6 or more credits who earns a 0.0 term GPA, excluding athletic courses
- A student failed to meet the quantitative standard(s)

Suspended students are ineligible to receive financial aid from OKWU. Eligibility may be restored by attempting and earning credits to meet the minimum SAP standards or by having an appeal granted.

### **Appeal Process**

Students have the right to appeal their suspension of financial aid if they have mitigating circumstances that prevented them from making SAP. Mitigating circumstances may include a death in the family, a severe injury or illness to the student, or other special circumstances.

The appeal must explain why he/she failed to make Satisfactory Academic Progress, documentation to support this circumstance, and what has changed that will allow him/her to make satisfactory progress at the next evaluation. If a student has both Financial Aid and Academic suspension, only one appeal is necessary for both offices and may be submitted to the student's Academic Advisor. If the student has only a Financial Aid suspension, the student may upload the appeal at <https://www.okwu.edu/upload/>.

A student who wishes to appeal must do so in writing with supportive documentation. The written appeal must be completed using the SAP appeal form and must be completed within 48 business hours from receiving the notification or be de-enrolled if currently scheduled in classes. This appeal will go before an appeal committee which consists of a representative from, at a minimum, the following offices: VP for Enrollment Management, Assistant Provost, GPS Office Representative, Registrar, Director of Financial Aid, Director of ACE, Representative from Student Development, Other members as requested by Appeal Committee (Ex - Graduate Dean, Dean of Nursing). The Appeal Committee's decision is final.

If granted, the student will be placed on Financial Aid Probation and will be eligible for aid for one term. His/her academic progress will be evaluated at the end of the next term. In addition, the appeal committee may create an academic plan which will define the required components of continued eligibility and will specify the length of the academic plan. If the student maintains the requirements of the plan or if SAP standards are met, the student will regain eligibility. If a student fails to meet the requirements of the academic plan and the student does not meet the SAP standards, the student will be ineligible for aid until SAP is restored.

If a student does not appeal within 48 hours, OKWU will proceed with withdrawing the student and reporting the withdrawal to the Department of Education.

### **Incompletes (I)**

Treated as attempted but not earned credits with no GPA implication. Once an incomplete grade is posted, SAP will be recalculated.

### **Withdrawals (W)**

Treated as attempted but not earned credits with no GPA implication.

### **Complete withdrawal within a term**

If a student withdraws from an entire term with all Ws, it will be treated as a withdrawal. However, because GPA is calculated with WPs and WFs, these will be treated as earned grades and warning and suspension statuses will apply.

### **Remedial Courses**

Treated as attempted and earned credits with no GPA implication. These will not count in total credits.

### **Repeated Courses**

Federal regulations limit the number of times a student may repeat a course and receive federal financial aid for that course. The regulations state that a student may receive federal aid when repeating a course that was previously failed regardless of the number of times the course was attempted and failed. Once the passing grade is received, the student may receive federal financial aid for only one repeat of the course.

Example of repeated coursework that may be counted towards enrollment status:

- Student receives a failing grade. He/she may repeat a failed course until it is passed.
- Student receives a passing grade. He/she may repeat a passed course one time.

Example of repeated coursework that may not be counted towards enrollment status:

- Student receives a grade of 'D' then repeats the course and receives another grade of 'D'. If the student decides to take the course a third time, the course would not count towards his/her enrollment status.

For SAP, a repeated course will calculate at face value within the term. However, the higher grade will be used to calculate cumulative GPA, cumulative attempted credits, and cumulative GPA credits.

### **Transfer Credit**

Only courses in which a C- or higher has been earned will be posted to the transcript. Transfer credits will be treated as attempted and earned. Transfer work is considered toward the above requirements.

For all majors except nursing, courses for which a passing/satisfactory grade in the spring 2020 term, presumably due to COVID, will be transcribed as a passed course without GPA impact. When transcribed, these courses will fulfill degree requirements. Nursing students may reach out to the School of Nursing regarding transfer credit and required documentation.

### **Life-learning and Credit by Exam**

These credits are not considered toward the above required earned hours in a term.

### **Non-degree Coursework**

If a course is not required for the student's degree, these hours cannot be used to determine enrollment status.

Therefore, it is important to review degree requirements with an advisor and notify the Office of Financial Aid if enrolled in any non-degree courses.

**Enrollment Status**

For undergraduates: Full-time status is 12 or more hours. Three-quarter status is 9-11 hours. Half-time status is 6-8 hours. Less than half-time status is 5 or fewer hours. The Office of Financial Aid will adjust a student's aid based upon a change in enrollment status when notice is received.



## Student Accounts Information

### General Information

Once students have completed the registration process (or have started attending classes), they are considered “enrolled” for financial purposes and, thus, are responsible to pay related charges at the beginning of each term or session or make other satisfactory arrangements. This is required for continued enrollment at OKWU (the “University”). Payments and other financial arrangements are to be made in the Student Accounts Office. Students who find it necessary to withdraw from the University before the end of a course or term must follow withdrawal procedures and arrange with The Financial Aid Office and Student Accounts Office for payment of all bills in order to secure honorable dismissal.

### Withdrawal

Students may voluntarily withdraw from a course after the start of the second session of a course through the start of the last two sessions of the course. Students wishing to withdraw from course must notify the Academic Advisor by completing an official withdrawal form or withdrawing online and submitting for advisor approval. A 'W' grade will be recorded on the transcript as attempted but not earned; GPA is not affected. Withdrawal from a course(s) may affect the amount of the financial aid a student is entitled to receive. Arrangements must be made with Student Accounts for payment of all remaining charges. No withdrawal is permitted in the last two weeks of any GPS course.

(Withdrawals are subject to fees and tuition as outlined in the Student Accounts Information section.)

### Credit Policy

OKWU has established a credit policy within the guidelines provided by section HEA 484B of the Higher Education Act. The regulations of the Act are available for review in the Financial Aid Office.

When a student withdraws from a course or program, credits of applicable charges will be applied to the student's account. Fees are only credited to the student's account if the course is dropped at least 30 days prior to the course start date. An exception is made for students attending an on-ground cohort at the Kansas location; these students receive a 100% tuition and fee credit if the student withdraws prior to completing 25% of the course, i.e. before Day 10 of a 5-week course, Day 14 of a 7-week course, or Day 15 of an 8-week course.

Students who receive financial aid may have aid removed from their account in accordance with OKWU's policy and the federal Title IV formula. The federal Title IV refund policy calculates a refund by percentage based upon the timeframe within the term that a student withdraws. If a student withdraws during the term, financial aid may be reduced. If aid is reduced, the student is responsible for payment of that balance. For more information regarding financial aid, please contact the Financial Aid Office at [financialaid@okwu.edu](mailto:financialaid@okwu.edu) or 918-335-6282.

If a student has a credit balance after Student Accounts and/or Financial Aid has processed their withdrawal from any course(s), any remaining credit on their account will be processed according to the refund policy.

### Applying Credit Priority

Credits for any courses in which students are enrolled at the time of withdrawal will be adjusted (if applicable) and handled according to policies outlined in their respective programs' Refund Policy. For students who are recipients of Title IV financial aid, money will

be returned to those Title IV sources (in the order of priorities determined by federal regulations at the time of withdrawal) before any disbursement is made to students.

Credit amounts must be applied in the following order:

1. Federal loans
2. Federal grants
3. Outside scholarships/aid
4. Institutional aid
5. Student's account/student

## **Credit Appeals Process**

Written appeals regarding extenuating circumstances may be submitted in writing to the Vice President for Business Affairs within 30 days of the extenuating circumstance. Credit appeals will not be considered after 30 days.

## **Tuition Credit Scale**

In the event a student withdraws from classes, tuition for credit-bearing courses will be credited based on the following scale:

- If a student withdraws through WebAccess or gives written notification to their Academic Advisor prior to the first class session, the full tuition will be credited (Online=by the 1<sup>st</sup> Sunday of each course by 11:59 p.m.).
- If a student withdraws prior to the second week of class, they will receive an 80% credit of tuition. If the notice is not received until the second week of class there is no tuition credit.
- An exception is made for students attending an on-ground cohort at a Kansas location; these students receive a 100% tuition and fee credit if the student withdraws prior to completing 25% of the course, i.e. before Day 10 of a 5-week course, Day 14 of a 7-week course, or Day 15 of an 8-week course.

## **Refund Policy**

Students choose their refund type when they fill out the Registration Contract. There are three options: End Lender Refund, Hold Refund, and Student Refund. Student Refunds are processed during the term as they become available. Hold Refunds are processed at the end of the academic year. End Lender Refunds are processed at the end of each term.

When a student withdraws from classes during the term, their tuition will be adjusted according to the Tuition Credit Scale and their Financial Aid will be adjusted according to The Financial Aid Policy. Once all these adjustments have been made, if there is a credit balance still on the account a refund will be processed according to the refund type the student selected on their Registration Contract.

## **Student Accounts – Policies and Procedures**

The following procedures govern the payment of student tuition and fees:

1. All tuition and fee payments may be made online through the online student portal or by cash, check, cashier's check, credit card, or money order made payable to OKWU, 2201 Silver Lake Road, Bartlesville, OK 74006.  
Note: Please mark any envelope containing payment "Attention: Cashier."
2. All students eligible for financial aid must have all paperwork completed prior to registration.
3. All students are required to sign a Registration Contract.  
\*See Policy PL 115-407 Veterans Benefits and Transition Act of 2018
4. Students who register less than 30 days before of the start of a course will be charged a late registration fee.  
\*See Policy PL 115-407 Veterans Benefits and Transition Act of 2018
5. Students whose accounts are in arrears will not be allowed to register for additional courses.  
\*See Policy PL 115-407 Veterans Benefits and Transition Act of 2018
6. Tuition and fees for College After Hours (elective) courses must be paid at the time of registration for those courses if financial aid has already been disbursed for the term and there is a credit balance to cover the additional cost.
7. All tuition and fees must be paid before a student can re-enter OKWU.
8. The issuing of transcripts and release of diplomas are contingent upon student accounts being paid in full. This includes all tuition, all fees, and any late fees and/or penalties.
9. Students will be charged full tuition and fees when a course is retaken.
10. Students who fail to pay balances can be financially withdrawn and any unpaid balance can be sent to collections.

## **PL 115-407 Veterans benefits and Transition Act of 2018**

In accordance with Title 38 US Code 3679(e), Oklahoma Wesleyan University, adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from VA. Oklahoma Wesleyan University will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certificate of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

These provisions do to apply to charges that are not paid for by the VA.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). This specific verbiage will need to be added "GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at <http://www.benefits.va.gov/gibill>."

### **Locked-In Tuition**

Tuition charges are frozen at the time of enrollment for the balance of core classes required for the program/major selected as long as the student remains enrolled in their original cohort. Exceptions to this policy would be any elective or general education hours not taken as part of the cohort core. These elective or general education hours, often referred to as gap hours, would be charged at the rate of the cohort in which it is taken or at the current College After Hours (CAH) rate.

### **Books**

Students are responsible for the purchase of textbooks.

### **Participation in Commencement**

Students will not be permitted to participate in graduation ceremonies if there is a balance on their student account.

**Oklahoma Wesleyan University**  
**Graduate & Professional Studies**  
**UNDERGRADUATE GENERAL COST INFORMATION**  
**2020-2021 Financial Information**  
**(Effective July 2020)**

**Tuition (per credit hour)**

**ONLINE & ON GROUND:**

Undergraduate Lower Division Classes: AA, AAS .....	\$299
Undergraduate Upper Division Classes:	
BSBA, BS in Psychology, OM, RN to BSN .....	\$430
M&L Program.....	\$299
Elective Credit Seminars.....	\$275

**MILITARY: Active Duty, National Guard, Reserves<sup>1</sup>**

All Undergraduate Lower or Upper Division Classes (per credit hour) .....	\$250
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**Fees<sup>2</sup>**

Registration Fee (per program) .....	\$50
Late Fee for Course Registration (less than 30 days) .....	\$25

**Educational Resource Fees (per credit hour)**

All online courses.....	\$25
All on-ground courses .....	\$40

Trimester Technology Fee (per term).....	\$65
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**Transcription Fees:**

Certifications (per credit hour).....	\$25
Credit by Examination Fee (per credit hour) .....	\$25
Life Learning Assessment Fee (per credit hour) .....	\$25

**Directed Study Fee (per credit hour)**

Undergraduate .....	\$125
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Audit Fee (per credit hour) .....	\$55
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Undergraduate Graduation Fee (AA, AAS, BS) .....	\$90
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Late Graduation Application Fee (all degrees) .....	\$25
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Transcript Processing Fee (per copy) .....	\$10
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<sup>1</sup> 15% Military spouse discounts are available; some exceptions apply.

<sup>2</sup> All fees are non-refundable.

## UNIVERSITY ACADEMIC POLICIES

### Introduction

Graduate & Professional Studies degree programs have been designed for non-traditional learners who must maintain professional and personal commitments while returning to school. These programs offer students an opportunity to complete their major courses in approximately 14 - 24 months. Electives and general education courses may also be necessary to complete the total of 126 hours required for a bachelor's degree. Graduate & Professional Studies staff will assist students in discovering the best options for completing all requirements in a timely fashion.

### Mission

To fulfill the mission of OKWU, the Graduate & Professional Studies department exists to meet the educational needs of adults.

### Statement of Purpose

The purpose of the Graduate & Professional Studies department is to be the best organization at meeting the educational needs of adults. To accomplish that goal, Graduate & Professional Studies will:

1. Deliver the University's academic programs to people whose family responsibilities, employment situations, or personal preferences do not permit them to obtain a college degree through residence on a campus.
2. Deliver academic programs that require mastery of learning outcomes appropriate to the academic level of a degree sought by the student.
3. Facilitate an understanding and application of Christian principles in personal and professional environments.

### Official Documents

All educational records are maintained under the student's full legal name. Official documents and transcripts and diplomas will be issued only under this name.

### Transcripts

Students who desire a transcript of their University work must submit a request through [Credentials Solutions](#). A transcript fee of \$10 per transcript via credit card will be charged.

Transcripts and diplomas will be released only when student accounts are paid in full, loan payments are current, and students have completed all necessary exit interviews.

### Academic Freedom

Students and faculty of the OKWU academic community are encouraged to explore and discuss ideas freely, fully, and responsibly in the context of the University mission. Students and faculty are also encouraged to integrate all aspects of a Christian worldview under the Lordship of Jesus Christ. OKWU believes that in the context of this responsible exercise of academic freedom, faith mandates and illuminates learning, and learning clarifies and expands faith.

### Release of Student Information and Access to Student Records

OKWU controls access to student information in a manner consistent with the Family Educational Rights and Privacy Act ([FERPA](#)).

The University complies with the Family Education Rights and Privacy Act of 1974 as it appears in its final June 1976 form. This law protects the rights of students to review their own records and to challenge any of the content of those records. Public Law 93-380 (also known as the Buckley Amendment, the Privacy Rights of Parents and Students—Section 438 of the General Education Provisions Act) permits the release of directory information without the student's consent. It further provides that any student may, upon written request, restrict the printing of such information as is usually included in campus directories.

The law also protects students from the unlawful disclosure of information concerning their academic performance, personal campus discipline, or financial status. The law allows the disclosure of directory information.

The following data is considered to be directory information and may be given to an inquirer, either in person, by mail or by telephone, and may be otherwise made public: Name, campus email, dates of attendance, class, previous institution(s) attended, major field of study, awards, honors and degree(s) conferred (including dates), academic honors, past and present participation in officially recognized sports and activities, physical factors (height and weight) of athletes. Home or campus address will only be released in connection with campus events or to those with a legitimate school-related reason.

For any personal information other than directory information the law requires the written consent of the student for release to anyone, except those persons and agencies provided by law. These exceptions include OKWU personnel whose job requires access to such information, certain government agencies, and the parents of dependent children. Federal law, therefore, does permit the release of academic, financial, and disciplinary information to the parents/guardians of students who are financially dependent. Financial dependency will be determined via the Free Application for Federal Student Aid (FAFSA).

Under the law, all students have the right to inspect and challenge their own educational file with the exception of letters of recommendation or other material when the author was guaranteed confidentiality prior to January 1, 1975. Positive identification of the student shall be required prior to such examination and the student is not guaranteed the right of privacy in examining the records or the right to remove them.

For more information, visit the following websites:

OKWU Registrar's Office – [Confidentiality of Student Records](#) (FERPA)

US Department of Education–[Family Educational Rights and Privacy Act](#) (FERPA)

## **Academic Integrity**

OKWU seeks to develop mature Christian leaders and scholars who produce their own scholastic work, who acknowledge their dependence on the work of other scholars and resources, and who demonstrate academic integrity under all conditions. Violations of academic integrity insult the Primacy of Jesus Christ, contradict the Pursuit of Truth, mock the Priority of Scripture, and reject the Practice of Wisdom. Failure to meet these standards is regarded by the OKWU academic community as a most serious offense against God's desire that we refrain from stealing and that we live honest lives (Ex. 20.15-16).

The practice of academic honesty is a high priority in our community, and the faculty expects responsible scholarship and professional conduct of all OKWU students. Academic dishonesty, cheating, plagiarism, and disruptive unprofessionalism are all prohibited.

Any violation of the academic integrity policy, including but not limited to each instance of plagiarism, cheating, or disruptive unprofessionalism, will result in a consequence such as the required resubmission of an assignment, a grade deduction for a particular assignment, failure of an assignment, dismissal from the class session, suspension from the course, failure of the course, or expulsion from the University. Each violation of academic integrity will be reported to the Vice President for Academic Affairs.

### **Specific Violations of Academic Integrity:**

The potential academic violations named below do not constitute an exhaustive list, and individual schools may have unique handbooks and policies to which students must adhere. Professionalism and integrity are expected and required of OKWU students. Any student that threatens the academic environment is a violation of the academic integrity policy. Students must respect the pedagogical goals of individual instructors and take care not to disrupt the learning process for other students. Both private and public violations of academic honesty and integrity are offenses subject to disciplinary action.

Cheating: Examples of cheating include (but are not limited to) the following:

1. Using unauthorized prepared materials (cheat sheets) for answering test questions;
2. Giving aid to another student during a test or quiz;
3. Compromising the integrity of test materials;
4. Gaining answers to test questions from others during testing periods;
5. Signing another person's name to the attendance record or any such falsification of academic record;
6. Claiming to have done laboratory work or outside reading that was not done;
7. Submitting the same work (e.g. written paper, assignment, or discussion questions) for more than one course without the prior approval of the instructors involved;
8. Fabricating any academic material, content, or other information, including academic records and status;
9. Collaborating with other students in a way that violates assignment parameters.

Plagiarism: Plagiarism is defined as offering the work of another as one's own. It is an attempt to deceive by implying that one has done work that was actually done by another. Faculty and students are honor-bound to show that ideas and words match with the sources used and thus demonstrate that honest research has been done. Examples of plagiarism include (but are not limited to) the following:

1. Copying all or part of a theme, examination, paper, library reading report, or other written work from another person's production;
2. Submitting as one's own work that which was wholly or partially done by another;
3. Quoting material from any source without proper documentation;
4. Summarizing or paraphrasing from any source without proper documentation;
5. Misrepresenting documentation or resources;
6. Using in collateral reports or book reviews the opinion of a professional literary critic or of a campus friend as though it were one's own original thought;
7. Submitting workbook answers copied from another person or working in a group and submitting an identical set of answers for each member of the group without explicit permission from the instructor;
8. Presenting one's previous work as new scholarship.

Unprofessional Behavior: Unprofessional behavior restricts individual student learning or the learning of other students in the classroom. Students are expected to assume full responsibility for their actions and will be held accountable for them. Students are expected to behave in a manner that is appropriate, professional, respectful and attentive. Inappropriate, disruptive, uncooperative, or belligerent behavior in an academic setting will be considered to be a violation of academic integrity. Lively, robust debate is encouraged, and while faculty expect students to engage fully and to think critically, interaction should reflect the Fruit of the Spirit (Galatians 5:22-23).

Examples of unprofessional conduct include (but are not limited to) the following:

1. Inappropriate Communication: Inappropriate communication is any verbal or non-verbal language, action, voice inflection, or insubordination that compromise rapport or working relations with fellow students and faculty. Per the OKWU Academic Catalog, OKWU is committed to the preservation of human dignity and the protection of students. Harassment in any form—verbal, physical, sexual, or visual—is against campus policy.
2. Disruptive or Resistant Behavior: Disruptive or resistant behavior is exhibited when a student is disruptive or rude. Such behavior may be demonstrated by but is not limited to inappropriate or degrading words or gestures. In some cases, intervention and remediation strategies are disregarded by the student, and ultimately, the student does not accept responsibility for his/ her actions, recommendations, or errors. The student is resistant or defensive when provided with constructive feedback. The student resists adopting recommendations from faculty or others to improve learning performance.
3. Disrespect towards Community: Disrespect towards community occurs when the student violates normative, appropriate community standards with behavior such as disrespecting the rights of others, violating appropriate boundaries, breaching confidentiality, or exhibiting inequitable regard for fellow students, faculty, or staff because of race, gender, religion, age, disability, or socioeconomic status. The

student does not demonstrate the ability to collaborate with students, faculty, and staff in a learning environment; furthermore, the student's behavior demonstrates blatant, belligerent disregard for the Practice of Wisdom or for other OKWU Pillars in a way that goes beyond acceptable academic disagreement with the Pillars and instead rudely and intentionally disparages others within the environment who support those pillars.

4. **Unprofessional Attire:** The student may also disrupt the learning environment by not dressing in attire appropriate for the setting. Per the OKWU Academic Catalog, students at OKWU are expected to dress modestly and appropriately at all times. Teaching faculty have the prerogative to set a more conservative dress code within their own classroom or work area than outlined in the Academic Catalog.

#### Procedure:

Once an instructor discovers a case of academic dishonesty or unprofessional behavior, the instructor will begin the following process:

1. The instructor will respond to the first violation of academic integrity by clarifying academic expectations and endeavoring to help the student grow. The instructor has the right to require the student to redo the assignment, reduce the grade of the assignment, assign a failing grade to the assignment, or dismiss the student from the class period. The instructor will notify in writing the Dean of the School in which the course was offered, the Dean of the School to which the student belongs, and the Office of Academic Affairs, outlining the incident and its resolution.
2. Before deciding on disciplinary action, the instructor should contact the Office of Academic Affairs to find out if the student has previous academic-integrity violations on his or her record and, if so, how many. Typically, the instructor will decide upon disciplinary action for the first infraction by a given student. For the second (and any subsequent infractions), the instructor, the Dean of the School in which the course was offered, and the Dean of the School to which the student belongs will make a disciplinary decision while also informing the Office of Academic Affairs. In general, students should expect to fail the assignment or forego participation points for their first conscious offense of plagiarism or unprofessional behavior at OKWU, to fail the course for a second recorded offense, to be dismissed for a full term for a third recorded offense, and to be expelled for a fourth recorded offense. If the disciplinary action involves dismissal or expulsion, the Vice President of Student Development must also be involved in the decision making process. (Recorded offense is documented and housed in the Office of Academic Affairs).
3. If a student wishes to appeal, s/he may appeal to the Office of Academic Affairs, which is the final appeal.
4. When plagiarism or cheating is discovered after grades have been assigned, grades will be adjusted as appropriate, and disciplinary action can be taken as long as the student is enrolled at OKWU.

#### **Academic Load**

The term "academic load" refers to the number of credit hours students carry in a given term. A regular full-time load is considered to be 12 or more credits per term (Spring, Summer, Fall).

Only those students who maintain a high standard of scholarship will be permitted to register for up to 20 hours in a given term (or eight hours in a summer session). Permission is granted by the Dean of the School in which the student is enrolled. Courses taken by correspondence, extension, online or televised instruction count as part of the total academic load.

International students must be enrolled full-time in 12 credits per term and in at least 9 on-ground credits each term. They may take online classes above the 9 credit threshold. Students enrolled in their last term who only have one course remaining must be enrolled in an on-ground course and must file a Reduced Course Load request with OKWU's Designated School Official (DSO).

A credit hour is defined in the policy entitled, "Credit Hour Definition Policy."



In order to be the best possible stewards of their time, energy, and finances, students should carefully consider their course loads when planning any outside work schedules. Typically, the University expects students to spend an average of two hours studying for every one hour spent in the classroom. Therefore, carrying a 15-credit load is roughly equivalent to assuming the responsibilities of a 45-hour work week.

The following schedule should be used to understand the relationship between class load, study time, and work load:

<b>Class Load</b>	<b>Avg. Study Hours</b>	<b>Suggested Work Load</b>	<b>Total Hours</b>
15-17 credits	30-35	10 hours (or fewer)	55-61
12-14 credits	24-28	15 hours (or fewer)	51-57
9-11 credits	18-22	20 hours (or fewer)	47-53
6-8 credits	12-16	25 hours (or fewer)	43-49

### **Credit Hour Definition Policy**

“One credit hour” shall be defined as: an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalence that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practicums, studio work, field trips, independent study, and other academic work leading to the award of credit hours.

In courses, such as those offered online, in which “seat time” does not apply, a credit hour may be measured by an equivalent amount of work, as defined in the intended learning outcomes for the course.

### **Credit Hour Definition Practice**

While the definition of “credit hour” references the traditional calculation of credit, i.e. approximately one hour of classroom seat time and two hours of outside class work per hour of credit, nothing in the policy is intended to eliminate or impede OKWU’s flexibility in delivering course content, so long as they result in institutional equivalencies of measurable outcomes that reasonably approximate the traditional calculation of a credit hour. Factors such as non-traditional delivery methods, measurements of student work, academic calendars, disciplines, and degree levels can be considered.

The practice of determining credit hours for a new course includes the review of breadth and depth of the subject material, course content, the workload represented by that coursework, the intended learning outcomes, and the comparability of the credit-hour value of the course with other peer institutions. Through this process, the required “equivalence” component of the definition is achieved. The course credit determination is approved by the faculty and dean of the school(s) involved in the course.

### **Course Numbering System**

Each course is assigned a four-digit course number. The first digit indicates when students might be expected to take the course. For example, a 1000-level course is typically taken in the freshman year, a 2000-level course in the sophomore year, etc.

### **Remedial Courses**

Remedial courses may not be used to meet graduation requirements.

## Class Standing

For convenience in organization, students are classified at the beginning of each term according to the following categories:

- Freshmen .....students having completed 1-29 credit hours
- Sophomores .....students having completed 30-59 credit hours
- Juniors .....students having completed 60-89 credit hours
- Seniors .....students having completed at least 90 credit hours (senior status does not necessarily assure graduation with that class)
- Special .....students having completed a baccalaureate degree or those not wishing to pursue a degree program

## Learning Philosophy

The Graduate & Professional Studies curricular format is accelerated. Interaction among participants is emphasized, and teamwork plays an important role in the learning process. This approach to learning is founded on the philosophical assumption that adult students have significant skills to draw upon and significant experience from which to share.

**Motivation** — Adults who choose to return to school after a time in the work force are typically motivated to give the effort needed to benefit from classes for which they are sacrificing. Because of this motivation, learning proceeds much more quickly, and faculty do not have to spend valuable time urging students to attend to their assignments.

**Discipline** — From being in the work force and managing the complexities of both professional and personal responsibilities, adults have developed a sense of discipline that serves them well. Assignments can be completed within tight periods despite busy schedules and heavy work, family, and/or church responsibilities.

**Experience** — Educational theory teaches that students learn best by relating abstractions to concrete experiences. For this reason, a person who has experienced a work environment and been placed in leadership positions in the past is better able to absorb abstract concepts of management and leadership.

**Independence** — To succeed in life, adults have learned to seek information on their own from a variety of sources. Consequently, degree programs rely on student ability to independently gather and process information, without having to rely on a “teacher” as the only fountain from which all information flows. Reading and research outside the classroom allow students to fill in the gaps between their current knowledge and the knowledge necessary to meet the objectives of courses that are part of the degree programs.

**Activity** — The more active people are in their own learning, the better the learning. When students interact in small groups, engage in role-play, prepare projects, and apply techniques in the workplace, the learning is deep, and retention is long.

**Teamwork** — Group learning is widely recognized as an effective learning technique. Peers tutor each other in groups. There is emotional support in groups. Warm friendships develop in groups, resulting in a positive climate for learning. Learning, which would not have occurred individually, happens in groups as a synergy is created. Weaknesses in one student are offset by strengths of others in the group. Teamwork, cooperation, and leadership skills are fostered within learning teams.

## Community Expectations

OKWU is committed to the ideal of intellectual, spiritual, physical, and social wellness. The University does not condone the use of tobacco, alcohol, or illegal drugs. Students are expected to refrain from smoking or chewing tobacco products in all OKWU classrooms. Smoking or chewing tobacco products, alcoholic beverages, illegal drugs, and firearms are not permitted on OKWU premises, including remote classroom locations or any building or parts of buildings owned or operated by OKWU.

The University expects students to adhere to federal, state, and local laws. Students are expected to exhibit behavior in all OKWU classrooms (on or off the Bartlesville campus) that is considerate of other students in the program and in keeping with the Christian mission of the institution.

OKWU is a Christian University of higher education which upholds high standards of personal and professional conduct. Such standards include a classroom environment that promotes a positive learning experience and a professional instructional climate. Students are encouraged to conduct themselves in a professional manner with respect for the rights of other students and faculty. The University or its representatives reserve the right to act in situations where student behavior violates established policy or detracts from the ability of students or faculty to function effectively in the classroom. Such action may include disciplinary procedures or may lead to suspension from the program and/or the University. Only regularly enrolled students may attend class unless granted permission by the University administration and arrangements are made with the instructor.

### **Programs: Master, Baccalaureate, Associate**

The degree programs offered through the Graduate & Professional Studies Department are designed for working adults who may have acquired learning through college or university courses, through career experiences, through professional or military schools, or through in-service training. The curriculum is designed and delivered to enable graduates to deal effectively with an increasingly complex work environment. The programs stress development of the leadership skills necessary to be successful in the professional world.

Currently, the Graduate & Professional Studies department delivers an associate degree in:

- Arts and Sciences:
  - Associate of Arts in General Studies
  - Associate of Applied Science in Technical Programs
- Ministry & Christian Thought:
  - Associate of Applied Science in Christian Ministry
  - Associate of Arts in Church Planting and Discipleship
  - Associate of Arts in Wesleyan Ministry

A baccalaureate degree in:

- Business
  - Bachelor of Science with a major in Business Administration and concentrations in Accounting, Finance, Healthcare Administration, Management and Marketing
  - Bachelor of Science in Organizational Management
- Arts and Sciences:
  - Bachelor of Science in Liberal Studies
  - Bachelor of Science in Psychology Studies
- Ministry and Christian Thought
  - Bachelor of Science in Ministry and Leadership
- Nursing: Bachelor of Science in Nursing

On the graduate degree level, OKWU offers a Master in the following degree programs:

- Business Administration
- Education
- Nursing
- Strategic Leadership

(For detailed information about graduate programs, please consult the Graduate Catalog.)

In order for students to complete the 126 credit hours required for a baccalaureate degree, the University offers a variety of courses—to fulfill general education or elective requirements—through the STEP and College After Hours (CAH) programs. Some CAH courses may be taken concurrently while students are completing their major course sequence. Due to the accelerated nature of Graduate & Professional Studies programs, the University allows students to take no more than one College After Hours course concurrently with a major course. University policy

does not allow students to compress or double up major courses to accelerate the existing completion or graduation schedules. Students are urged to contact their Academic Advisor to register for a course, to ensure that a course has enough students to be offered, and to receive course materials in ample time.

For more details on any Business program, students should see the [Chesapeake Energy School of Business](#) section of this *University Catalog*. For more details on the Nursing program, students should see the [School of Nursing](#) section. For more details on the Ministry program, students should see the [School of Ministry and Christian Thought](#) section. For more details on the STEP program, students should refer to the end of this section of the *University Catalog*.

## **Learning Teams**

OKWU recognizes that key employers want employees who can effectively function in teams, who understand the value of teamwork, and who assume responsibilities for accomplishments in the workplace and for continued professional development. Therefore, OKWU has designed a professional, cutting-edge curriculum in which learning teams play several essential roles. Learning teams provide educational synergy; more learning takes place in less time, thus providing much of the acceleration found in Graduate & Professional Studies programs. Learning team responsibilities, when dictated by course content, may involve activities outside of class and some in-class presentations. No more than two family members may be on the same learning team.

Three different types of Graduate & Professional Studies courses involve three different levels of team activity:

1. Skill courses (e.g., Written Communication, Math, and Speech) will typically have no study team activities.
2. Other general education or general elective courses may have some moderate level of study team activity. The acquisition of some material by interaction with class members outside of class sessions may be a part of course requirements.
3. Business and Nursing major courses will have extensive group involvement, consisting of projects that last throughout a course. Outside class activities will be required and usually will culminate in team presentations to the entire cohort.

## **Registration**

The registration process includes accessing the online student information system, reviewing degree requirements with an enrollment services manager, submitting a signed schedule for enrollment, registering motor vehicles, confirming financial aid, making financial arrangements. Students cannot attend classes until all financial arrangements are complete and validated by the Financial Aid Office.

## **Late Registration**

All students are urged to be present and registered by the first day of each course. For students enrolled in an online class, a course may be added up to the 3<sup>rd</sup> day (Wednesday at 5PM) of classes. For students enrolled in an on-ground course, a course may be added prior to the start of the 2<sup>nd</sup> session (5PM of the day that the class meets). Classes missed due to late registration are counted as part of the student's total absences. Late registration may include a late add fee.

## **Registration Contract**

Students are required to sign a Registration Contract for their entire program. Students who have been out of the program for 90 days or more will be required to reapply and sign a new registration contract when they re-enter.

## **Dropping a Course**

Prior to the beginning of the term, students may drop a course by logging into Web Access and submitting the drop request to the Academic Advisor for approval.

Once the term has started, students will need to contact their Academic Advisor in order to request a course be dropped.

Dropping a course during the first week will mean no grade is entered for the course. Dropping a course is subject to fees and tuition as outlined in the Student Accounts Information section.

## **Withdrawal**

Students may voluntarily withdraw from a course after the start of the second session of a course through the start of the last two sessions of the course. Students wishing to withdraw from course must notify the Academic Advisor so an official withdrawal form can be completed. A 'W' grade will be recorded on the transcript as attempted but not earned; GPA is not affected. Withdrawal from a course(s) may affect the amount of the financial aid a student is entitled to receive. Arrangements must be made with Student Accounts for payment of all remaining charges. No withdrawal is permitted in the last two weeks of any GPS course.

(Withdrawals are subject to fees and tuition as outlined in the Student Accounts Information section.)

## **Late Withdrawal**

No withdrawal is permitted in the last two weeks of any GPS course.

Occasionally, students who are performing well in a course may find themselves unable to complete academic work and need to withdraw from a course due to legitimate personal reasons. In these instances, a student should contact the instructor and their Academic Advisor to request an Incomplete ('I') and an extension. In such cases, the GPS office is more than willing to work out arrangements with students to allow them the opportunity to complete their work. Any arrangements must abide by the University's Incomplete Grade policy.

Students are not permitted to withdraw or take an Incomplete for a course in which they currently have a failing grade per the University's Incomplete Grades policy.

## **Financial Aid Implications**

Students who are receiving financial aid should be aware of any implications for their aid packages because of changes in registration or enrollment hours. Students are advised to consult the financial aid office and their Academic Advisor before failing to attend a course, dropping a course, or withdrawing from a course once it has started.

## **Cohort Progression and Withdrawal**

A student who is dropped from a course due to non-attendance in the first session should consult with his/her Academic Advisor to determine needed changes to course schedule. Depending on the degree program, every effort will be made to ensure that students remain on track with their cohort. Nursing programs use lock-step cohorts, so students in these programs should consult with their Academic Advisor before requesting any changes to their course schedules.

A student who has been withdrawn from a program or who withdraws from a full term must apply for readmission to OKWU.

Upon readmission, the student will work with an Enrollment Services Manager to register for the courses that need to be repeated. Once the courses have been successfully repeated, the student will be reassigned to a new class cohort; based on availability and be permitted to join the new cohort at the appropriate course.

Students are responsible for all financial obligations up to the date of withdrawal. If students are receiving financial aid, changes in enrollment status may change aid eligibility. Therefore, before initiating a change in status, students receiving aid should contact the Financial Aid Office on the main campus to determine the impact on aid eligibility ([financialaid@okwu.edu](mailto:financialaid@okwu.edu) or 918/335-6282).

## **Military Active Duty**

In the event of deployment, active duty military personnel may request to be withdrawn from a course and/or program up to 30 days post deployment date with no penalties and may re-enter their program at any time without penalty.

## Grading Policy

Students have access to their grades through Web Access provided by the University. In accordance with the Family Rights and Privacy Act, grades are confidential information. Under no circumstance will a grade be disclosed over the phone or via email.

Only the instructor of the course can make a grade change. If a student believes that the grade has been improperly given, the instructor should be contacted no later than 6 weeks after the end of the course. If the instructor decides that a grade change is warranted, the instructor will submit an appropriate change of grade form to the Registrar.

## Grading System

The quality of a student's performance in a course is recognized by a letter grade. Except in cases of clerical error or academic dishonesty, no instructor may change a grade that has been submitted and recorded on the official transcript. A student who believes a grade miscalculation has occurred should consult the professor who taught the course. A student must file an appeal to change a grade within 6 weeks after the last day of classes. At the end of the 6 week appeal period the student has lost the privilege of the appeal process.

**Grade points** (or quality points) are the numerical equivalent of letter grades and are assigned for each credit earned according to the grading scale (below). For example, an "A" in a three-hour course would give the student 12 grade points. These points express the quality of a student's performance in terms of numbers for the purpose of determining academic achievement, rank in class, and term or graduation honors.

Grades, with their explanations and grade points (per credit hour), are as follows:

A .....	(Superior) .....	4.0 grade points
A- .....		3.7 grade points
B+ .....		3.3 grade points
B .....	(Above Average) .....	3.0 grade points
B- .....		2.7 grade points
C+ .....		2.3 grade points
C .....	(Average) .....	2.0 grade points
C- .....		1.7 grade points
D+ .....		1.3 grade points
D .....	(Below Average) .....	1.0 grade point
D- .....		0.7 grade points
F .....	(Failing) .....	0.0 grade points
I .....	(Incomplete) .....	Becomes "F" if not completed within five weeks
P .....	(Passing) .....	Chapel grade only (not computed in grade-point
W .....	(Withdrawn) .....	Not computed in grade point average
S .....	(Satisfactory) .....	Not computed in grade point average
U .....	(Unsatisfactory) .....	0.0 grade points per credit hour
CR .....		Credit by Examination or Life Learning Credit (not computed in grade point averages)

A student's **grade point average** (GPA) is figured each term and cumulatively calculated. GPA is determined by dividing grade points earned by number of credit hours completed, less neutrals, plus failed courses.

## OKWU Grading Scale

A = 100.00-93.00%	C = 76.99-73.00%
A- = 92.99-90.00%	C- = 72.99-70.00%
B+ = 89.99-87.00%	D+ = 69.99-67.00%
B = 86.99-83.00%	D = 66.99-63.00%
B- = 82.99-80.00%	D- = 62.99-60.00%
C+ = 79.99-77.00%	F = Below 60.00%

## Incomplete Grades

An incomplete ("I") may be given when a student has done satisfactory work in a course but has been unable to complete all of the coursework because of an extenuating circumstance such as a severe and extended illness or a family situation that has resulted in the student's inability to complete all coursework by the end of the course.

For an Incomplete request to be granted, all of the following conditions must be met:

1. The instructor must confirm by signature that the student has completed at least 60% of the coursework at the time of the request (note: the term coursework refers to all activities associated with a grade).
2. The coursework completed before the request must be of a quality that would earn the student a passing grade in the course if that coursework were all that was required.
3. The request for an Incomplete must be made no earlier than 14 calendar days before the last day of the course and no later than 5:00 p.m. on the last day of the course.
4. The student must obtain signatures from the instructor, his or her Academic Advisor, the dean of the school through which the course is offered, and the dean of the student's major, if different from the dean of the school through which the course is offered.
5. The form must be submitted to the Registrar no later than 5:00 p.m. on the last day of the course. For a course that does not end on a regular business day, the Registrar must receive the completed form no later than 5:00 p.m. of the first business day after the course has ended. (Note that #3 above deals with due dates of the request, and this point deals with the due date for the completed request being submitted to the Registrar.)

If the request for an Incomplete is granted, the remaining work must be made up within five (5) full weeks of the end of the course for which the Incomplete was requested. If the work is not completed within the prescribed five (5) weeks, the Registrar will change the grade to an "F."

An Incomplete will not be granted for the purpose of redoing previously submitted work for the purpose of raising a grade.

Furthermore, students should note that they will need to contact their professor for information about making up submissions to online discussion forums that were missed. They should also note that instructors reserve the right to deny make-up related to online discussion forums since discussion forums are intended to foster dialogue with classmates who will no longer be engaged in a course once it has ended. Additionally, instructors reserve the right to refuse a student's contributions to group assignments and projects that were not submitted with the work from other group members.

## English Progression Policy

Students must successfully complete (with a C- or better) ENGL 1613 Written Communications I within their first 9 hours. If students do not complete the course successfully, they will be re-enrolled in the next offering (online or evening), and they will take this course instead of the one predetermined in their academic plan. Predetermined courses will be replaced with ENGL 1613 until the course has been completed successfully.

## Repeated Course

Students may repeat courses according to the university's grade repeat policy. If a student repeats a course, the higher grade received will be used in computing the GPA. Both grades will remain a part of the student's permanent record. A student may not repeat courses that OKWU has discontinued or canceled, nor can courses be repeated after the student's degree has been awarded. If a student has transfer credit on the OKWU transcript and wishes to repeat the course, the course can only be repeated at OKWU, if applicable.

## Academic Honors

All students who complete 8 or more credit hours for courses which bear grade points (i.e., for courses which give the following grades "A", "B", "C", "D", "F", or "U") are eligible for academic honors. Those who meet these criteria and whose term GPA is 4.00 are placed on the **President's List**. Those who meet these criteria and whose term GPA is between 3.50 and 3.99 are placed on the **Dean's List**. No student with an "incomplete" grade will be listed.

### **Satisfactory Academic Progress (SAP)**

All students are expected to maintain a cumulative GPA and a term GPA of at least 2.0 to remain in good academic standing. If either GPA falls below a 2.0, the student will be placed on one of the following academic statuses. Individual schools may have higher academic standards that are program specific.

### **Academic Early Alert**

This is not an official academic standing and is only used internally as way to identify students who may require academic support. The following scenario will result in a student receiving an Early Alert Status:

- A student in good academic standing whose successive term earns a GPA of less than 2.0 and whose cumulative GPA remains above a 2.0

A student shall be removed from Academic Early Alert and placed in good academic standing if his/her successive term GPA is above a 2.0 and whose cumulative GPA also remains above a 2.0.

### **Academic Warning**

The following scenarios will result in a student being placed on Academic Warning

- Students admitted on probation will be placed on Academic Warning in their initial term
- An Academic Early Alert student who earns a term GPA below 2.0 in the successive term
- A student in good academic standing who earns a term GPA below 1.0
- A student in good academic standing whose cumulative GPA becomes less than 2.0

A student shall be removed from Academic Warning and placed in good academic standing if his/her successive term GPA is above a 2.0 and whose cumulative GPA also remains above a 2.0.

### **Academic Probation**

If a student has been on Academic Warning and fails to meet SAP standard(s), the student will be ineligible for academic enrollment. Academic Probation is for students who have failed to meet the standards after the warning period, are suspended, and been granted a successful appeal of their ineligibility. If granted, the Appeal Committee will create an academic plan which will define the required components of continued eligibility and will specify the length of the academic plan. If the student maintains the requirements of the plan or if SAP standards are met, the student will regain academic eligibility. If a student fails to meet the requirements of the academic plan, the student will be ineligible for future enrollment at OKWU until SAP standards are met.

### **Academic Suspension**

The following scenarios will result in a student being placed on Academic Suspension

- A student on Academic Warning or Probation who earns a term GPA below a 2.0
- A student on Academic Warning or Probation who earns a cumulative GPA below a 2.0
- A student enrolled in 6 or more credits who earns a 0.0 term GPA

A student who is academically suspended has the right to appeal his/her suspension if there are mitigating circumstances that prevented the student from making Satisfactory Academic Progress (SAP). The appeal must explain 1) why he/she failed to make SAP and 2) what has changed that will allow him/her to make satisfactory academic progress at the next evaluation. Any appeal should be made by submitting a detailed essay and supporting documentation for items 1 and 2 to [onlineadvising@okwu.edu](mailto:onlineadvising@okwu.edu).

### **Academic Grievance Process**

Students who wish to appeal either a final course grade or the grade of a specific assignment or test should understand that appeals must be accompanied by evidence that

1. The grade issued by the instructor is not representative of the student's work, according to standards set forth in the course syllabus and/or specific assignment instructions, and/or



2. Assigned work and/or course instruction demonstrated egregiously ambiguous guidelines or an unreasonable departure from expectations expressed in the course syllabus, specific assignment instructions, or other pertinent instructional documents.

Students should expect any appeal that is not accompanied by the evidence outlined above to be automatically denied.

If a student believes he or she has produced the evidence noted above and therefore deems it appropriate to appeal a final course grade or an assignment or test grade, the grievance process outlined below must be followed:

1. A student who wishes to appeal a final course grade should seek a solution with the concerned instructor within two weeks of the posting of the final grade; a student who wishes to appeal an assignment or test grade should seek a solution within three business days of the professor recording the student's grade or returning the work to the student.
2. If there is no satisfactory resolution with the instructor, the review appeal must be made in writing to the Dean of the course to issue a ruling in writing to the student.
3. If that appeal is not satisfactorily resolved, the final appeal may be pursued with the Office of Academic Affairs. The Chief Academic Officer will seek a resolution or may refer the matter to an ad hoc committee on academic standards. The decision of the Chief Academic Officer, or the ad hoc committee if so empowered, is the final word in this grievance process.

### **Attendance, Absence and Class Participation**

As an academic institution, OKWU places the highest priority on learning. Class participation - whether online or in an evening face-to-face class - is an essential component of undergraduate and graduate learning. To ensure that the educational experience of all students is robust and constructive, students are expected to actively participate in classes. This includes engaging in class discussions and activities. Thus, although attendance is not tracked, active participation is a part of academic grading for all GPS courses.

Students who do not participate in class sessions should be aware of the academic or grading consequences. If a student's schedule hinders participation, the student is responsible for contacting his/her Academic Advisor for schedule changes. Students who are receiving financial aid should be aware of possible implications for their aid packages resulting from changes in registration or enrollment hours. Students are advised to consult the financial aid office and their advisor before failing to participate in a course, dropping a course, or withdrawing from a course once it has started.

### **Class Sessions**

**Evening program** – A class session in the evening program is the designated time in which the course physically meets on campus. In the GPS evening program, class sessions normally occur once each week for 4 hours (6:00pm – 10:00pm).

**Online program** – A class session in the online program is defined as a calendar week beginning on Monday, 12:01 am (Central Time) and concluding seven (7) consecutive days later on Sunday, 11:59 pm (CT).

### **Unofficial Withdrawal Policy**

The enrollment verification process is designed to ensure clear reinforcement of the message that class attendance at OKWU is important. All students get the best possible opportunity for academic success by being present at the beginning of class.

If a student does not log in and complete the course verification survey within the first 7-day period of a course, OKWU will consider that student an unofficial withdrawal and OKWU will terminate the enrollment for that course. If there are consecutive courses where a student does not log in and complete the course verification survey within the first 7-day period of a course, OKWU will consider that student an unofficial withdrawal from the course and

also from the university. A student who is unofficially withdrawn will have their tuition charges reversed; however, fees may apply. An unofficial withdrawal will likely impact the amount of financial aid that a student may receive.

For online classes, the withdrawal date will be the 7<sup>th</sup> day of the course. For an on-ground course, the withdrawal date will be the date of the first class session. It is the student's responsibility to confirm attendance, participation, and classwork requirements.

If a student fails to earn a passing grade for all courses within a term, this student will be reviewed to determine if he/she is an unofficial withdrawal. An unofficial withdrawal is defined by the Department of Education as a student who ceases to attend classes but does not officially withdraw. If after review, it is determined that the student is an unofficial withdrawal, the Office of Financial Aid may be required to recalculate your financial aid. This may result in a balance due on your student account.

### **First Week Attendance/Participation**

Students who know they will be absent for the first class session should contact their instructor and Academic Advisor prior to the first class session to explain their absence and request that they not be dropped from the class.

Students who notify the instructor before the first session (evening) or before the end of the first week (online) will not be dropped from the course but will be graded according the syllabus on all assignments, including class participation or discussion.

In all GPS online courses, students indicate their intent to participate in the course by completing a specific, designated survey during the first week. Failure to complete this Week 1 Course Participation activity will automatically result in the student being withdrawn from the course at the start of the second week.

### **Absences**

Attendance is not formally tracked or reported in GPS courses. However, because class participation is a part of the academic work of the class, students who miss class sessions should be aware of the academic or grading consequences for their absences.

GPS students are expected to carefully manage their time and personal schedules. Students who find it necessary to miss a class session should be proactive in communicating with their instructor to make arrangements for completing any missed work, where possible. As some course requirements, such as class participation or discussion questions, may not be able to be made up, the course instructor must give their permission to submit any late work.

Any student who sees he/she may have difficulty attending or completing a course is strongly encouraged to contact his/her Academic Advisor and make arrangements to withdraw from the course.

### **Majors**

Complete tables of course requirements for each major may be found in the appropriate academic section of this *University Catalog*.

### **Minors**

Various schools have identified areas in which students may minor. If students elect to minor, they must complete a minimum of 18 hours with at least 9 unique hours. Student will work with the Dean of the school on coursework required for a minor.

### **Double Majors**

For a double major, students must complete the major requirements for both majors. This will require the completion of at least 19 hours in the second area that were not common to the first major. To receive a double major, a student must complete both majors before the degree is conferred.

### **Second Baccalaureate Degree**

The general requirements for a second baccalaureate degree include the following:

1. The fulfillment of all the requirements of the second major and any proficiencies required by that major.
2. The completion of Christian Worldview & Apologetics (CHAL 3103) if not previously completed.
3. The completion of a minimum of 30 hours of course work not used on a previous degree. Repeated course work (that for which the student earned a grade of "C-" or lower for another degree) may not be included in this 30 hours.
4. The completion of the last 30 credit hours of course work at OKWU.

The second baccalaureate degree is earned by a student at some time **after** the first baccalaureate degree has been earned.

### Approval of Transfer Courses

To ensure that credit will be accepted, students pursuing a degree program at OKWU will need *prior* approval from their Academic Advisor and the Registrar for any courses taken at another institution after entering OKWU. Request for Approval of Transfer Course Forms are available on the Registrar's Office website at [www.okwu.edu/registrar](http://www.okwu.edu/registrar).

**Transfer of D's:** OKWU will post to student transcripts only courses in which a "C-" or higher has been earned. Students may petition the Registrar to transfer in up to 6 hours of "D" or "D+." Grades of "D" or "D+" may not be used to satisfy requirements in Written Communication 1 or 2. Posted credits may not necessarily satisfy major or program requirements.

**Correspondence:** A maximum of six hours is accepted to meet general education or elective requirements. To insure transferability of a course taken by correspondence, students should have prior written approval from their advisor and from the Registrar. Up to six credits may be transferred in via correspondence.

### Course Substitutions

Substitutions require completion of the Course Substitution Approval form with all necessary signatures and course description if transferred from another college.

### Directed Study Policy

A directed study course will be an approved course in the *University Catalog*. Due to the nature of some courses, not all courses will be available by directed study nor is a professor obligated to teach via this method. However, directed studies will be offered only under extreme circumstances. Strong self-discipline and adequate course prerequisites are essential to the successful completion of a directed study.

This method is available only to students carrying a cumulative GPA of 3.0 or higher and may be granted only in very rare circumstances. The student will initiate the directed study approval process in consultation with the student's Academic Advisor. The directed study form will need to be completed, an instructor will be assigned and will need to supply an edited syllabus.

Directed study courses must be approved by the student's Academic Advisor, the teaching professor, the Dean of the School, and the Office of Academic Affairs prior to enrolling in the course.

Students are charged an extra fee (per credit hour) for a directed study. The directed study fee may not be waived. Directed study courses provide individualized educational experiences for students under the supervision of OKWU faculty members. Directed study courses shall not be approved unless there is strong evidence that delay in taking a course would cause an academic hardship for the student.

The Registrar's Office approves the assigned dates for any directed study and registers the student. Credit will be awarded only if all course requirements are fulfilled no later than one week past the assigned date on the registration form. If course work is not received by this time, the student will receive an F in the course.

### Educational Partnership

OKWU has entered into a variety of articulation agreements with colleges and universities. These partnerships will provide additional educational opportunities for currently enrolled and potential students. Detailed plans may be obtained from the OKWU Registrar's Office.

## Alternative University Credit

Students may earn up to 50% of the degree required credits using alternative credits. These include credit by examination, military training, prior learning assessment, life-learning credit and non-accredited transfer work.

- In order to be transcribed, alternative credits must count towards the degree plan.
- The final 24 hours earned at OKWU may include 6 credits for an associate's degree or 12 credits for a bachelor's degree earned through Categories A and B.

## Alternative Credit Categories

**Category A:** Life Learning Paper and Prior Learning Assessment

- Maximum of 11 credits for an associate's degree
- Maximum of 22 credits for a bachelor's degree

**Category B:** Credit by examination, such as AP, StraighterLine, CLEP, DANTES, IBO, etc.

- Maximum of 18 credits for an associate's degree
- Maximum of 36 credits for a bachelor's degree

**Category C:** Military training

- Maximum of 40 credits for an associate's or bachelor's degree

**Category D:** Non-Accredited Schools

- Maximum credits of 30 credits for an associate's degree
- Maximum of 63 credits for a bachelor's degree

## Life Learning Papers and Prior Learning Assessment

Requests for Life Learning Paper (LLP) and/or Prior Learning Assessment (PLA) credit must be submitted to the student's Academic Advisor on the appropriate forms. Only current licensure, certificates, etc. will be considered for credit. The awarding of credit is limited to those academic and technical areas/subjects currently being taught by OKWU at the time of the application submission. Requests for academic credit for subjects outside these areas will not be approved. An assessment fee is charged for each credit hour evaluated, awarded and placed on the student's transcript. Alternative credits are entered as neutral credits and have no impact on the GPA of the student.

Students seeking credit for either Life-Learning Papers (LLP) or Prior Learning Assessment (PLA) must follow the timetable below in order to allow ample opportunity to evaluate these applications for credit. Applications submitted *after* deadlines will be evaluated, but final approval cannot be guaranteed before the expected graduation date.

### Application deadline:

Spring Graduates: October 1

Summer Graduates: December 1

Fall Graduates: March 1

## Standardized Examinations (AP, CLEP, DANTES, IBO, StraighterLine)

Advanced course standing and University credit may be granted to fulfill a graduation requirement for students who pass the College Entrance Examination Board Advanced Placement Tests, CLEP Subject Exams, DANTES, International Baccalaureate exams or StraighterLine course. For credit by examination scores to be included on an OKWU transcript, students must complete a minimum of 12 hours at OKWU with a minimum GPA of 2.0 and be in good academic standing. Standardized examination credits are entered as neutral credits and have no impact on the GPA of the student.

Inquiry concerning these tests should be directed to a high school guidance office or one of the following websites: [CollegeBoard](#), [DANTES](#), or [International Baccalaureate](#). Students may also contact the OKWU Student Success Center (SSC) at 918-335-6296 or [ssc@okwu.edu](mailto:ssc@okwu.edu) for questions about using OKWU's testing center.

Students seeking credit using Standardized Examinations (AP, CLEP, DANTES, IBO or StraighterLine) must follow the timetable below in order to allow ample opportunity to evaluate these applications for credit. Applications submitted *after* deadlines will be evaluated, but final approval cannot be guaranteed before the expected graduation date.

**Application deadline:**

Spring Graduates: October 1

Summer Graduates: December

Fall Graduates: March 1

## **Military Training**

Military training recorded on a DD214 or Military transcript will be granted for elective credits. Inquiry concerning these records should be directed to [Welcome Veterans to the DD214 Website!](#) for a military transcript.

## **Non-accredited School Credit Determination**

- Non-accredited school with an articulation agreement: Credits will be transcribed according to the articulation agreement's transfer credit policy.
- Non-accredited schools with CHEA approval: Courses will be vetted by the Dean for appropriate academic standards and transfer credits will be applied according to the Dean's recommendation.
- International transcripts: Transcript must be evaluated by an approved organization, i.e. World Education Services ([WES](#)), American Association of Collegiate Registrars and Admissions Officers ([AACRAO](#)), International Credentials Evaluations ([InCred](#)), or National Association of Credential Evaluation Services ([NACES](#)).
- and an official copy of the international transcript needs to be submitted to the Admissions Office. After evaluation, courses will be vetted by the Dean for appropriate academic standards and transfer credits will be applied according to the Dean's recommendation.
- Non-accredited school but ACE approved programs: If a program or course has been reviewed by ACE for content, score, rigor and assessment and determined to have academic credit, transfer credit will be applied according to ACE's recommendation.
- Other non-accredited schools: May be reviewed at the request of the student for an internal audit. The school and courses must be approved by the School and the Provost's Office for approved transfer credit.

## **ACCESS Audit Program**

For a minimal ACCESS audit program fee, individuals can enroll in any of the regularly scheduled courses on a non-credit basis. Students desiring to audit a Nursing course must petition the Nursing Faculty Council for approval before enrolling. This excludes private lessons, directed studies, and the laboratory portion of science courses. This option is open to anyone who can meet the University's admissions policy requirements. It allows individuals to pursue their intellectual, professional, and personal interests without having to be admitted to the University. Daily assignments may be completed and exams may be taken, but they are not required, and the instructor is under no obligation to read or correct them. In order to receive credit for a course that has been audited, the course must be taken for credit in a subsequent term.

## **Application for Graduation**

Students who expect to complete their degree at the end of the upcoming term should complete an application to graduate. OKWU does allow a student to apply to graduate if a student will be within 6 credit hours of degree completion at the end of their graduating term.

- Application for graduation will be due March for May conferrals and graduation ceremony and in October for December conferrals and graduation ceremony
- Must be within 6 credits of completing the degree requirements at the completion of the current term and must have all courses required for graduation identified at the time of application for graduation
- Must pay a graduation fee which will be added to the student account. Students who do not complete the work as scheduled will be charged an additional graduation fee during the academic term in which they complete their work

## **Residency Requirement**

The completion of the last 30 credit hours must be earned in residence (i.e., taken from OKWU) to qualify for

graduation from OKWU, at least 20 hours of the major and nine hours of the minor completed in residence; any exception requires special permission. Active duty service members may request a waiver of the last 30 credit hour requirement.

### **Graduation Requirements—Associate of Applied Science Degree in Technical Programs**

The Associate of Applied Science degree is a cooperative program between OKWU and a school with an articulation agreement in which students complete a minimum of 30 hours of general studies and OKWU grants a block of up to 30 credit hours for a concentration in an approved technical program. Degree requirements for this program are listed in the School of Arts and Sciences under the Science and Mathematics section.

The general requirements for the Associate of Applied Science degree include the following:

1. The completion of all general education and other courses as specified by the program with a cumulative grade point average of 2.0 or higher
2. The completion of at least 30 credit hours of general education courses: at least 15 hours of these general education hours must be taken at Oklahoma Wesleyan
3. University, and up to 6 hours may be transferred in from another college-level institution
4. The completion of proficiencies required by the particular area of concentration
5. Approval of Faculty Council for the conferring of the degree

### **Graduation Requirements –Associate of Arts Degree**

The general requirements for the Associate of Arts degree include the following:

1. The completion of all general education and other courses as specified by the program (see table) with a cumulative grade point average of 2.0 or higher
2. The completion of proficiencies required by the particular area of concentration
3. The completion of the last 15 credit hours of course work taken at OKWU with at least 12 hours of the major completed in residence; any exception requires special permission. Active duty service members may request a waiver of the last 15 credit hour requirement
4. Approval of Faculty Council for the conferring of the degree

Because OKWU views the liberal arts as the core of all University degrees, general education requirements have been established and listed within the specific degree program.

### **Graduation Requirements for Bachelor's Degrees**

To earn a bachelor degree, students must satisfactorily complete the following graduation requirements:

1. A total of 126 credit hours with a minimum cumulative GPA of 2.0 for Business, Psychology, and Ministry programs and a minimum cumulative GPA of 2.5 for Nursing programs
2. A total of 42-45 credit hours in an OKWU major. A total of 30 hours for Organizational Management.
3. A total of 45 credit hours of general education requirements beyond those already completed in the major curriculum.
4. The completion of the last 30 credit hours of course work taken at OKWU with at least 20 hours of the major (and nine hours of the minor) completed in residence; any exception needs to be requested prior to taking a course elsewhere. Active duty service members may request a waiver of the last 30 credit hour requirement.
5. After the major courses are completed, a student has five years to complete all other requirements for a bachelor's degree.
6. Payment of all tuition and fees.
7. Approval of the faculty.

### **Graduation Honors**

Honors are based on a student's final cumulative GPA. At the time of Commencement, a final cumulative GPA may not, as yet, be calculated due to ungraded courses or future scheduled courses. Therefore, the honors announced at Commencement will reflect the current cumulative GPA that is reflected on the student's transcript. Once the degree is conferred, official honors will be placed on the student's record and listed on all transcripts.

- **Cum Laude:** a cumulative grade point average of 3.50 – 3.69
- **Magna Cum Laude:** a cumulative grade point average of 3.70 - 3.89
- **Summa Cum Laude:** a cumulative grade point average of 3.90 – 4.00

## Commencement

Commencement is the ceremony commonly referred to as “graduation.” It is a symbolic recognition of graduation for the candidates. Participation does not constitute the completion of the degree requirements and the program is not an official list of graduates or honor recipients. To participate, the student:

- Must have an approved graduation application on file for the current term
- Must not have a balance due on their student account

**May Commencement** — GPS commencement ceremonies are on the weekend of the second Saturday of May.

**December Commencement** — GPS commencement ceremonies are on the weekend of the second Saturday of December.

\*See the [academic calendar](#) regarding change to the 2020 fall commencement date due to COVID-19.

## Degree Conferral

Degree conferral is the process by which OKWU awards a degree earned. Degrees are conferred on the last day of the term in which academic requirements are met, and will be posted on transcripts at the next scheduled posting date following the successful completion of all course work.

- Fall completion of courses – December conferral
- Spring completion of courses – May conferral
- Summer completion of courses- August conferral

## Honorary Posthumous Degree Policy

Such degrees shall generally be unearned, nonacademic degrees recognizing the meritorious but incomplete earned work of a deceased student, generally a student who was deceased in the last term of work. An honorary posthumous degree may be awarded to a student who dies while enrolled in a degree program of OKWU, subject to the following conditions:

1. To be eligible, the student must have been enrolled in a degree program offered by the OKWU and attending classes and actively pursuing and making progress towards a degree at the time of death, or between terms in such enrollment.
2. The student must not have been dismissed or suspended at the time of death.
3. The student must not have died while committing a felony (crime).
4. If the degree requirements for the student's intended degree are met, the intended degree should be awarded instead of the honorary posthumous degree.

# Academic Programs

## Programs of study offered for Adult and Graduate Students:

### **Associate of Applied Science**

- Christian Ministry
- Technical Programs

### **Associate of Arts**

- Church Planting and Discipleship
- General Studies
- Wesleyan Ministry

### **Bachelor of Science**

- Business Administration
- Liberal Studies, Specialized
- Ministry and Leadership
- Nursing
- Organizational Management
- Psychology Studies

### **Graduate Level programs (see Graduate Catalog for details)**

- Master of Business Administration
- Master of Education
- Master of Science in Nursing
- Master of Science in Strategic Leadership



## **School of Arts and Sciences**

Welcome to the School of Arts and Sciences. The curriculum of the School of Arts and Sciences is the foundation upon which OKWU student educational experiences are built. Every student at OKWU, regardless of major, passes through the School of Arts and Sciences because most of the University's core curriculum is housed in this school. Skills in critical thinking, problem solving, and oral and written communication are developed, and instruction is provided in the liberal arts disciplines that are essential for intellectual development and personal growth: English and mathematics, the humanities, and the physical, biological, and behavioral sciences.

Students in the School of Arts and Sciences can choose from three departments, offering a variety of majors. Some of the degree programs in Arts and Sciences prepare students for professional employment while others prepare them for admission to professional and graduate schools.

Studies show that employers prefer applicants with strong written, verbal and critical thinking skills. For that reason, a degree in the Arts and Sciences is excellent preparation for the rest of life. Many of our degree options may be enhanced by a minor in another related or professional program.

The mission of the School of Arts and Sciences is to prepare students for Christian service through programs of study and other learning experiences that blend a liberal arts education with professional and career education. It is our great hope that the Christian values that support the academic community at OKWU will not only nourish our students' unique, individual lives, but also foster their development as leaders who will use their skills and character to address the needs and challenges of the larger world.

## Department of Humanities

*Linking the creative inspiration of human beings with the plan of God,  
through the activity of the Holy Spirit.*

**Associate degree:** General Studies

**Bachelor degree:** Liberal Studies, Specialized

### Mission Statement

In keeping with the mission of the University, the Humanities Department believes all human intellectual and artistic effort is to be viewed through the lens of the lordship of Jesus Christ. The Humanities Department strives, therefore, to offer courses and programs which give a strong foundation in the theory and practice of the disciplines of English Composition, Literature, Foreign Language, Visual Arts, and Music, as well as a Christian worldview which affirms the pursuit of truth and the value of self-expression through written, visual, and aural disciplines.

### Statement of Purpose

The Department of Humanities has four general purposes: 1) to help students discover through critical inquiry the best of human thought and human creation by studying literature, art, architecture, and music; 2) to assist students in developing superior skills in written and oral communication; 3) to prepare students for careers which require some or all of these areas of liberal arts learning; and 4) to enable students to participate in their culture—shaping and contributing to it from a Christian perspective.

**General Studies Program Objectives** - Graduates of the General Studies Associate of Arts program should possess the following knowledge and skills:

1. Have a general understanding of the nature, achievements, and limitations of man and societies through studies in general education, including the following:
  - social and behavioral sciences
  - ministry and Christian thought
  - humanities (such as literature and the fine arts)
  - science and mathematics
2. Draw reasonable inferences from observations
3. Relate values to scientific and technological developments
4. Understand and avoid plagiarism, citing sources in proper format
5. Differentiate and organize ideas, concepts, and theories
6. Have developed a general understanding of a Christian worldview

### Degree Requirements for Humanities Programs

Minimum Gen Ed Grade Requirement: A grade of a C- (70%) is considered a minimum passing grade for Written Communication 1 (ENGL 1613), and Written Communication 2 (ENGL 1813). Any grade below this minimum passing standard is considered a failing grade.

On the following pages are the lists of required courses for the programs offered by the Department of Humanities.

### Associate of Arts in General Studies

This program is designed for working adults who may have acquired learning through college or university courses, career experiences, professional or military schools, and in-service training. This program option exists for adult students who do not wish to pursue a full baccalaureate degree, but who would benefit either personally or professionally from earning an associate degree. This degree also serves as an excellent foundation for various OKWU bachelor completion programs should the student wish to finish a bachelor's degree at some point in the future.

## STEP Program Requirements

The STEP program is designed for adults who are admitted to the University with no college credits or with a limited number of transfer credits.

Students may earn an **Associate of Arts in General Studies** by completing the courses listed below for a minimum total of 60 credit hours. These 60 credit hours include the required general education credits, specific emphasis credits, and elective credits.

Alternatively, students may earn a baccalaureate degree by completing the courses in the STEP program and any remaining credits for a total of 126 credit hours. These 126 credit hours must include required general education credits, major courses in Business, Humanities or Ministry and Christian Thought, and any remaining elective credits.

<b>General Education Requirements (or appropriate transfer course)</b>	<b>30</b>
Biblical Studies	6
English Written Communications	6
Humanities and/or Literature	3
Mathematics and/or Science	3
Social or Behavioral Science	9
Christian Liberal Arts Curriculum (must be taken at OKWU)	3
<b>Major Requirements</b>	<b>15</b>
Introduction to Business (BUSI 1943)	3
Small Business Management (BUSI 2243)	3
Financial Management for Individuals (BUSI 2643)	3
Fundamentals of Accounting (BUSI 2743)	3
Business/Computer elective	3
<b>General Electives</b>	<b>15</b>
<b>Grand Total (minimum)</b>	<b>60</b>

## Bachelor of Science in Liberal Studies, Specialized

**Liberal Studies** — The Bachelor of Science in Liberal Studies, Specialized is a program designed to equip students with a general foundation of liberal arts knowledge coupled with specific knowledge and skills in three disciplines (as selected by the student in pre-defined core areas).

**Liberal Studies Program Objectives** - Graduates of the Liberal Studies, Specialized program should possess the following knowledge and skills:

1. Cultivate communication skills
2. Develop critical thinking skills
3. Develop an understanding of a Christian worldview
4. Demonstrate competence in **two** distinct academic areas
5. Understand and avoid plagiarism, citing sources in proper format
6. Differentiate and organize ideas, concepts, and theories

<b>General Education Requirements</b>	<b>45*</b>
Biblical Studies	12
English Written Communications	6
Communications	3
Humanities and/or Literature	6
Mathematics and/or Science	6
Social or Behavioral Science	9
Christian Liberal Arts Curriculum	3
<b>Major Requirements</b>	<b>36*</b>
Core Area One (from list of Major requirement courses in degrees identified below)	18
Core Area Two (from list of Major requirement courses in degrees identified below)	18
<b>General Electives</b>	<b>45*</b>
<b>Grand Total</b>	<b>126*</b>

\*Total program hours must include at least 40 hours of credit in courses numbered 3000 or above. Core areas must be selected from OKWU Major or Minor programs, or other area with the permission of the Dean. Courses cannot be double counted in the Core area. Each core must have 18 credits independent of the others.

## Department of Science and Mathematics

*Since God made the heavens and the earth, His invisible attributes, His eternal power and divine nature, have been clearly visible in His creation.*  
Romans 1:20

**Associate degree:** Technical Programs

### Mission

In keeping with the institutional mission, the Department of Science and Mathematics uses classroom devotions, special courses, classroom discussions, and faculty participation in religious convocations (chapel) to encourage students and faculty to explore issues at the interface of the Christian faith and the various academic disciplines of mathematics and the natural sciences.

### Statement of Purpose

The Department of Science and Mathematics provides a curriculum for baccalaureate degrees in Biology, Chemistry, General Science, and Mathematics and cooperates with the School of Education and Exercise Science to offer B.S. degree programs in Biology Education and Mathematics Education. The department also provides a number of courses in Biology, Chemistry, and Mathematics designed to meet the general education requirements, including prerequisites and electives for students majoring in other areas.

### Department Goals

The goals of the Department of Science and Mathematics are the following:

1. To provide general education courses in mathematics and the natural sciences
2. To offer degree programs that will prepare a student for immediate employment or for further education
3. To provide opportunities for the integration of faith and learning

### Departmental Objectives

Upon completion of the degrees offered by the Department of Science and Mathematics, students will demonstrate the following:

1. Knowledge of and the ability to use the concepts of their academic discipline
2. Appropriate skills in general and technical written and oral communication
3. An integration or synthesis of truth gained from both general education and major courses with their Christian faith and practice
4. Sensitivity to the ethical implications of the methods, technologies, and state of knowledge of their chosen major within the context of a Christian worldview.
5. An attitude of sincere respect for the Creator and His creation.

### Degree Requirements for Science and Mathematics Programs

Minimum Gen Ed Grade Requirement: A grade of a C- (70%) is considered a minimum passing grade for Written Communication 1 (ENGL 1613), and Written Communication 2 (ENGL 1813). Any grade below this minimum passing standard is considered a failing grade.

On the following pages are the lists of required courses for the programs offered by the Department of Science and Mathematics.

## Associate of Applied Science in Technical Programs

This program is designed for working adults who may have acquired learning through an approved technical program. This option exists for adult students who do not wish to pursue a full baccalaureate degree, but who would benefit either personally or professionally from earning an associate degree. This degree also serves as an excellent foundation for various OKWU bachelor completion programs should the student wish to finish a bachelor degree at some point in the future. The Associate of Applied Science may be achieved via the STEP Program.

The approved technical programs include:

<b>General Education Requirements</b>	<b>30</b>
Biblical Studies	6
English Written Communications	6
Humanities and/or Literature	3
Mathematics and/or Science	3
Social or Behavioral Science	9
Christian Liberal Arts Curriculum	3
<b>Technical Program (maximum)</b>	<b>30</b>
<b>Grand Total</b>	<b>60</b>

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Automotive Collision Repair</li> <li>• Automotive Service Technology</li> <li>• Applied Welding</li> <li>• Executive Assistant</li> <li>• Accounting</li> <li>• Health Information</li> <li>• Early Care Education</li> <li>• Graphic Communications</li> <li>• Computer Aided Drafting</li> <li>• Engineering Drafting</li> </ul> | <ul style="list-style-type: none"> <li>• Architectural Drafting</li> <li>• Cosmetology</li> <li>• Culinary Arts</li> <li>• Dental Assistant</li> <li>• Health Science Technology</li> <li>• Computer Repair</li> <li>• Computer Networking</li> <li>• Machine Tool Technology</li> <li>• Marketing</li> </ul> |
|---|---|

## Department of Social and Behavioral Sciences

*O Lord, Thou has searched me and known me!  
Thou knowest when I sit down and when I rise up;  
Thou discernest my thoughts from afar.  
Thou searchest out my path and my lying down,  
and art acquainted with all man's ways . . .  
For thou didst form my inward parts,  
thou didst knit me together in my mother's womb.  
I praise thee, for I am fearfully and wonderfully made.  
--From Psalm 139*

**Bachelor degree:** Psychology

### **Mission**

The mission of the Department of Social and Behavioral Sciences is to promote the development of intellectual and emotional coherence, to promote the effective interaction of individuals with society and with their environment, and to promote the development of an appreciation of the heritage of the Western world.

### **Statement of Purpose**

In keeping with OKWU's institutional purposes, the Department seeks to educate students to explore the interface between their academic discipline and the Christian faith, particularly in the historic Wesleyan tradition. This goal is pursued through the intentional integration of faith and learning in the departmental curricula (through discussions, writing assignments, devotions, and projects) as well as extracurricular lectures (by Christian leaders in Psychology, History, and Political Science). Ultimately, the Department seeks to equip students to contribute meaningfully to society in the areas of history, political science, and psychology and to be agents of change in the culture in which they live.

### **Program Objectives**

Upon completion of the Psychology program, students should be able to

1. Demonstrate understanding of the various theories of human development, including biological, psychological, and sociological.
2. Demonstrate understanding of the various personality theories and major counseling approaches currently in use.
3. Demonstrate understanding of the categories of abnormal behavior and theories of etiology and treatment.
4. Demonstrate the ability to understand and critically evaluate the philosophical underpinnings of psychological theories including the perspective of a Christian worldview.
5. Demonstrate the ability to critically evaluate and produce scientific research in the behavioral sciences.
6. Demonstrate understanding of the various models and processes of integration of the behavioral sciences and Christian faith.
7. Demonstrate direct practice through classroom training and participation in psychology and social service programs while integrating a Christian worldview.
8. Demonstrate development of community relationships for academic enrichment, ongoing adult learning, and professional development.
9. Demonstrate development of self as a skilled helper through personal exploration and transformation through Christian sanctification and/or truth as contained in the Holy Scriptures and as directed by the Holy Spirit.

## **Degree Requirements for Social and Behavioral Science Programs**

Minimum Gen Ed Grade Requirement: A grade of a C- (70%) is considered a minimum passing grade for Written Communication 1 (ENGL 1613), and Written Communication 2 (ENGL 1813). Any grade below this minimum passing standard is considered a failing grade.

On the following pages are the tables of required courses for the majors, minors, and associate degrees offered by the Department of Social and Behavioral Sciences. Please see School of Education and Exercise Science or social studies education major course requirements.



## Bachelor of Science Psychology

<b>General Education Requirements</b>	<b>45</b>
Biblical Studies	12
English Written Communications	6
Communications	3
Humanities and/or Literature	6
Mathematics and/or Science	6
Social or Behavioral Science	9
Christian Liberal Arts Curriculum*	3
<b>Major Requirements</b>	<b>36</b>
Fundamental Statistics for the Behavioral Sciences (PSYC 3923)	3
Human Development Across the Lifespan (PSYC 2783)	3
Theories of Personality (PSYC 3123)	3
Counseling Theories and Techniques (PSYC 4683)	3
Abnormal Psychology (PSYC 4783)	3
Senior Psychology Seminar (PSYC 4823)	3
History of Psychological Thought (PSYC 3633)	3
Research Methods (PSYC 4853)	3
Sociological Foundations (SOCI 2223)	3
Group Dynamics (CHAL 3323)	3
Psychology of Persons in Social Environment (PSYC 3583)	3
Marriage and Family Relations (PSYC 2333)	3
<b>General Electives</b>	<b>45</b>
<b>Grand Total</b>	<b>126</b>

\*May be met if taken at the associate's level. If a student has completed 12 credit hours with OKWU, they may be considered exempt from this course requirement.

\*\*The 126 credit hours required for graduation must include at least 40 hours of credit in courses numbered 3000 or higher.

## Chesapeake Energy School of Business

*“Do you see a man skilled in his work? He will serve before kings . . .”  
Proverbs 22:29*

*Communicate effectively. Think strategically. Lead with integrity.*

**Bachelor degree:** Business Administration and Organizational Management

**Graduate degree:** Master of Business Administration, Master of Science in Strategic Leadership – See Graduate Catalog

### Mission

The Chesapeake Energy School of Business at OKWU is a community of scholar practitioners (students, faculty, staff and community) delivering excellence in business education. Grounded unapologetically in the Christian faith, the Chesapeake Energy School of Business exists to teach learners to communicate effectively, think strategically and lead with integrity. As a professional field within a Christian liberal arts University, the Chesapeake Energy School of Business seeks to advance the professional and academic competence of its students by balancing academic theory with practical application.

### School Distinctives

The Chesapeake Energy School of Business offers a variety of majors that allow students to tailor their education to specific areas of interest. Since today's employers often select employees based upon specific skills, but promote for general skills, all Business School majors are designed with three components: (1) a strong foundation of general education courses, (2) a solid foundation of business “tool” courses which develop general business competencies, and (3) specialized study in a specific area of business that adds value to the degree by adding critical depth to the student's knowledge and skill levels. Classroom instruction and co-curricular activities are designed to produce graduates who will become leaders in their chosen fields.

### Accreditation

OKWU has received specialized accreditation for its business programs through the International Assembly for Collegiate Business Education ([IACBE](#)), Olathe, Kansas. The business programs in the following degrees are accredited by IACBE:

- Bachelor of Science in Business Administration
- Bachelor of Science in Organizational Management
- Master of Business Administration (See Graduate Catalog)

The International Assembly for Collegiate Business Education (IACBE) is a specialized, professional accrediting body for business programs in student-centered colleges and universities throughout the world. The IACBE exists to promote, develop, and recognize excellence in business education. The IACBE's philosophy of accreditation is centered on student learning and operational outcomes, which makes it flexible and adaptable.

### Program Objectives

OKWU's overall program objectives for all undergraduate business programs are an extension of the mission of the Chesapeake Energy School of Business.

Graduates of OKWU's undergraduate business programs will be able to do the following:

1. Demonstrate the ability to apply theoretical concepts to actual business situations and utilize critical thinking and decision-making skills to identify, analyze, and develop practical solutions to management problems in an increasingly global environment
2. Express ideas clearly, concisely, and logically, through effective speech, written communication, and interpersonal human relations skills
3. Integrate management ethics—based on a Christian worldview—into the functions and processes of management
4. Develop a base of knowledge and/or a range of skills that demonstrate mastery of modern business, financial, management, and economics concepts, including the formulation and implementation of strategic business policy
5. Demonstrate capabilities to be a business professional in for-profit, non-profit, and governmental organizations

### **Course Requirements**

Minimum Gen Ed Grade Requirement: A grade of a C- (70%) is considered a minimum passing grade for Written Communication 1 (ENGL 1613), and Written Communication 2 (ENGL 1813). Any grade below this minimum passing standard is considered a failing grade.

## Business Administration Course Requirements

### General Education Requirements

For all bachelor's degree programs, the University has set general education requirements. The following table indicates these requirements as they apply to the Business Administration major:

<b>General Education Requirements</b>	<b>45</b>
Biblical Studies	12
English Written Communications	6
Communications	3
Humanities and/or Literature	6
Mathematics and/or Science	6
Social or Behavioral Science	9
Christian Liberal Arts Curriculum*	3

\*May be met if taken at the associate's level. If a student has completed 12 credit hours with OKWU, they may be considered exempt from this course requirement.

**Business Administration** students who have successfully completed 45 credit hours or more take the following major courses, one area of emphasis and electives as needed:

<b>Business Administration Major Courses</b>	<b>24</b>
Management and Leadership (BUSI 3713)	3
Organizational Behavior (BUSI 4733)	3
Principles of Economics (BUSI 3773)	3
Marketing Principles (BUSI 3413)	3
Business Law (BUSI 3433)	3
Management of Human Resources (BUSI 4123)	3
Business Ethics and Christian Wisdom (BUSI 3783)	3
Global Business Environment (BUSI 4703)	3

### Emphasis Area Requirements (choose one)

<b>Accounting Emphasis Courses (online only)</b>	<b>18</b>
Accounting 1 (ACCT 2113)	3
Managerial Accounting A (BUSI 4223A)	3
Managerial Accounting B (BUSI 4223B)	3
Intermediate Accounting 1A (BUSI 3243A)	3
Intermediate Accounting 1B (BUSI 3243B)	3
Management Strategy (BUSI 4963)	3

<b>Finance Emphasis Courses</b>	<b>18</b>
Principles of Finance (BUSI 4323)	3
Managerial Accounting A (BUSI 4223A)	3
Managerial Accounting B (BUSI 4223B)	3
Money and Banking (BUSI 3523)	3
Investment Concepts (BUSI 4343)	3
Management Strategy (BUSI 4963)	3

<b>Healthcare Administration Emphasis Courses</b>	<b>18</b>
Delivering Healthcare in America (HADM 3013)	3
Assessing Public Health Issues (HADM 3323)	3
Finance in Healthcare (HADM 4053)	3
Healthcare Consumers: Trends in Market Place (HADM 4373)	3
Current Legal and Regulatory Issues in Healthcare (HADM 4823)	3
Management Strategy (BUSI 4963)	3

<b>Management Emphasis Courses</b>	<b>18</b>
Negotiation Strategy (BUSI 3793)	3
Financial Analysis for Managers (BUSI 3753)	3
Managing Innovation and Change (BUSI 4713)	3
Nonprofit Leadership and Operations (BUSI 4283)	3
Executive Development (BUSI 4423)	3
Management Strategy (BUSI 4963)	3
<b>Marketing Emphasis Courses (online only)</b>	<b>18</b>
Consumer Behavior (BUSI 3303)	3
Public Relations (BUSI 3313)	3
Principles of Advertising (BUSI 3323)	3
Professional Selling (BUSI 3333)	3
Supply Chain Management (BUSI 3343)	3
Management Strategy (BUSI 4963)	3
<b>Elective Courses</b>	<b>39</b>
<b>TOTAL</b>	<b>126</b>

## Organizational Management Course Requirements

### General Education Requirements

For all bachelor's degree programs, the University has set general education requirements. The following table indicates these requirements as they apply to the Organizational Management major:

<b>General Education Requirements</b>	<b>45</b>
Biblical Studies	12
English Written Communications	6
Communications	3
Humanities and/or Literature	6
Mathematics and/or Science	6
Social or Behavioral Science	9
Christian Liberal Arts Curriculum*	3

\*May be met if taken at the associate's level. If a student has completed 12 credit hours with OKWU, they may be considered exempt from this course requirement.

**Organizational Management** students who have successfully completed 45 credit hours or more take the following major courses and electives as needed:

<b>Organizational Management Major Courses</b>	<b>30</b>
Management and Leadership (BUSI 3713)	3
Organizational Behavior (BUSI 4733)	3
Staff and Employee Selection (BUSI 4203)	3
Marketing Principles (BUSI 3413)	3
Compensation and Benefits (BUSI 4333)	3
Management of Human Resources (BUSI 4123)	3
Business Ethics and Christian Wisdom (BUSI 3783)	3
Global Business Environment (BUSI 4703)	3
Negotiation Strategy (BUSI 3793)	3
Executive Development (BUSI 4423)	3
<b>Elective Courses (4 Upper Division credit hours required)</b>	<b>51</b>
<b>TOTAL</b>	<b>126</b>

## School of Nursing

*Preparing professional nurses to be Christ's hands and heart,  
To touch the world one person, family, and community at a time*

**Bachelor degree:** Nursing

**Graduate degree:** Master of Science in Nursing – See Graduate Catalog

### Mission

In concert with the mission of OKWU, the School of Nursing seeks to enhance scholarship, lifelong learning, and Christian discipleship, while fostering in students the desire to live out lives of service to both God and man. In particular, the School of Nursing seeks to inspire unselfish service to humanity and to develop the personal and professional integrity of nurses based on Christian ethics and an appreciation of the Christian faith as a basis for the interpretation of nursing knowledge.

### School Distinctives

The School views nursing as a complex, dynamic, goal-oriented discipline utilized in a variety of settings to assist clients in achieving and maintaining optimal health as defined by the client. The School also believes that the unique role of the nurse is to incorporate science and art to protect and promote health for the client. While science provides an empirical knowledge base, art is the process by which the nurse applies values in using that knowledge.

Throughout OKWU's nursing program, the nurse is seen as a purposeful, self-directed individual who assumes responsibility and accountability to self, client, society, and God. Modeling the example of Jesus Christ, nurses apply His values in the protection and promotion of health by utilizing primary, secondary, and tertiary prevention.

### Conceptual Framework of the School of Nursing

The conceptual framework used in the BSN Program consists of four components. A diagram of the conceptual framework appears at the end of this section.

The **first component** of the conceptual framework is the use of the Neuman Systems Model of Nursing and the Agape Nursing Model. Neuman Systems Model is based on systems theory, stress theory, adaptation theory and a holistic approach to client care. The Agape Nursing Model is a model based on Christ and addresses the character of the nurse. The Nursing Process is utilized to address client needs and their attainment of optimum health. A brief overview of the models is presented below.

#### ***Basic Concepts and Focus of Neuman Systems Model***

Betty Neuman's Systems Model is based on systems theory, as well as stress theory, adaptation theory and holistic approaches to clients and their care. An open system is one in which there is a continuous flow of input and process, output and feedback. In Neuman's Model, the parts, subparts and their interrelationship for an individual are viewed as a complete and open system.

The client, as an open and whole system, is then subject to the effects of stressors from the intrapersonal, extra personal and interpersonal environment. Neuman's Model focuses nursing care on the client's reaction to these stressors. The individual is viewed as a whole system with a basic structure that consists of five variables or subsystems: physiological, psychological, sociocultural, developmental and spiritual. These five variables are seen as open systems in dynamic interaction with the environment of the individual.

Stressors from the three areas of environment (intrapersonal, extra personal and interpersonal) create an adjustment process in each individual, with any stressor being potentially capable of causing disequilibrium that would move the client toward instability or illness on the wellness-illness continuum.

#### ***Basics Components of the Agape Model***

The Agape Model focuses on ensuring Christ-centered patient care by addressing the character of the

kingdom nurse in their personal and professional lives. Nurses are called as committed followers of Christ to offer self-sacrificing Agape love in actions based on Biblical principles of the fruit of the spirit, prayer, spiritual gifts, and guidance of the Holy Spirit. Ultimately, the patient receives Christ-centered care. The Nursing Metaparadigm includes the human being, environment, health, and nursing.

### ***Nursing Process and Intervention***

In Neuman's Model, nursing care begins at any point where a client stressor is identified. Nursing Interventions are purposeful, goal-directed and aimed at maintaining, attaining or regaining client system stability and thus promoting optimal wellness for the client. Nursing Process includes, nursing diagnosis, planning goals and outcomes, and nursing intervention. Nursing intervention is categorized as primary (preventive), secondary (supportive), and tertiary (rehabilitative) nursing action based on the degree of client reaction at the time of intervention.\*

\*Neuman, Betty. The Neuman Systems Model, second edition (1989), Norwalk CN: Appleton and Lange, Chapter 1.

The **second component** of the conceptual framework is the guiding values and ethics of the Christian Faith. The conceptual framework is viewed through the lens of the Christian Worldview and the areas that collide with this view. These four areas, referred to as "Faith Integration", focus on the following five topics:

- Accountability in delivery of nursing care
- Advocacy for vulnerable patients
- Spiritual/cultural competency
- Fairness in delivery of care
- Ethical decision making

The **third component** of the conceptual framework is the OKWU concepts of person, nursing, health, environment, and nursing education. These concepts further demonstrate the OKWU Christian Values and Ethics that provide a strong foundation for our view of Nursing and Nursing Education.

### ***Concept of Person***

We believe God created persons in His own image as complex, holistic beings with innate dignity and worth. Each person possesses intellect and, by the grace of God, independent thought and will, a conscience, an eternal spirit and the capacity for self-determination.

Each person is a unique combination of physical, psychological, sociocultural, developmental and spiritual systems continually interacting as a whole with the environment. Any change in one system affects the whole.

Persons are individualized by their sociocultural backgrounds and physical, psychological and spiritual capacities. They do not exist alone, but as members of families, groups and communities, which for the nurse, constitute the client system.

### ***Concept of Nursing***

Nursing is a complex, dynamic, goal-oriented service profession utilized in a variety of settings to assist clients in achieving and maintaining optimal health as defined by the client. The unique role of the nurse is an incorporation of science and art to protect and promote health for the client. While science provides an empirical knowledge base, art is the process by which the nurse applies values in using that knowledge.

The nurse is a purposeful, self-directed person who assumes responsibility and accountability to self, client, society and God. Modeling the example of Jesus Christ, nurses apply His values in the protection and promotion of health by utilizing primary, secondary and tertiary prevention.

Utilizing information from numerous sources, the professional nurse designs, coordinates and manages the health care of individuals, families, groups and communities through a process of assessment, diagnosis, planning, implementation and evaluation. This nursing process enables clients to attain optimal health, which for some is a peaceful death. The nature of the nurse-client interaction depends on the degree of disruption within the client system.



The nurse also recognizes his/her role as a member of a profession incorporating professionalism into practice; identifying with the values of the profession; working toward personal and professional development; and advancement of the profession as a whole.

Recognizing that research comprises another vital aspect of professional responsibility, the nurse utilizes disciplined inquiry to generate and test theory and to evaluate care toward the improvement of nursing practice.

### ***Concept of Health***

Health is viewed as a dynamic process defined by persons within the context of their own values and cultures. It is viewed on a wellness-illness continuum ranging from wellness (stability) to illness (disequilibrium) and is the degree of personal wellness that exists at any point in time. It is a state of physical, mental, emotional, social and spiritual harmony, and not merely the absence of disease and disability. Client systems have the adaptive ability to meet changes in their environment in order to maintain a state of harmony or wellness.

Health for the community is a state of harmony within all sectors of the system. Community health is a part of overall community development, a process enabling a group of people to grow in their capacity to exercise control over their own quality of life, according to God's purpose, through the good use of material, interpersonal and spiritual resources. The responsibility for health extends beyond the confines of the traditional health professions. Individuals, families and communities are full partners in the promotion of community health.

### ***Concept of Environment***

The environment consists of all internal and external factors and influences surrounding the individual. The person and environment exist in a reciprocal relationship, with the person influencing or influenced by the environmental stressors at any time.

### ***Concept of Nursing Education***

Learning is a dynamic, lifelong process unique to each person. In this process, the clients learn to evaluate previous patterns of thinking and behavior while becoming receptive to new alternatives. A willingness by the learners to take initiative and assume responsibility fosters the learning process and assists each learner to develop his/her potential for achievement.

Learning experiences are designed to facilitate the student's integration of theoretical knowledge with relevant, practical application. Students are mutually responsible for the educational process in partnership with faculty. The faculty are primarily facilitators of learning who encourage students to assume responsibility for their own learning. The learning process is strongest when student involvement is high, the goals of learning are clear, and the student has the opportunity to apply new knowledge.

The goal of baccalaureate nursing education at OKWU is to prepare nurse generalists with knowledge of biological, physical, social and behavioral sciences, enhanced by a background in the humanities and the Christian faith. Christian faith and Biblical philosophy provide a foundation of truth and basis for interpreting knowledge. Standards of nursing education at OKWU are high, continually reflecting current nursing practice as well as moral and spiritual standards of behavior.

A unique aspect of Christian nursing education is the refinement of knowledge regarding the spiritual dimension of client care and a focus on the whole person as a thinking, feeling, and believing individual. This, along with a broad general education contains the theories, facts and principles basic to nursing knowledge, which must be applied with, reasoned judgment, interpersonal skills, and technical competence in assisting clients to achieve their goals for health. The nurse generalist has sufficient education to pursue graduate nursing studies.

The **fourth component** of the conceptual framework is the delineation of the essential knowledge, values and professional behaviors expected of a baccalaureate nursing graduate as published by the American Association of Colleges of Nursing (AACN), *The Essentials of Baccalaureate Education for Professional Nursing Practice*. It is from these *Essentials* that the four Program Outcomes were derived.

1. Synthesize liberal educational and core nursing knowledge
2. Exhibit the value-based behaviors of a professional nurse
3. Demonstrate proficiency in core nursing competencies
4. Function in the roles of a professional nurse

Within these *Essentials*, the roles of the professional nurse provide an organizing framework throughout the curriculum. The roles are:

- Provider of direct and indirect care to individuals, families, groups, communities and population
- Designer, manager, coordinator of care
- Member of a Profession

The definition and scope of each of these roles are presented below:

### ***Provider of Care***

Nurses are providers of care. In this role, nurses are patients' advocates and educators. Historically, the nursing role has emphasized partnership with patients, whether individuals, families, groups, or communities, in order to foster and support active participation in determining health care decisions. Patient advocacy is, and will continue to be, a hallmark of the professional nursing role, and requires that nurses deliver high quality care, evaluate care outcomes, and provide leadership in improving care.

Nurses learn to know patients within a professional context of privileged intimacy. Nurses recognize that clinical judgments have as much to do with values and ethics as they do with science and technology (AACN, October 1997). Nurses must be prepared for the numerous ethical dilemmas that will arise in practice and must be able to make and assist others in making ethical decisions within a professional ethical framework. Understanding advances in science and technology and the influence these advances have on health care and on individual well-being is essential. Understanding patients and the values they bring to health care relationship is equally important.

Nurses provide care to an increasingly diverse population. Essential to the care of diverse populations is enhanced knowledge and sensitivity to such variables as age, gender, culture, race, religion, socioeconomic status, and lifestyle choice. Nurses must be well prepared to care for the aging population and to help all individuals and families make decisions about life-extending technologies and treatments within the context of their values, as well as physical, emotional, and spiritual health parameters.

Nursing practice is holistically based and incorporates bio-psycho-social and spiritual aspects of health. They must recognize the important distinction between disease and the individual's illness experience. Helping patients understand this distinction is an important aspect of nursing. In addition, nurses recognize that determining the health status of the patient within the context of the patient's values is essential in providing a framework for planning, implementing, and evaluating outcomes of care.

Nurses provide care in and across all environments. Nurses focus not only on individual-level health care, but also manage, monitor, and manipulate the environment to foster health. Nursing care requires knowledge and skill in biotechnology and information technology as these relate to direct nursing care, health education, and the management and coordination of care.

### ***Designer/Manager/Coordinator of Care***

Nurses are designers, managers, and coordinators of care. Nurses must have the knowledge and authority to delegate tasks to other health care personnel, as well as supervise and evaluate these personnel. As health care providers who function autonomously and interdependently, nurses are responsible for professional identity and practice. Nurses are members of health care teams that deliver treatment and services in an evolving health care system. Nurses bring a unique blend of knowledge, judgment, skills, and caring to such teams. Self-awareness and self-evaluation are utilized to enhance professional relationships and improve communication.

In this role, nurses must also be information managers. As patient advocates and educators with state-of-the-art knowledge, nurses help patients acquire, interpret, and utilize information related to health care,

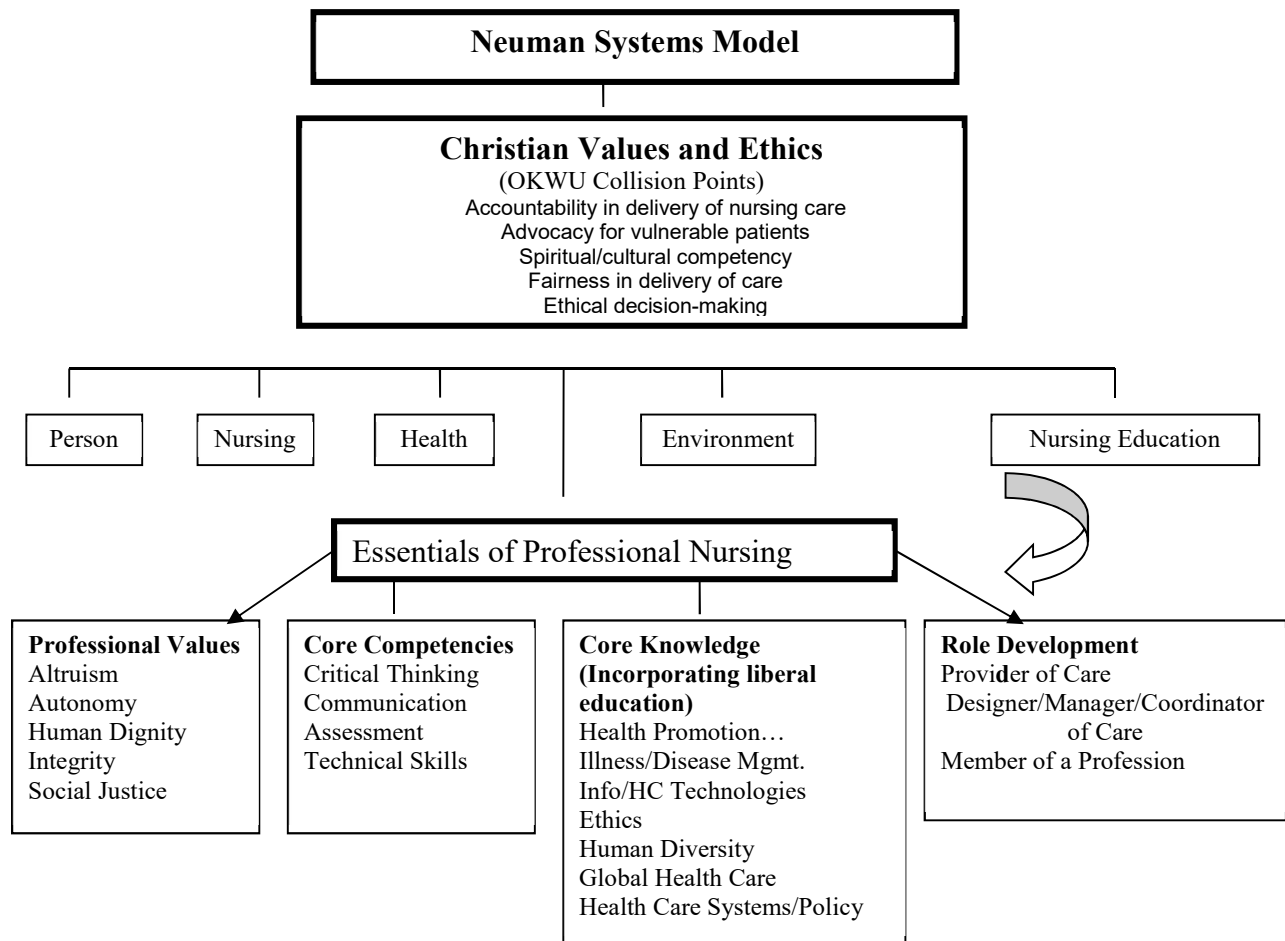
illness, and health promotion. Health information available to patients is often overwhelming or confusing; nurses serve as information managers, assisting patients in accessing, understanding, evaluating and applying health-related information. Nurses also must be able to utilize research findings documenting the outcomes of care in designing and implementing care that is both of high quality and cost-effective.

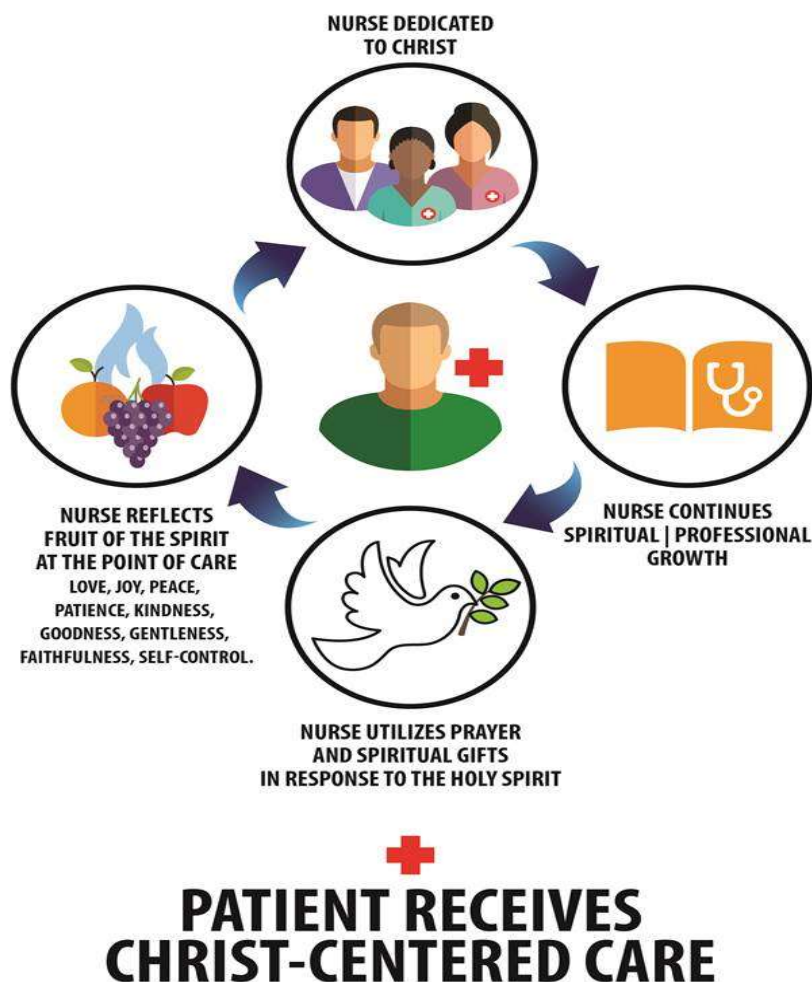
### ***Member within the Discipline of Nursing***

Nurses are members of a profession. The use of the term professional implies the acquisition and use of a well-delineated and broad knowledge base for practice. Professional nursing requires strong critical thinking, communication and assessment skills, and the demonstration of a balance of intelligence, confidence, understanding and compassion. Membership in the profession requires the development and acquisition of an appropriate set of values and an ethical framework. As advocates for high quality care for all individuals, nurses must be knowledgeable and active in the political and regulatory processes defining health care delivery and systems of care. Nurses also must be committed to life-long learning and be willing to assume responsibility for planning their professional careers, which increasingly will include graduate study as the route to advancement.

In summary, while the context and scope of nursing practice is changing significantly, the role of beginning professional nurse continues to encompass these roles.

### **Conceptual Framework Diagram**





### Accreditation and Memberships

The baccalaureate degree program in nursing and master's degree program in nursing at Oklahoma Wesleyan University is accredited by the Commission on Collegiate Nursing Education (<http://www.ccnaccreditation.org>). The School is a member of the American Association of Colleges of Nursing.

### RN-BSN Completion Program

The RN-BSN Completion Program is designed to provide accessible continuing education for practicing RNs who already possess a foundation in nursing science and practice and who have the desire to advance their personal and professional development. Building on that foundation, OKWU prepares professional nurse generalists to provide service and leadership in nursing care and to protect and promote health for people throughout the life cycle in various settings. The program is based on the belief that nursing education is a life-long process and that students are mutually responsible for the education process in partnership with faculty. The RN-BSN faculty seeks to interweave knowledge with personal experience and faith, to integrate nursing theory with practice, and to promote student self-awareness.

The complete course graduation requirements are listed below. Because this is a completion program, however, it is designed for the practicing RN who has successfully completed 60 hours (or more) of college credit. (Applicants with a Diploma from a hospital school of Nursing may transfer in 40 credit hours). Therefore, only the courses listed in the major requirements portion of the table are offered in a lockstep sequence.

Admission to the RN-BSN degree completion program requires a college GPA of 2.5, an unencumbered valid RN license, and an Associate Degree with a major in Nursing from a regionally accredited institution with at least 60 transferable college credit hours. (Applicants with a Diploma from a hospital school of Nursing may transfer in 40 credit hours).

RN-BSN students with a GPA of 2.3 to 2.49 may be admitted on academic probation. To be eligible to meet the RN-BSN graduation requirements, students admitted on academic probation must achieve a high enough GPA to raise his/her cumulative GPA to the 2.5 cumulative GPA required for graduation. Therefore, within the student's first 12 hours at OKWU, an average GPA of 3.0 must be achieved. Failure to meet this standard may result in dismissal from the program. Additional course progression standards apply.

RN-BSN applicants must either own or have ready access to a computer and have basic computer skills.

### **Progression Requirements for Nursing Program**

The following are the requirements for continuing in the RN-BSN program:

- The Nursing program is designed in a lock-step sequence. If a 2.0 is not achieved for each individual major course, the student must repeat the course before progressing to the next course.
- Students whose cumulative GPA falls below 2.5 will be placed on academic probation for the next term.
- It is the student's responsibility to maintain current RN licensure for the duration of the nursing program, including in the state in which they are implementing their Experiential Learning Clinical (ELC). Any change in licensure status, such as transferring to another state, lapse in license or disciplinary action taken against the student's nursing license must be reported to the School of Nursing within 2 weeks of licensure lapse or disposition of formal disciplinary action. All cases of disciplinary action against the student's license after admission to the program will be evaluated on an individual basis by the Nursing Faculty Council.
- Students must comply with the program attendance policies to continue in the program.
- Students who are unable to achieve a 2.0 in any two Nursing courses will be suspended from the Nursing program.
- A Nursing course may be repeated only one time. Any student who fails to meet the progression grade requirement for two Nursing courses may not continue in the program of Nursing.

The School of Nursing reserves the right to request the withdrawal or dismissal of any student who in their judgment, fails to satisfy the nursing requirements of safety, responsibility, accountability, and academic honesty.

Nursing courses in the BSN and RN-BSN programs are scheduled in a sequence of major course requirements. Completion of this sequence fulfills the minimum requirement for the major. Each course is a required component of the program and must be taken in sequence. The curriculum is designed with a lockstep framework are logically organized, and not only build on one another but continue to support the curriculum strands throughout the program. In doing so, the curriculum facilitates student achievement of expected outcomes. The University reserves the right to modify the scope and sequence of the curriculum as necessary.

### **Degree Requirements for Nursing Programs**

Minimum Gen Ed Grade Requirement: A grade of a C- (70%) is considered a minimum passing grade for Written Communication 1 (ENGL 1613), and Written Communication 2 (ENGL 1813). Any grade below this minimum passing standard is considered a failing grade.

RN-BSN Minimum Nursing Course Requirements: A grade of a C (73%) is considered a minimum passing grade for Nursing Courses. Any grade below this minimum passing standard is considered a failing grade. See RN-BSN Program Progression Requirements for Nursing Program for further information.

On the following pages are the lists of required courses for the programs offered by the School of Nursing.

### Bachelor of Science in Nursing (RN-BSN Completion Program)

<b>General Education Requirements</b>	<b>42</b>
Biblical Studies	3
English Written Communications and/or Speech	6
Mathematics and/or Science (Biology, Chemistry, Physics, etc.)	12
Liberal Arts and Sciences (Humanities, Literature, Philosophy, Ministry and Christian Thought)	9
Additional Required (Additional courses from the other categories not already used)	9
Christian Liberal Arts Curriculum*	3
<b>Major Requirements</b>	<b>43</b>
Pathophysiology (NURS 3813)**	3
Nursing Informatics (NURS 3613) Lockstep course one	3
Nursing's Role in Health Care (NURS 3213) Lockstep course two	3
Theoretical Foundations of Nursing (NURS 3313) Lockstep course three	3
Christian Worldview (CHAL 3103)**	3
Spiritual Care of the Client (NURS 3713) Lockstep course four	3
Nursing Ethics Seminar (NURS 3723) Lockstep course five	3
Nursing Research (NURS 4324) Lockstep course six	4
Health Assessment for Nursing Practice (NURS 4654) Lockstep course seven	4
Health Promotion Across the Lifespan (NURS 4643) Lockstep course eight	3
Intercultural Nursing (NURS 4433) Lockstep course nine	3
Community Health Nursing (NURS 4534) Lockstep course ten	4
Management in Nursing (NURS 4934) Lockstep course eleven	4
<b>General Electives or Minor</b>	<b>41</b>
<b>Grand Total</b>	<b>126</b>

\*If a student has completed 12 credit hours with OKWU, they may be considered exempt from this course requirement.

\*\*May be taken any time during the curriculum  
Nursing courses are arranged in lockstep sequence

## School of Ministry and Christian Thought

*Unite the pair so long disjoined,  
Knowledge and vital piety;  
Learning and holiness combined,  
And truth and love  
Let all men see.  
(Charles Wesley)*

**Associate of Applied Science:** Christian Ministry

**Associate of Arts:** Church Planting and Discipleship, Wesleyan Ministry

**Bachelor degree:** Ministry and Leadership

**Continuing Education:** CROSS Training for The Wesleyan Church

### Mission Statement

The School of Ministry and Christian Thought has two main purposes: 1) to teach ministry and Christian thought courses generally for all students of OKWU and particularly for students majoring in ministry and 2) to prepare persons for specific ministries in the church. Therefore, the School of Ministry and Christian Thought is committed to the belief that twenty-first century ministry requires a Holy Spirit-driven mission accompanied with an eye on the future and a passion to call the people of the world to Christ. As well, the challenges of our world mandate continuous missional renewal.

While it is the duty of all OKWU Academic Schools to assist in the development of the spiritual life of students, the School of Ministry and Christian Thought is dedicated to help build campus spiritual life by providing guidance for students and faculty in Christian ideas and ideals. The School also desires to prepare students who are seeking ordination for (and to encourage them to pursue) a seminary education or another relevant graduate degree.

## School of Ministry and Christian Thought Distinctives

### Homiletic Expertise

One of the hallmarks of The School of Ministry and Christian Thought that is recognized throughout The Wesleyan Church is its ability for equipping students with outstanding preaching skills.

**Associate of Applied Science in Christian Ministry** — OKWU has articulation agreements with RHEMA Bible Training College and Victory College which facilitates student ability to transfer from these schools into an Associate of Applied Science degree program at OKWU. Upon successful completion of 30 transferable hours from one of these institutions, a minimum of 30 hours of general education and at least 0-3 hours of electives from OKWU, students will receive an Associate of Applied Science in Christian Ministry degree from OKWU.

### Degree Requirements for Ministry and Christian Thought Programs

Minimum Gen Ed Grade Requirement: A grade of a C- (70%) is considered a minimum passing grade for Written Communication 1 (ENGL 1613), and Written Communication 2 (ENGL 1813). Any grade below this minimum passing standard is considered a failing grade.

Exit Exams are a graduation requirement.

### Progression in the School of Ministry and Christian Thought

If a student is placed on probation (see pg. 44), they may appeal to the Dean of the School of Ministry and Christian Thought, the Associate Vice-President of Academic Affairs and ultimately the Provost of the University.

The following pages provide the lists of required courses for the majors, minors and other programs offered by the School of Ministry and Christian Thought.

### **CROSS Training**

The CROSS Training program is a series of courses designed to meet The Wesleyan Church's ordination requirements. On their own, CROSS courses are not for college credit. Students however, may apply to transfer their CROSS courses as a block into the following degrees: the Associates in Church Planting and Discipleship, the Associates in Wesleyan Ministry, and the Bachelors in Ministry and Leadership.

### **Graduation Requirements for Bachelor of Science in Ministry and Leadership**

In order to graduate from OKWU with the major in Ministry and Leadership, students must meet the following criteria:

- Complete the major curriculum with a minimum cumulative GPA of 2.0 within a five-year period from initial enrollment in the program
- Meet the minimum general education requirements for the program which include 3 hours of ministry and Christian thought taken in the following areas: Old Testament Survey or New Testament Survey (or the equivalent)
- Meet the minimum OKWU bachelor degree requirement of 126 total credit hours
- Payment of all tuition, fees, and other charges

### **General Education Requirements**

For all bachelor degree programs, the University has set general education requirements. The following table indicates these requirements as they apply to the non-traditional B.S. Ministry and Leadership major.

<b>General Education Requirements</b>	<b>45</b>
Biblical Studies	12
English Written Communications	6
Communications	3
Humanities and/or Literature	6
Mathematics and/or Science	6
Social or Behavioral Science	9
Christian Liberal Arts Curriculum*	3

\*May be met if taken at the associate's level. If a student has completed 12 credit hours with OKWU, they may be considered exempt from this course requirement.



## Ministry and Leadership Major Requirements

Students who have successfully completed 45 credit hours or more take the following major courses:

<b>Ministry and Leadership Major Courses – PRACTICAL TRACK</b>	<b>45</b>
Church Planting: Biblical Foundations & Calling (CHAL 2213)	3
Church Planting: Models, Methods & Movements (CHAL 2223)	3
Non-profit Leadership & Operations (BUSI 4283)	3
Ministry and Technology (CHAL 4313)	3
Church Administration (CHAL 3423)	3
Ministry in a Pluralistic Culture (CHAL 2513)	3
Evangelism and Discipleship (CHAL 3113)	3
Group Dynamics (CHAL 3323)	3
Persuasive Speaking 1 (CHAL 3413)	3
Persuasive Speaking 2 (CHAL 4613)	3
Pastoral Care (CHAL 3543)	3
Leadership Seminar: Theology of Christian Leadership (CHAL 4233)	3
Christian Spiritual Formation (CHAL 4023)	3
Ethical Challenges and Contemporary Issues (CHAL 4443)	3
Budgets and Fundraising (CHAL 4433)	3
<b>General Electives</b>	<b>36</b>
<b>Total</b>	<b>126</b>

<b>Ministry and Leadership Major Courses – WESLEYAN ORDINATION TRACK</b>	<b>45</b>
History of Christianity (CHAL 3153)	3
Introduction to Theology (Systematic Theology 1) (CHAL 3213)	3
Advanced Theology (Systematic Theology 2) (CHAL 4523)	3
Ministry and Technology (CHAL 4313)	3
Church Administration (CHAL 3423)	3
Ministry in a Pluralistic Culture (CHAL 2513)	3
Evangelism and Discipleship (CHAL 3113)	3
Inductive Bible Study-Romans (CHAL 3853)	3
Persuasive Speaking 1 (CHAL 3413)	3
Persuasive Speaking 2 (CHAL 4613)	3
Pastoral Care (CHAL 3543)	3
Leadership Seminar: Theology of Christian Leadership (CHAL 4233)	3
Christian Spiritual Formation (CHAL 4023)	3
Ethical Challenges and Contemporary Issues (CHAL 4443)	3
Budgets and Fundraising (CHAL 4433)	3
<b>General Electives</b>	<b>36</b>
<b>Total</b>	<b>126</b>

**Associates of Arts  
Church Planting and Discipleship**

<b>General Education Requirements</b>	<b>30</b>
Written Communications I (ENGL 1613)	3
Written Communications II (ENGL 1813)	3
Humanities and Literature	3
Mathematics or Science	3
Social Science	9
<b>Christian Worldview Curriculum</b>	<b>6</b>
Old Testament Survey (CHAL 1613)	3
New Testament Survey (CHAL 1733)	3
<b>Christian Liberal Arts Curriculum</b>	<b>3</b>
Formation of the Christian Learner (CLAC 1713) or	3
Introduction to Online Learning (CLAC 1733)	3
<b>Major Requirements</b>	<b>30</b>
Christian Spiritual Formation (CHAL 4023)	3
Church Administration (CHAL 3423)	3
Ministry in a Pluralistic Culture (CHAL 2513)	3
Pastoral Care (CHAL 3543)	3
Evangelism and Discipleship (CHAL 3113)	3
Church Planting: Biblical Foundations & Calling (CHAL 2213)	3
Church Planting: Models, Methods & Movements (CHAL 2223)	3
Church Planting: Pre-Launch and Advanced Strategic Planning (CHAL 3603)	3
Church Planting: Thrive (CHAL 3623)	3
Non-profit Leadership & Operations (BUSI 4283) <i>or</i> Group Dynamics (CHAL 3323) <i>or</i> Budgets and Fundraising (CHAL 4433)	3
<b>Grand Total</b>	<b>60</b>

**Associates of Arts  
Wesleyan Ministry**

<b>General Education Requirements</b>	<b>30</b>
Written Communications I (ENGL 1613)	3
Written Communications II (ENGL 1813)	3
Humanities and Literature	3
Mathematics or Science	3
Social Science	9
<b>Christian Worldview Curriculum</b>	<b>6</b>
Old Testament Survey (CHAL 1613)	3
New Testament Survey (CHAL 1733)	3
<b>Christian Liberal Arts Curriculum</b>	<b>3</b>
Formation of the Christian Learner (CLAC 1713) or	3
Introduction to Online Learning (CLAC 1733)	3
<b>Major Requirements</b>	<b>30</b>
Introduction to Theology (Systematic Theology 1) (CHAL 3213)	3
Advanced Theology (Systematic Theology 2) (CHAL 4523)	3
History of Christianity (CHAL 3153)	3
Persuasive Speaking 1 (CHAL 3413)	3
Evangelism and Discipleship (CHAL 3113)	3
Pastoral Care (CHAL 3543)	3
Ministry in a Pluralistic Culture (CHAL 2513)	3
Inductive Bible Study—Romans (CHAL 3853)	3
Church Administration (CHAL 3423)	3
Christian Spiritual Formation (CHAL 4023)	3
<b>Grand Total</b>	<b>60</b>

**School of Ministry and Christian Thought Programs**  
**Offered in Partnership with other Institutions**  
**Associate of Applied Science in Christian Ministry**  
**RHEMA Bible Training College and Victory College**

OKWU, RHEMA Bible Training College and Victory College are committed to providing high-quality educational programs to residents of northeastern Oklahoma. They recognize that a diversity of institutions and educational programs enrich the educational resources of the community. Because they have different but complementary missions, they are well suited to establish a partnership for the benefit of the students they serve. These institutions, therefore, have entered into articulation agreements which will allow students to earn an Associate of Applied Science in Christian Ministry from OKWU.

After the student has completed 12 OKWU credit hours, OKWU will transcript up to 30 credit hours for completion of approved RHEMA Bible Training College or Victory College courses. At least 24 hours of general education must be taken at OKWU, and up to 6 hours may be transferred in from another regionally accredited institution.

**Associates in Applied Science**  
**Christian Ministry**

<b>General Education Requirements</b>	<b>30</b>
Biblical Studies	3
English Written Communications	6
Humanities and/or Literature	3
Mathematics and/or Science	3
Social or Behavioral Science	9
Christian Liberal Arts Curriculum	3
<b>Major Requirements</b>	<b>27-30</b>
Approved courses from RHEMA or VC	27-30
<b>Grand Total</b>	<b>60</b>

## COURSE DESCRIPTIONS

<b>ACCT</b>	Accounting	<b>HIST</b>	History
<b>ART</b>	Art	<b>HLTH</b>	Health
<b>BIO</b>	Biology	<b>HUMA</b>	Humanities
<b>BUSI</b>	Business	<b>LIT</b>	Literature
<b>CHAL</b>	Ministry and Leadership	<b>MATH</b>	Mathematics
<b>CLAC</b>	Christian Liberal Arts Curriculum	<b>NURS</b>	Nursing
<b>CROSS</b>	CROSS Training	<b>PHY</b>	Physical Education
<b>ENGL</b>	English	<b>POLS</b>	Political Science
<b>HADM</b>	Health Care Administration	<b>PSYC</b>	Psychology
		<b>SOCI</b>	Sociology

### Course Numbering Key

The first digit of each four-digit course number indicates the year in which the course is normally taken. A 1000 course number is normally taken in the freshman year; a 2000 course number is normally taken in the sophomore year. A 3000 or 4000 course number is normally taken once students have achieved upper division status. The fourth digit (2103) identifies the number of credit hours the course carries. If a course includes a laboratory period or clinical experience, the number of laboratory hours per week is stated separately. Special topics courses are available, which provide opportunity for students to have educational experiences not involved in the regular sequence of courses. The special topics may be offered only once on a four or five year sequence or may be offered on an infrequent basis. These courses may be offered for any of five levels: 0900-remedial level; 1900-freshman or introductory level; 2900-sophomore level; 3900-upper division, junior level; 4900-upper division, senior level.

### Course Availability

Not all courses are available to all students. Students need to refer to Degree Requirements for their major to determine which courses are needed. Further details on course offerings can be found on [WebAccess](#) by searching Catalog and/or Sections by term.

## **GPS Undergraduate Course Descriptions**

### **ACCT 2113**

The conceptual framework of accounting is emphasized as it relates to the analysis and recording of transactions and the preparation of financial statements. Not ordinarily open to freshmen. Completion of the general education mathematics requirements recommended prior to enrolling.

### **ART 2123 Basic Drawing**

Development of drawing skills and techniques through the use of a variety of media; stress is given to both the rendering of objects and the creative approach.

### **ART 2133 Art Appreciation**

A study of the arts in Christianity, specifically how they relate to prayer life and to the life and times that existed when they were produced. It is a layman's history of the principal styles of Christian Art in major cultural centers of civilization at critical moments of faith.

### **BIO 1383 Nutrition**

This course explores contemporary nutrition, including the physiological, psychological, and practical aspects of obtaining a healthy diet. Students study the relationship between nutrients, health, and well-being and the nutritional science involved in creating a healthful diet. Students examine dependable sources of nutritional information and implement tools for self-assessment of their current diet.

### **BUSI 1713 Microsoft Office Tools**

This is a computer literacy course that stresses skill development in the major components of Microsoft Office. Emphasis is placed in Word, Excel, and PowerPoint.

### **BUSI 1943 Introduction to Business**

This course is a survey of business principles, problems, and procedures, including an overview of production and distribution of goods, ownership, competition, profit, managerial controls, as well as personnel, government, and business relations.

### **BUSI 2243 Small Business Management**

Study of the management of small business and entrepreneurial activity. Emphasis is placed on analyzing new business opportunities, the forms of business organization, planning and establishing a growing business, and managing a small business.

### **BUSI 2643 Financial Management for Individuals**

A general course dealing with the problems of the consumer in the American economic system; a practical study of personal consumption, buying habits, health and medical care, and housing; an introduction to investment; and an introduction to insurance.

### **BUSI 2743 Fundamentals of Accounting**

This course is designed to acquaint the student with the accounting process. Designed for students who will not be accountants, the course places emphasis on identifying, recording, classifying, and interpreting financial statements and transactions, as well as the role that accounting data plays in the decision-making processes of managers of both for-profit and non-profit entities.

### **BUSI 3011 Web 2.0 and Beyond**

This seminar is designed to introduce the student to the different Web 2.0 tools used in today's culture. Students will become familiar with tools known as social networking; collaborative and learning tools such as Wikis; RSS feeds; photo-sharing; podcasts; and Bridge tools such as Skype.

### **BUSI 3021 Everyday Legal Issues**

This course provides the student with a foundation in the everyday areas of law. The student will research a current legal topic and analyze cases and statutes. The course will cover concepts in both civil and criminal law.

**BUSI 3031 Personal Finance Seminar**

This course provides the student with a foundation in the everyday areas of personal finance. The student will research and complete a personal financial workbook and gain competence in the understanding of what comprises the makeup of a personal finance plan.

**BUSI 3103 Flourishing through Business**

This course explores the reasons why societies and economies in Western cultures have flourished and the role of businesses in wealth creation. It will examine which elements are necessary for businesses to thrive or wither in the larger context of nation and community. It will also examine common ideas and misconceptions about what businesses do and how they contribute to the larger society.

**BUSI 3243A Intermediate Accounting A**

A review of the accounting cycle and advanced work in the areas of cash, temporary investments, receivables, inventories, current liabilities, and investments in stocks and bonds.

**BUSI 3243B Intermediate Accounting B**

A review of the accounting cycle and advanced work in the areas of cash, temporary investments, receivables, inventories, current liabilities, and investments in stocks and bonds

**BUSI 3303 Consumer Behavior**

This course focuses on the role of the consumer in the marketing process. Students will analyze the psychological, sociological, and cultural aspects of human behavior affecting consumers' buying patterns. The adoption and diffusion process for new products as well as the stages of the consumer purchasing process are also analyzed.

**BUSI 3313 Public Relations**

This course challenges the graduate learners to examine the various philosophies and methods of advertising and public relations. Advertising design techniques and the use of the internet and other technologies will also be explored. Public relations will be studied in relationship to building and improving an organization's brand through favorable publicity.

**BUSI 3323 Principles of Advertising**

This course will teach students the basics of advertising. A number of the topics that will be examined will be the history of advertising, various strategies, the importance of integration, creating ads, and the use of media.

**BUSI 3333 Professional Selling**

This course will also review and study prospecting, sales pre-planning, writing sales proposals, preventing and handling objections, sales presentations, sales closing, and post sales servicing. Special attention will be given to the key elements of the communication process.

**BUSI 3343 Supply Chain Management**

This course we will view the supply chain from the point of view of a general manager. Logistics and supply chain management is managing supply chain hand-offs of either information or product. The design of any system is closely linked to the objectives of the organizations and people they serve. The goal of this course is to understand how logistical decisions impact the performance of the firm as well as the entire supply chain. At the end of the course you will have a solid understanding of the analytical tools necessary to solve supply chain problems. Prerequisite: Statistics and College Algebra

**BUSI 3413 Marketing Principles**

This course is an integrated analysis of the role of marketing within the organization. An examination will be made of the factors affecting consumer behavior, the development of marketing strategies, and the recognition of marketing variables.

**BUSI 3433 Business Law**

A study of the historical background and role of law in business and society, general principles of the law of contracts, personal property, secured transactions, sales and commercial paper, the Uniform Commercial

Code as adopted in Oklahoma, plus other applicable Oklahoma statutes.

**BUSI 3523 Money & Banking**

An intensive analysis of commercial and non-commercial banking institutions, including theories of money supply, interest rates, and credit policies.

**BUSI 3713 Management & Leadership**

An introduction to management and leadership and to the functions of planning, organizing, leading, and controlling. The focus is on developing managerial and leadership competencies in the areas of communication, planning, administration, strategic action, self-management, global awareness, and teamwork.

**BUSI 3723 Research Methods in Business**

Students will learn common methods of business research, including how to analyze quantitative and qualitative data using measures of central tendency and dispersion, statistical inference, sampling theory, linear regression, and time series analysis.

**BUSI 3753 Financial Analysis for Managers**

This class is designed to sharpen the student's skill in the interpretation and analysis of financial statements. The key financial statements are introduced, as well as important accounting conventions and relationships between various accounts. The focus is placed on the use of financial information to improve the effectiveness of managerial decision-making.

**BUSI 3773 Principles of Economics**

This course is an introduction to the nature and theory of economics. It includes a study of the concepts of supply and demand, business costs (from an economic perspective), plus price and output determination under pure competition, monopolistic competition, oligopoly, and monopoly. Also included in the course is a review of money and banking principles along with the operation of the Federal Reserve System, national income accounting, fiscal and monetary policy, and international trade.

**BUSI 3783 Business Ethics and Christian Wisdom**

This course provides a Biblical framework for business ethics with applications for contemporary issues in business and management. It provides a learning environment wherein each student may review his or her personal values and strengthen decision-making skills needed in resolving ethical dilemmas.

**BUSI 3793 Negotiation Strategy**

This course is designed to strengthen the student's skills in multiple types of negotiation situations. Students learn the dynamics of negotiation and how to plan strategy, conduct initial research, modify negotiation behavior, and leverage unbalanced power situations.

**BUSI 4123 Management of Human Resources**

This is a course in the management of the human resources of an organization. Topics covered include recruitment, selection, planning, training and development, compensation and benefits, workplace safety, and labor relations.

**BUSI 4203 Staff & Employee Selection**

This course helps the student both design and manage successful organizational staffing practices. Students will be challenged to conceptualize the complex set of both internal and external influences that define the boundaries within which staffing activities take place.

Pre-requisite: BUSI 4123

**BUSI 4223A Managerial Accounting**

A study of the role that accounting data plays in the decision-making processes of managers of both for-profit and non-profit entities.

**BUSI 4223B Managerial Accounting**

A study of the role that accounting data plays in the decision-making processes of managers of both for-profit and non-profit entities.

**BUSI 4233 Advertising & Public Relations**

This course will explore the history, purposes, current and ethical issues, and planning of advertising and public relations campaigns. Emphasis will be on roles in the marketing mix, key success factors, and integration of marketing communications.

**BUSI 4243 Marketing Research**

This course investigates methods of research utilized by marketing professionals to solve marketing problems. Marketing ethics, survey methodology and application of statistical methods and their use in maintaining an accurate analysis of the effect of marketing strategies is the primary focus of this course.

**BUSI 4283 Non-profit Leadership & Operations**

This course is an introduction to the management of quality in a non-profit and/or a service environment. Topical coverage will include service quality, service strategy, facility location, waiting lines, productivity, globalization, and forecasting demand.

**BUSI 4323 Principles of Finance**

A study of the conceptual framework for determining the value of the firm and the cost of capital to the firm, as impacted by investment, financing, and dividend policy, with consideration given to risk/return tradeoff.

**BUSI 4333 Compensation & Benefits**

A study of the management of compensation policy and structure of the firm. Benefits management is also covered as a part of compensation package management.

**BUSI 4343 Investment Concepts**

As a primer course in the concepts of investments, this course is designed to assist adult students in understanding how to develop a successful investment program. Topics include: Economic and industry specific issues, a survey of securities, security analysis and valuation, securities markets, and securities laws.

**BUSI 4423 Executive Development**

An advanced course in managerial philosophy and techniques. The emphasis is placed on the self-development of the executive. The functions of planning, organizing, motivating, and communicating are all developed at length. New perspectives on management are analyzed within a Christian managerial model. A large number of source books are used. Emphasis will be placed on emerging managerial prospects, ethical and moral issues, and the challenge of change.

**BUSI 4433 Training & Development**

This course provides coverage of both the classical and current approaches to the training and development of employees in organizations. Topics include performance improvement and evaluation, needs analysis, program design and content, instructional methodologies, facilitation skills, and program evaluation.

Pre-requisite: BUSI 4123

**BUSI 4503 Human Resource Development**

This course is a review and preparation course for the national certification exam as a Professional in Human Resources given by the Human Resource Certification Institute. Students will be challenged to review every aspect of human resource management.

**BUSI 4703 Global Business Environment**

A study of the issues involved in the internationalization of markets and competition for both small proprietorships and large corporations. Included in the discussion of the organization and operation of a multi-national firm will be problems involved in establishing overseas markets, financing production abroad, legal restrictions, foreign and domestic tax complications, and theories of world trade.

**BUSI 4713 Managing Innovation & Change**

A study of the systematic discipline needed for building, maintaining, and extending competitive advantage through the managerial process. The case study method is stressed. Study areas include change agents, consulting activities, resistance to change, organizational diagnosis, and organizational structure changes.



**BUSI 4723 Operations Management**

Operations management studies the activities of the firm that relate to the creation of goods and services through the transformation of inputs to outputs. This includes the ten major topics of operations management: managing quality, design of goods and services, process strategy, location strategies, layout strategies, human resources, supply chain management, inventory management, scheduling, and maintenance.

**BUSI 4733 Organizational Behavior**

The study of individual and group behavior viewed from a managerial perspective within the organizational setting. Attention is focused on applications by managers of theory and research about interaction among individual employees and employee groups and teams.

**BUSI 4963 Management Strategy**

This course represents the capstone experience for the bachelors-level business student. Drawing on skills learned in the core curriculum and utilizing the case study method of instruction, students learn to analyze industries and companies, formulate strategic vision and strategic plans, and implement corporate-level, business-level, and functional-level plans. All other core courses must be satisfactorily completed prior to enrollment in BUSI 4963.

**CHAL 1613 Old Testament Survey**

This course covers the literature of the Old Testament. Special attention is given to the story of creation and the concept of covenant between God and humankind.

**CHAL 1733 New Testament Survey**

This course covers the literature of the New Testament. Special attention is given to the life of Christ and the history of the early church, including the life of Paul.

**CHAL 2213 Biblical Foundations & Calling**

This course will provide principles and practices of leading and empowering multiplication movements. Theoretical and practical facets of church multiplication will be analyzed as the student focuses on what is working, as well as customizing strategies for their unique ministry context. Emphasis will be given as to how churches of a variety of sizes can participate in multiplication. Students will begin to assess how their giftings, personality and calling can be used to start a new expression of the church. (Fall, even)

**CHAL 2223 Models, Method & Movements**

This course equips students with the key factors of micro and Macro multiplication that leads to a church planting movement. The student will study and evaluate different models of disciple-making, leader raising and church planting in our current context as well as study some of the major movements of the Gospel past and present. Emphasis will be given to the leader's development in the areas of spiritual formation, self-awareness, emotional intelligence, and relational aptitude. (Spring, odd)

Pre-requisite: CHAL 2213

**CHAL 2253 Introduction to Christianity**

A survey of the history of Christianity to the present day, focusing on persons, events, and movements which have shaped the Church, placing them in the wider history of our times.

**CHAL 2513 Ministry in a Pluralistic Culture**

This course will focus on the issues of Christianity and culture: how they are related and influence one another. The question must be asked and answered - how can the integrity of the gospel be maintained in the present and in changing cultural contexts and how will this affect the approach to ministry.

**CHAL 2723 Philosophy & Christian Thought**

This course considers the doctrines held in common by the Christian church. The distinctive teaching held in the Wesleyan tradition will be noted.

**CHAL 3103 Christian Worldview and Apologetics**

This course is designed to acquaint the student with the concept of "worldview" and how important it is in the

twenty-first century to develop a biblically based worldview in order to develop a stable, intellectual, moral and practical foundation for life. Students will also be introduced to the Apologetic task in order to engage non-Christian worldview competitors in the public arena. Areas to be considered will include, but not be limited to, a defense of the primacy of Jesus Christ, the priority of Scripture, the pursuit of truth and the practice of wisdom.

**CHAL 3113 Evangelism and Discipleship**

This course will be a study and implementation of a biblical model of evangelism and discipleship contextualized to the challenges of the twenty-first century. Emphasis will be given to a well-rounded evangelistic approach that encompasses both personal and corporate evangelistic processes. Discipleship will be considered relationally and as a function of spiritual formation.

**CHAL 3123 History of Christianity**

A survey of Christianity from its inception to present with a focus on the persons, events and movements that have shaped the church. An element of the course will explore the history of the Wesleyan Church

**CHAL 3213 Introduction to Theology (Systematic Theology 1)**

This course surveys the major doctrines of the Christian faith with an evangelical, Wesleyan emphasis. Important topics considered will be, Inspiration and the Doctrine of God, including the Trinity, Anthropology and Hamartiology.

**CHAL 3323 Group Dynamics**

This course is a study of group behavior and the effects of group functioning on organizational effectiveness. Emphasis is placed upon decision making and resolving group conflict. Students will develop strategies for effective group management and determining which tasks are best handled by groups or individuals.

**CHAL 3413 Persuasive Speech 1**

This course is an introduction to the fundamentals of public speaking and sermon preparation and delivery. Emphasis is given to the Biblical basis of preaching, the process of sermon construction, and other persuasive messages, and the use of resources.

**CHAL 3423 Church Administration**

A study of methodologies for the management of the business of the church. Pertinent areas such as departmental organization, church finance, special meetings, and parliamentary procedure will be covered.

**CHAL 3443 Comparative Religions**

This course takes a careful look at central beliefs of the world's major religions. Emphasis will be placed on such concepts as God, human nature, freedom, immortality, and the problem of evil. The uniqueness of Christianity is noted in relation to world religions.

**CHAL 3523 Biblical Perspectives**

This course reflects OKWU's commitment as a Christian institution to nurturing an appreciation for the rich resources of the Scriptures for creative faith and human life in the modern world. It is designed to foster knowledge and understanding of the literature and history of the Bible and to integrate faith, learning, and living.

**CHAL 3543 Pastoral Care**

A study of the role of the pastor/shepherd in ministry. This class will focus on the practical problems of the pastoral office.

**CHAL 3603 Pre-Launch and Advanced Strategic Planning**

This course is designed to provide principles and practices for the pre-launch and launch processes of a church plant, site, or venue. Emphasis will be given to discerning the new church, site, or venue model and strategy, developing a philosophy of ministry, exegeting a cultural context, connecting with the community, recruiting a core team, designing the worship gatherings, and creating an efficient leadership structure. This course will provide students with a culturally adaptable framework for the development of a new initiative. (Fall, Odd)

Pre-requisite: CHAL 2223

**CHAL 3623 Thrive**

This course addresses the challenges of the post-launch process in years two to ten, including personal health, soul care, leadership development, evangelism fervor, discipleship formation, financial management, spiritual warfare, and organizational management. The course utilizes learning experiences of successful multiplication movements in their post-launch years. (Spring, Even)

Pre-requisite: CHAL 3603

**CHAL 3853 Inductive Bible Study-Romans**

This course concentrates on teaching the inductive Bible study method and implementing the learning by applying it to the Epistle to the Romans. The class will emphasize the historical, doctrinal, and practical implications of the Roman Epistle to the Christian faith.

**CHAL 4023 Christian Spiritual Formation**

This class focuses on the measure of true spirituality and its development in the individual and corporate Christian life. The intent of this course is to stimulate Christian spiritual development by the study of spiritual disciplines such as prayer and fasting.

**CHAL 4153 Dynamics of Human Communication**

This course endeavors to develop effectiveness in personal and social communication. Through readings and exercises, students will consider subjects such as non-verbal communication, constructive feedback, dealing with conflict, and other areas of communication that could help or hinder ministry.

**CHAL 4233 Leadership Seminar: Theology of Christian Leadership**

This course is designed as a forum for integrating biblical, historical, and contemporary theories, models, and perspectives on leadership, relating these perspectives to issues of power, authority, persuasion, and motivation. The importance of understanding organizational culture, group process, communication, and conflict resolution as a means to leadership effectiveness will be explored. Also explored will be leadership efficiency issues, visioning, goal-setting, self-management, leadership styles, preferences, and the learning processes as well as leadership empowerment and the stewardship of others.

**CHAL 4313 Ministry & Technology**

This course provides pastors, and others interested in ministry, with knowledge and skills to implement technology as an effective and meaningful tool to share the message of the gospel in a media driven society. Students will leave this course with a better understanding of reasons to implement technology, how to choose appropriate technologies, and how to implement these technologies.

**CHAL 4433 Budgets and Fundraising**

The course surveys basic financial concepts within a typical non-profit organization (NPO). Topics include a biblical view of stewardship, budgeting, financial management, fundraising, and ethics. The course investigates the NPO's role within society, budget development, financial reporting, fundraising, and ethical concerns. Not intending to produce in-depth financial skills, the course provides the student with financial language and understanding that enables effective leadership within the NPO.

**CHAL 4443 Ethical Challenges and Contemporary Issues**

A survey of the principal ethical theories with an emphasis on the practical application of these principals to moral and social issues of today. Topics to be considered may include, but are not limited to, abortion, euthanasia, capital punishment.

**CHAL 4523 Advanced Theology (Systematic Theology 2)**

A continuation of CHAL 3123, Advanced Theology will focus primarily on Soteriology, Ecclesiology and Eschatology. While considering the overall orthodox beliefs of the Christian Church, the focus will be on distinctive Wesleyan positions.

**CHAL 4573 Practical Stewardship & Fundraising**

This course helps leaders understand biblical principles of stewardship as a basis for successful Christian fundraising. Students will explore the basics of annual fund, major gifts, capital campaigns and planned gift fundraising. Students will develop a personal philosophy of stewardship and a resource development plan

for an organization or church.

**CHAL 4613 Persuasive Speaking II**

A continuation of CHAL 3413, Persuasive Speaking II centers on the delivery of sermons, and other persuasive messages, based upon the principles learned and developed. This is the practical segment of the students training emphasizing preparation and delivery of messages under observation and constructive criticism.

**CLAC 1713 Formation of the Christian Learner**

This course focuses on understanding and managing the transitions encountered by adult professionals with special attention to the transition to formal Christian higher education. Emphasis is placed on developing skills related to personal effectiveness and lifelong learning.

**CLAC 1733 Introduction to Online Learning**

This course focuses on understanding and managing the transition encountered by adult professionals who return to college. Special attention is given to the transition to online higher education. Emphasis is placed on developing the skills necessary to achieve academic success in the OKWU online program. The focus is on understanding OKWU and its missions, study habits, technology resources, learning resources, and assessing skill levels in English, mathematics, and computer literacy.

**CLAC 3113 Introduction to Adult Studies**

This course is designed to teach new students OKWU's approach to adult learning within the Christian university. It will provide students with the tools necessary for successful learning experiences: university policies and expectations, communication and time management skills, goal setting, library resources available, teamwork and personal strengths. Students will learn the basics of APA formatting required throughout GPS programs.

**COMM 1823 Introduction to Human Communication**

This course provides an understanding of communication encountered in various social settings with emphasis on both theoretical and practical aspects. Students will gain an understanding of communication in message construction and interpersonal interaction; and students will explore group, organizational, public, cultural, and mass communication settings. The ethics of communication will also be examined.

Pre-requisite: ENGL 1613

**CROSS 1220 Sociology**

A survey of the field of sociology including but not limited to the following areas: a study of the scientific approach to analysis of social interaction, forms of social control, types of groups, and major social institutions.

**CROSS 1410 Survey of Christian Education**

This course is an overview of the philosophy and methodology of Christian Education within the life of the church.

**CROSS 1610 Introduction to Old Testament**

This course involves a survey of the books of the Old Testament. This course will lead to a greater understanding and appreciation of God's activities in the Old Testament world, as well as an acquaintance with the key events, personalities and institutions of the Old Testament.

**CROSS 1710 Introduction to New Testament**

This course is a study of the political, cultural and historical world of the New Testament as well as a survey of the New Testament books. An emphasis is given to the life and teachings of Christ, as well as application of the other New Testament writings as a foundation for character and life in today's world.

**CROSS 1800 Psychology**

A survey of the field of psychology including but not limited to the following areas: theoretical basis, biological roots of behavior, human growth and development, sensory and perceptual processes, memory, cognition, language, intelligence, abnormal behavior.

**CROSS 2620 Pentateuch**

A study of the first five books of the Bible, with careful attention being given to theological themes, historical context and interpretation in light of the literary structure.

**CROSS 2920 Introduction to Philosophy**

This course is a survey of major ideas peculiar to western philosophy. Included in the scope of this study are such issues as the existence of God, the meaning of life as well as abstract concepts such as truth and ethics.

**CROSS 3110 Evangelism & Discipleship**

This course will be a study and implementation of a biblical model of evangelism and discipleship contextualized to the challenges of the twenty-first century. Emphasis will be given to a well-rounded evangelistic approach that encompasses both personal and corporate evangelistic processes. Discipleship will be considered relationally and as a function of spiritual formation.

**CROSS 3210 Introduction to Theology**

This course will survey the major doctrines of the Christian faith with an evangelical, Wesleyan emphasis. The intent of this course is to provide students with a foundational vocabulary and conceptual framework for authentically Christian thinking and living.

**CROSS 3250 Introduction to Church History**

This course is a survey of the history of Christianity to the present, focusing on those persons, events, and movements, which have shaped the Church placing them in the wider history of their time.

**CROSS 3320 Advanced Theology**

This course builds upon CROSS 1210 Introduction to Theology, with an emphasis on Hamartiology, Christology and Soteriology from a Wesleyan Arminian perspective.

**CROSS 3450 Preaching 1: Introduction to Homiletics**

This course is an introduction to the fundamentals of sermon preparation and delivery. Emphasis is given to the Biblical basis for preaching, the communication process, the process of sermon delivery and the use of resources.

**CROSS 3510 Global/Intercultural Ministries**

This class is a foundational course to help the student develop the proper attitudes and skills which are necessary for an effective Christian ministry, career or service in an intercultural setting.

**CROSS 3520 Preaching 2: Expository Preaching**

This course is designed to give the student an understanding and appreciation of biblical, expository preaching. This will be accomplished through readings, student preparations and class interaction.

**CROSS 3720 Romans**

A study of Romans, noting its historical and doctrinal value to the Christian faith. Special emphasis will be placed on the inductive method of Bible study.

**CROSS 3820 Pastoral Counseling**

This course will focus on a study of behavioral dynamics and the interrelated functions of human relationships, spiritual integration and pastoral responsibilities in helping maintain wellness and wholeness among those inside and outside the Body of Christ.

**CROSS 3850 Acts**

This course is an inductive study of the Book of Acts. Special emphasis is given to the origin and expansion of the early Church under the dynamic leadership of the Holy Spirit. Paul's missionary journeys are also a focus.

**CROSS 3900 Worship**

This course attempts to develop a Biblical and theological understanding of authentic Christian worship.

While attempting to recognize historic Christian liturgy, the desire is to encourage the student to develop a personal philosophy of worship to lead the church forward into the future.

**CROSS 4020 Spiritual Formation**

This course will focus on the measure of true spirituality and its development in both the individual and corporate Christian Life. The intent of the course is to lead to a better understanding of Christian Spirituality and to stimulate improvement in this area by studying devotions and devotional literature as well as and close up look at the doctrine and practice of prayer.

**CROSS 4230 Church Leadership/Management**

This course is a study of church administration methods and procedures for the management of the business and ministries of the church and para-church. Subjects such as organizational and leadership styles, church finances, property management, business meetings, parliamentary law, systems and relationships will be addressed.

**CROSS 4270 Leadership Perspectives**

A study of the leadership competencies required for licensing and ordination in the Wesleyan Church, with an emphasis on leading out of one's relationship with God and personal giftedness. Further, this course contains an additional week of class (4 weeks total) to allow time to provide a study of both the biblical and historical basis for women in pastoral leadership positions, including that of the solo or senior pastor.

**CROSS 4310 Wesleyan History and Polity**

This course explores the founding of the Wesleyan Methodist Church as a part of the 19th Century American Holiness Movement. It also explores the developments and mergers that led to the Wesleyan Church of the 21st Century. The class will also consider parliamentary law and includes a study of the Wesleyan Discipline.

**CROSS 4430 Doctrine of Holiness**

This course traces the biblical and historical development of the concept of holiness in the life of the church, particularly from the Wesleyan tradition. An attempt is made to present a theological understanding as well as a practical application of this doctrine.

**CROSS 4540 Pastoral Ministries**

A study of the role of the pastor/shepherd in ministry. This class will focus on the practical problems of the pastoral office.

**CROSS 4810 Internship**

This internship is designed to provide a student with a wide range of experiences in ministry under the direction of a pastor-supervisor in a local church setting. Three hours of academic credit will be given for a minimum of 90 on-site hours of ministry exposure. NOTE: Three terms or one summer are necessary to meet the ordination requirements for The Wesleyan Church. Must complete 36 credit hours in the Bachelor program before enrolling in this course.

**ENGL 1613 Written Communications 1**

This course provides the students with a basic understanding of the writing process with emphasis on those skills necessary for successful expository writing. A grade of a C- (70%) is considered a minimum passing grade. Any grade below this minimum passing standard is considered a failing grade. Students must pass this course with a C- or better before being allowed to proceed to ENGL 1813 Written Communication 2. Exception: A grade of C (73%) is considered a minimum passing grade for Nursing students.

**ENGL 1813 Written Communications 2**

This course provides students with experience in critical writing, analysis, argumentation, and persuasion. The major project will be writing a research paper. This course will continue to address the writing process presented in Written Communications I, including prewriting, organizing, revising, editing, and polishing. A grade of a C- (70%) is considered a minimum passing grade. Any grade below this minimum passing standard is considered a failing grade. Students must pass this course with a C- or better. Exception: A grade of C (74%) is considered a minimum passing grade for Nursing students. (Fall & Spring)

Pre-requisite: ENGL 1613

**HADM 3013 Delivering Healthcare in America**

This course introduces students to the systems of health care in the United States with a focus on the structure and function of the system today; the evolution of the delivery system; examination of the impact of external factors (economic, social, political, legal, and technological); and access, quality of care, and the future of the health care system.

**HADM 3323 Assessing Public Health Issues**

This course is a comprehensive introduction to the public health function of assessment. Focus will be on defining, assessing, and understanding the health status of populations, determinants of health and illness, factors contributing to health promotion and disease prevention, and factors influencing the use of health services as well as in developing, implementing, and evaluating a community public health assessment. Content includes measurement of selected determinants of community health status and use of health services, identifying community assets, selecting appropriate qualitative or quantitative tools, maximizing community participation, ethical issues in use of power and authority, capacity-building and consultation in the community, and moving from aggregate or state level data to a smaller, defined population.

**HADM 4053 Finance in Healthcare**

This course is designed as a basic introduction to financial principles and concepts as applied to health care financial management of both for non-profit and not-for-profit entities within the context of the health care environment in the United States today. It will introduce a discussion of financial management challenges of particular interest to administrators such as identification of costs of care, and types of provider payment systems.

**HADM 4373 Healthcare Consumers: Trends Marketplace**

Consumerism is a potent force shaping the evolution of the healthcare system. Consumerism is defined as the advocacy of protection of consumer interests through provision of information designed to increase the value of individual consumer decisions. This evolving role for the healthcare consumer means that there is a large and growing need for health sector firms to address a new marketing paradigm by leveraging state-of-the-art consumer marketing tactics and strategy redefined for the specific aspects of health care market. This course seeks to leverage and deepen knowledge from the marketing core by addressing how standard marketing techniques do, and do not, apply within the health sector.

**HADM 4823 Current Legal/Regulatory Issues Healthcare**

This course is designed as an introduction to the issues and demands of the regulatory environment that affect health care in the United States today. It covers concepts such as public policy, risk management, and fraud and abuse, as well as a discussion of the Healthcare Administrator's role in organizational compliance, including licensing and accreditation. The roles of local, state, and federal regulatory agencies and accrediting bodies, and the enforcement of federal guidelines, standards, and regulations are also included.

**HADM 4913 Healthcare Management Strategy**

This course will introduce students to concepts, principles, and practices of strategic management in multiple health care settings using case studies from the health care industry. Students will develop their knowledge in areas including negotiation, leadership, organizational design, organizational culture, how people work in organizations, and strategy (including stakeholder and SWOT analysis, along with the current approaches to the development of strategic plans).

**HIST 1823 United States History II**

A survey of United States history from Reconstruction to the present.

**HIST 2833 America in a Changing World**

This course examines America's role as it relates to contemporary issues such as globalization and terrorism. Special attention is given to the role of Christianity as it pertains to these issues.

**LIT 2733 Literature & Ideas**

This course traces the impact of a particular literary genre or theme that recurs throughout British/American literature. Examples include satire, war literature, literature of protest, etc.

**MATH 0500 Math Review**

This course is suitable for any student who needs to build or review algebra skills before entering MATH1813 for college credit. This course will build and improve the following three basic skills necessary for future success: evaluating variable expressions, solving equations, and simplifying variable expressions. All algebra courses work on these same skills, only increasing the level of difficulty.

**MATH 1813 Concepts of Mathematics**

This course is a survey of contemporary mathematics with integration of theory and practical applications. Topics covered are set theory, real numbers and their representations, algebra, and graphs and functions.

**NURS 3213 Nursing's Role in Health Care**

Presents an overview of professional nursing in the contemporary health care system, including trends and issues that influence the practice, education, research, social, and political aspects of professional nursing. Includes content related to role theory, change theory, and political advocacy.

**NURS 3313 Theoretical Foundations of Nursing**

Designed to acquaint the practicing nurse with theory-based, research-supported nursing care within a Christian framework. Includes historical, economic, technological, and legal influences on the nursing practice and on health care. The Neuman Systems Model of Nursing will be presented as a framework for nursing care and practice.

**NURS 3613 Nursing Informatics & Tech Resources**

This course provides the student with an understanding of basic skills in computer application software. In addition, the course is designed to provide an introduction to information systems in the health care setting and web-based technology. Students will be provided an opportunity to acquire skills necessary to use computers in both nursing practice and research. The focus will be on the use of computers in client care applications, nursing information systems and web-based research. Theoretical concepts from information science will be incorporated with nursing science throughout the course. Use of APA format will also be presented.

**NURS 3713 Spiritual Care of the Client**

Designed to prepare the nurse to care for patients who are experiencing spiritual distress. Emphasis is placed on understanding and incorporating a Judeo-Christian approach in planning spiritual care while being sensitive to patients' cultural beliefs and preferences. Students will also learn how to evaluate spiritual care practices currently advocated within the nursing profession by using a Judeo-Christian decision-making model.

**NURS 3723 Nursing Ethics Seminar**

Ethical theories and related topics will be presented as a foundation for personal values clarification and ethical decision-making within the nursing profession. Designed to foster ethical development and effective analysis of issues based on a Biblical perspective; this course will enhance the professional nurse's ability to apply ethical principles in practice.

**NURS 3813 Pathophysiology**

Concepts of pathophysiology will be presented as practicing nurses study the relationships between holistic persons and their environments in times of physical stress. (Note: This course is a graduation requirement, but is not scheduled as part of the RNBSN major sequence.)

**NURS 4324 Nursing Research**

Provides an introduction to the basic elements of the research process. Designed to assist the nurse in becoming a critical consumer of nursing research, in developing an appreciation for the contribution of research to improvements of nursing practice, and in becoming familiar with statistical methods and terminology. Includes opportunities to critique nursing research and develop a mini research proposal of significance to nursing.

**NURS 4433 Intercultural Nursing**

Designed to provide the practicing nurse with tools for effective delivery of health care to clients from different cultures. A practical, integrative experience with another culture may be achieved with a racial or ethnic subculture, or with a group of individuals with characteristics that differ significantly from those of the



dominant American culture.

**NURS 4534 Community Health Nursing**

A focus on the community as a client. Explores factors influencing the health of the community and the role of nursing in promoting community and public health from the local to the international level. Experiential Learning Clinical (ELC) required.

**NURS 4643 Health Promotion Across the Lifespan**

This course considers family patterns, health and social issues, and the needs of family members from the prenatal period through older adulthood. Emphasis is placed on the nurse serving as an interdisciplinary team member to assess needs of clients and design developmentally appropriate methods of promoting and maintaining health. This course includes an Experiential Learning Clinical (ELC).

**NURS 4654 Health Assessment for Nursing Practice**

This course is designed to enhance nursing knowledge and cultivate health assessment and physical examination techniques for the professional nurse. Emphasis is placed on the nurse performing a holistic and comprehensive assessment of the adult client. This course includes an Experiential Learning Clinical (ELC).

**NURS 4934 Management in Nursing**

The final capstone course, designed to develop leadership and management skills for practicing nurses. Considers dynamics and management of individual, group, and organizational behavior. Examines issues in management, power and conflict resolution, work stress, discrimination, group dynamics, organizational change, and other topics. Christian Worldview Core Learning Clinical (ELC) required.

**PHY 1101 Physical Activity 1**

This course is an activity course which includes the learning and development of different types of movements and routines related to physical activity. This class offers an individualized approach to fitness with a focus on the individual's personal responsibility for his/her fitness and health throughout life. The online nature of the course provides flexibility to the student for participating in a variety of physical activities on his/her schedule, at locations of his/her choosing. Students are allowed to participate in different activities during this course.

**PHY 1201 Physical Activity 2**

This course is an activity course which includes the learning and development of different types of movements and routines related to physical activity. This class offers an individualized approach to fitness with a focus on the individual's personal responsibility for his/her fitness and health throughout life. The online nature of the course provides flexibility to the student for participating in a variety of physical activities on his/her schedule, at locations of his/her choosing. Students are allowed to participate in different activities during this course.

**POLS 1713 United States Government**

This course is a study of the origin, framework, and function of the government of the United States as well as principles and method of political organization and development.

**PSYC 1803 Introduction to Psychology**

This course is designed to be an introduction to the field and science of psychology. This survey course will include areas such as: theoretical bases, human growth and development, cognition, personality, emotions, stress and abnormal behavior. An additional emphasis will be placed on the application of sound psychological science to the promotion and maintenance of health.

**PSYC 2333 Marriage and Family Relations** Study of the family, its continuity, and its change. Areas included are mate selection, single-hood, marital adjustment, conflict management, sexual adjustment, child rearing, family finances, marital dissolution, and blended families.

**PSYC 2783 Human Development Across the Lifespan**

The course is a study of human growth and development from conception through adulthood. Areas included are theoretical bases, biological roots of behavior, physical, cognitive, language, social and emotional development, personality, and life transitions.

Pre-requisite: PSYC 1803

**PSYC 2883 Psychological Tests & Measurements**

The course will acquaint the student with the philosophy, history, and development of psychological measurement. It will include a study of standardization procedures, concept evaluation, item/test reliability and validity, and indirect measurement issues.

Pre-requisite: PSYC 1803 and PSYC 2783

**PSYC 3123 Theories of Personality**

A study of theories of personality and the persons who developed them. The course focuses on the influence of biography, culture, gender, and research on ideas about human personality, and finally, studies the application of these theories to a better understanding of the self. (5 weeks)

**PSYC 3583 Psychology of Persons/Social Environment**

The course is focused on the study of the basis of social stimulation and response; adjustment in social groups, group behavior, and social control. The course will focus on issues of attraction, aggression, persuasion, conformity, prejudice, conformity, altruism, conflict, and peacemaking.

**PSYC 3633 History of Psychological Thought**

A study of the antecedents and developmental trends culminating in contemporary psychology. The life and works of eminent philosophers, scientists, and psychologists are presented in their historical time line as they contributed to the development of psychological thought. Prerequisite: 9 hours of psychology. (5 weeks)

**PSYC 3923 Fundamental Statistics for the Behavioral Sciences**

The purpose of this course is to lay a foundation for research in the behavioral sciences and for understanding of what the research results mean. The basis for statistical decision-making and the appropriate statistical tests for different types of data and questions of interest will be included along with techniques which psychologists and other behavioral scientists use to summarize numeric data obtained from censuses, surveys, and experiments. The topics include frequency distribution, central tendency, variability, probability theory, and estimation. The student will also learn how to test hypotheses for group differences in means (z test, t test) and for association between two variables (correlation, chi-square test).

**PSYC 4683 Counseling Theory & Techniques**

The course is a study of theories, principles, and techniques relevant to behavior change and modification. The course will focus on professional ethics and goals of psychological intervention.

Pre-requisite: PSYC 1803 and PSYC 2783 and PSYC 2883 and PSYC 3583.

**PSYC 4783 Abnormal Psychology**

A study of behavior pathology with special reference to etiology, forms, dynamics, and treatment.

**PSYC 4823 Senior Psychology Seminar**

A capstone course designed to integrate learning achieved over the student's course of study. A project based on student interest will be chosen for completion. Students will be allowed to choose from one of four tracks: 1) Senior Research, 2) Senior Literature Review, 3) Senior Practicum Review, or 4) Senior Review of Psychology. Integration of Christian faith in the Wesleyan-Armenian tradition with the science of psychology will be emphasized. Professional issues will also be discussed.

**PSYC 4853 Research Methods**

An applied study of research methods and techniques used in behavioral science and experimental psychology. Emphasis is placed on the importance of theory to research and research design, hypothesis construction, and research procedures including data collection, statistical analysis, interpretation and reporting.

**SOCI 2223 Sociological Foundations**

This course will focus on the scientific study of sociological phenomenon, including but not limited to social institutions, theoretical bases of social interaction, social control, and types of social groups. Particular emphasis will be given to the integration of the Christian faith with sociological science.

## Personnel Directory

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Secretary.....	Mr. Trevor Shakiba
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General Church Representatives.....	Dr. Wayne Schmidt, Rev. Russ Gunsalus
Trustees .....	Dr. Stephen Babby, Dr. Robert Bingaman, Dr. Yorton Clark, Rev. Max Colaw, Mr. Stephen Colaw, Mr. Kevin Freeman, Rev. Mark Fuhr, Mr. Fran Gonzalez, Ms. Marla Hoyer, Mr. Kyle Hubbard, Mr. Ward Koeser, Mr. Warren Little, Mr. James Occhipinti, Dr. Verla Powers, Rev. Tim Purcell, Mr. John Quinn, Mr. Richard Rhoads, Rev. Ed Rotz, Rev. Nate Rovenstine, Rev. Johanna Rugh, Rev. Michael Skor, Dr. Devon Smith, Rev. Wes Smith, Mr. Rob Swagger, Mr. Doug Wall, Dr. Billy Wilson
Alumni Representative .....	Rev. Mark Busch
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### President's Executive Cabinet

President .....	Dr. Jim Dunn
Provost/Vice President of Academic Affairs.....	Dr. Mark Weeter
Vice President for Business Affairs.....	Mrs. Andrea Zepeda
Vice President for Student Life.....	Mr. Kyle White
Vice President for Creative Impact .....	Mr. Kory Pence
Vice President for Enrollment Management .....	Dr. Kevin Osborn
Vice President for Graduate & Professional Studies .....	Dr. Brett Andrews

## Faculty

**Keri Bostwick, 2013\***

**Dean, School of Education and Exercise Science**

B.A., Oklahoma Wesleyan University; M.Ed., Oklahoma Wesleyan University; Ed.D., Concordia University

**Jason L. Bussey, 2015\***

**Chesapeake Energy School of Business**

B.S., Oklahoma State University; M.B.A., Oklahoma Wesleyan University; additional studies at Oklahoma State University and Anderson University

**Kelly Chisum, 2020\***

**School of Arts & Sciences**

B.A., Hillsdale College; additional studies at Full Sail University

**Amanda Dickinson, 2012\***

**School of Education and Exercise Science**

B.S., Oklahoma Wesleyan University; M.S., University of Central Missouri; additional studies at Concordia University Chicago

**Jonathan Ensor, 2019\***

**School of Ministry and Christian Thought**

B.A., Oklahoma Wesleyan University; M.A., Asbury Theological Seminary; Ph.D., London School of Theology

**Dalene Fisher, 2015\***

**Assistant Provost**

**Dean, School of Arts and Sciences**

B.S., Oklahoma Wesleyan University; M.A., Union Institute and University; Ph.D., University of Kent, Canterbury

**Jason Flick, 2019\***

**School of Education and Exercise Science**

B.A., Oklahoma Wesleyan University; M.Ed., Indiana Wesleyan University; additional studies at Concordia University Chicago

**Michael Fullingim, 1989-2003, 2005\***

**School of Ministry and Christian Thought**

A.A., Miltonvale Wesleyan College; B.A., Southern Nazarene University; M.A., Southern Nazarene University; M.A., University of Texas at Arlington; Ph.D., University of Texas at Arlington

**Eric Gray, 2018\***

**School of Arts and Sciences – Humanities**

B.A., University of Oklahoma; M.F.A., University of Alabama; Ph.D., Oklahoma State University

**David M. Hart, 2008\***

**Chesapeake Energy School of Business**

B.S., Oklahoma Wesleyan University; M.B.A., Oklahoma Wesleyan University; additional studies at Arizona State University

**Beverly Hartter, 2007\***

**School of Arts and Sciences – Science and Mathematics**

B.S., Illinois State University; M.S., Illinois State University; Ph.D., Illinois State University

**Evan Hewitt, 2015\***

**School of Arts and Sciences – Humanities**

B.A., Psychology, Asbury College; M.F.A., Film & Television, Savannah College of Art & Design

**Julie Hufstetler, 2017\***

**School of Arts and Sciences – Social and Behavioral Sciences**

BS, Texas A&M University; M.A., University of Houston

**Jessica Johnson, 2013\***

**Dean, School of Nursing**

B.S.N., Pittsburg State University; M.S.N., Northeastern State University; D.N.P., Capella University

**Rosanina Ketchum, 2015\***

**School of Nursing**

A.A.S., Oklahoma Wesleyan University; B.S.N., Oklahoma Wesleyan University; M.S.N., Indiana Wesleyan University; D.N.P., Grand Canyon University

**Becky Le, 2006-2018, 2020\***

**School of Nursing**

B.S.N., Oklahoma City University; M.S., Southern Nazarene University; Ph.D., Oklahoma City University.

**Cara Lee, 2018\***

**School of Nursing**

B.S.N., Oklahoma Wesleyan University; M.S.N., Oklahoma Wesleyan University

**Sandra S. Lynn, 2018\***

**Chesapeake Energy School of Business**

B.A., Pennsylvania State University; M.S.S.L., Oklahoma Wesleyan University; M.A.C., Grand Canyon University

**Anna Mangimela, 2019\***

**School of Nursing**

B.S.N., Oklahoma Wesleyan University; M.S.N., Indiana Wesleyan University

**Joshua McNall, 2009\***

**School of Ministry and Christian Thought**

B.A., Oklahoma Wesleyan University; M.A., Gordon-Conwell Theological Seminary, Ph.D., University of Manchester

**Eric Peterson, 2011\***

**Chesapeake Energy School of Business**

B.S., Oklahoma Wesleyan University; M.B.A., Southern Nazarene University; additional studies at Walden University

**Stacy Pierce, 2017\***

**School of Arts and Sciences – Science and Mathematics**

B.S., Trevecca Nazarene University; M.A., Western Caroline University; additional studies at Emporia State University

**Douglas P. Quick, 2004\***

**School of Arts and Sciences – Science and Mathematics**

B.S., University of Iowa; M.S., University of North Dakota; Ph.D., University of North Dakota

**Lisa Riggs, 2009\***

**School of Arts and Sciences – Humanities**

B.A., English, Oklahoma Wesleyan University; M.A., University of Tulsa; Ph.D., University of Tulsa

**Cheryl Salerno, 2013\***

**Library**

B.S., Oklahoma Wesleyan University; M.L.I.S., University of Oklahoma

**Kelley Sells, 2020\***

**School of Education & Exercise Science**

B.S., Northeastern State University; M.S., Pittsburg State University; additional studies at University of Arkansas

**Mark Shannon, 2014\***

**Chesapeake Energy School of Business**

B.A., Covenant College; M.B.A., Oklahoma Wesleyan University; additional studies at Regent University

**Jonathan Stewart, 2009\***

**School of Arts and Sciences – Humanities**

B.M., Southeast Missouri State University; M.M., Southern Illinois University; D.M.A., Boston University

**Greg Tackett, 2020\***

**School of Education & Exercise Science**

B.S., Northeastern State University; M.S., Northeastern State University; additional studies at University of Oklahoma

**Rosimar Truitt, 2012\***

**School of Arts and Sciences – Science and Mathematics**

B.S., University of Puerto Rico at Cayey; Ph.D., North Carolina State University

**Brian Turner, 1999\***

**School of Arts and Sciences – Science and Mathematics**

B.S., Southern Nazarene University; M.S., University of Texas at Dallas; Ph.D., University of Texas at Dallas

**Jerome Van Kuiken, 2011\***

**Dean, School of Ministry and Christian Thought**

B.A., Kentucky Mountain Bible College; M.Div., Wesley Biblical Seminary; Ph.D., University of Manchester

**William Vieux, 2008\***

**School of Arts and Sciences - Social and Behavioral Sciences**

B.S.W., University of Kansas; M.S.W., University of Kansas; Ph.D., North Central University

**Emily Voelkers, 2019\***

**Library**

B.S., Oklahoma State University; M. Ed., Oklahoma Wesleyan University; L.M.S., Oklahoma State University

**Wendel Weaver, 2005\***

**Dean, Chesapeake Energy School of Business**

B.S., University of Texas; M.B.A., Le Tourneau University; D.B.A., Anderson University

**Allison Weeter, 2019\***

**School of Arts and Sciences – Humanities**

B.A., Mid America Nazarene University; M.A., University of Tulsa; M.A., University of Durham

**Mark Weeter, 1986\***

**Provost**

**School of Ministry and Christian Thought**

Th.B., Circleville Bible College; M.Div., Wesley Biblical Seminary; D.Min., Reformed Theological Seminary; Ph.D., The University of Wales

**Sandra Whitesell, 2020\***

**School of Nursing**

B.S.N., Southwestern College; M.S.N., Gonzaga University

\* Date of faculty affiliation with OKWU