

**University of Charleston**  
**2019-2020 Academic Catalog Addendum**  
**January 2020**

<http://www.ucwv.edu>

**The Mission of the University of Charleston is to educate each student for a life of productive work, enlightened living, and community involvement.**

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## **Notice of Non-discrimination Policy**

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Correction:

The University of Charleston does not discriminate against any person because of any protected class or characteristic including, but not limited to, a person's race, color, religion, sex, sexual orientation, national origin, age, disability, or veteran status in administration of its educational policies, scholarship and loan programs, admissions, employment, athletics, and other school administered programs in accordance with the laws of the United States and the state of West Virginia.

**Crisis and Emergency Leadership (CEL)**

Correction:

<b>Leadership Courses</b>	<b>Credits</b>	<b>LLOs</b>	<b>Credits</b>
<b>CEL 150: Introduction to Homeland Security and Unified Command</b>	3	<b>SSCI 105</b> (required, 1.1 & 4.1)	3
<b>CEL 220: Introduction to CBRNE/HazMat Response and Scene Leadership</b>	3	<b>COMM 101</b> (2.1LLO)	3
<b>CEL 240: Critical Incident Leadership</b>	3	<b>COMM 102</b> (2.1 LLO)	3
<b>CEL 260: Managing Terrorist Incidents (Introduction to Terrorism Operations and Mind Set)</b>	3	<b>MATH 116 or 120</b> (6.1M)	3
<b>CEL 152: Introduction to Government Financial Operations, Budgeting and Accounting</b>	3	<b>HUMN 101</b> (3.1 LLO, 4.1 LLO)	3
<b>ORGL 301 (5.1 LLO): The Adult Learner</b>	3	<b>SPCH 103</b> (2.2F LLO)	3
<b>OLFR 302: Principles &amp; Issues of Emergency Planning &amp; Mgt.</b>	3	<b>NSCI 117</b> (6.1S, 4.1)	4
<b>ORGL 316: Ethics</b>	3	<b>Electives</b>	14
<b>Total CEL Credits</b>	<b>24</b>	<b>Total LLO &amp; Elective Credits</b>	<b>36</b>

**Online Master of Business Administration (MBA)**

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Correction

MBA 671 Management	3 credits
MBA 672 Managerial Accounting	3 credits
MBA 713 Leadership Policy and Ethics	3 credits
MBA 721 Healthcare Informatics	3 credits
MBA 731 Business Analytics for Managers	3 credits

**Art- Studio & Art- Graphic Design (ART)**

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Correction

**ART 457. Senior Capstone & Exhibit**

**1-9 credits**

This course consists of independently planned projects in a selected area of study, subject to approval by the art faculty. The exhibition/capstone will consist of in-depth study, assigned readings and thesis, and creation of a cohesive body of work that will be exhibited. The student will keep a daily diary of her/his problems, development and growth in knowledge and awareness.

## Cybersecurity (CYBR)

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Addition:

### **CYBR100 Introduction to Computers**

**3 credits**

*Prerequisite: None*

This course provides students with the ability to utilize and implement computer hardware and software into their cyber security and information technology endeavors. Students will analyze the principles of building, repairing, upgrading, and the common operating system principles of computers. The course will also emphasize the need for proper recording of documentation needed when working and making changes to a computer. Students will learn the integration, troubleshooting, and maintenance techniques of combining hardware and software. This also includes how the hardware is relevant towards the operation of computer's operating system. The importance of safety, privacy, and professionalism needed when working with computers and the individual that operate them.

## Cybersecurity (CYBR)

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Addition:

### **CYBR110 Introduction to Networking**

**3 credits**

*Prerequisite: None*

This course provides students with the ability to utilize and implement computer networking into their cyber security and information technology endeavors. Students will analyze the principles of the OSI model, protocols, hardware, device configuration, management, security, and troubleshooting methods of networking. The course will also emphasize the need for proper recording of documentation needed when working and making changes to an organization's network. Students will explore and critically examine networks and the network's functions. Students will obtain the importance of safety, privacy, and professionalism needed when working with networks.

## Cybersecurity (CYBR)

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Addition:

### **CYBR120 Introduction to Security**

**3 credits**

*Prerequisite: None*

This course provides students with the ability to utilize and implement computer and network security into their cyber security and information technology endeavors. Students will analyze the principles of the threats, policies, penetration testing, Bring Your Own Device (BYOD) security, security architecture, securing data, and troubleshooting methods of computer and networking security. The course will also emphasize the need for proper recording of documentation needed when working and making changes to enhance an organization's network. Students will obtain the importance of safety, privacy, and professionalism needed when working with computers and networks and the individuals that adhere towards the need of its security.



## **Finance (FINA)**

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Correction:

### **FINA 205. Fundamentals of Financial Planning**

**3 credits**

This course is designed to introduce the student to the foundations of financial planning. The student will gain a basic understanding of the financial planning profession. This course will focus on time value of money calculations, personal financial statement analysis, cash and debt management, housing and mortgage options and education funding. This is one of the eight required courses in the *Major in Financial Planning* that prepares students desiring to take the CFP® certification examination.

Prerequisites: Math 121 and ACCT 201 or consent of instructor (offered spring)

### **FINA 305 Risk Management & Insurance**

**3 credits**

This course is a study of the various types of insurance products and services. The student will study and analyze life, health, and disability insurance options and how they are a vital component of an overall personal financial plan. This is one of the eight required courses in the *Major in Financial Planning* that prepares students desiring to take the CFP® certification examination. (offered fall of odd-numbered years)

## Finance (FINA)

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### Correction

#### **FINA 405. Investments** **3 credits**

This course is a theory and problem-based study of investment methodology, investment risks, and security selection. The curriculum includes an introduction to security analysis & valuation and portfolio management. The course culminates with an applied study of security behavior and simulated securities trading. This is one of the eight required courses in the *Major in Financial Planning* that prepares students desiring to take the CFP® certification examination. Prerequisites: FINA 312 or consent of instructor (offered spring of even-numbered years)

#### **FINA 410. Retirement Planning** **3 credits**

This course is designed for the student interested in acquiring knowledge of retirement planning and the various types of retirement plans typically available as part of a company sponsored employee benefit plan. Real world case studies are an integral and ongoing component of the course. This is one of the eight required courses in the *Major in Financial Planning* that prepares students desiring to take the CFP® certification examination. (offered spring of even-numbered years)

#### **FINA 415X. Estate Planning** **3 credits**

This course is designed for the student pursuing a career in financial services, taxation, or law in which estate planning and estate and gift taxation is but one of several areas of practice. This is one of the eight required courses in the *Major in Financial Planning* that prepares students desiring to take the CFP® certification examination. (offered fall of even-numbered years)

#### **FINA 420X. Financial Planning Capstone** **3 credits**

This course is designed as the capstone course for students pursuing a concentration in Financial Planning. It is designed around ongoing case studies that combine the outcomes of the prior courses within the concentration. The student will produce in both written and oral forms fully developed financial plans. This is one of the eight required courses in the *Major in Financial Planning* that prepares students desiring to take the CFP® certification examination. Prerequisites: FINA 205, FINA 305, FINA 405, ACCT 423, FINA 410, FINA 415 (offered spring of odd-numbered years)

## **Occupational Therapy Assistant (OTA)**

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### Correction

#### **OTA 205. Level 1 Fieldwork I**

**1 credit**

This is the first fieldwork experience for the OTA student. The student will be assigned a clinical site to observe an Occupational Therapist; an Occupational Therapy Assistant or a professional of another discipline conducting OT related activities, assessments or groups. The student will observe evaluations, and on- going individual and group treatment related to activities of daily living, work and leisure. Level 1 fieldwork will encourage development of professional behaviors including collaborating with other members of the treatment team. Students will be required to complete written assignments including a case study and progress notes. Level 1 fieldwork cannot be used as a substitute for any part of Level II fieldwork. Prerequisites or co-requisites: 201, 202, 208, 203; or permission of the Program Director.

## **Occupational Therapy Assistant (OTA)**

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### Correction

#### **OTA 206. Level 1 Fieldwork II**

**1 credit**

This is the second fieldwork experience for the OTA student. The student will be assigned a clinical site to observe an Occupational Therapist; an Occupational Therapy Assistant or a professional of another discipline conducting OT related activities, assessments or groups. The student will observe evaluations, and on- going individual and group treatment related to activities of daily living, work and leisure. Level 1 fieldwork will encourage development of professional behaviors including collaborating with other members of the treatment team. Students will be required to complete written assignments including a case study and progress notes. Level 1 fieldwork cannot be used a substitute for Level II fieldwork. Prerequisite: 201, 202, 203, 205, 208, 209. Prerequisites or co-requisites: 207, 209, 210, 215; or permission of the Program Director.

## **Occupational Therapy Assistant (OTA)**

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### Correction

#### **OTA 211 and OTA 212. Level II Fieldwork I & Level II Fieldwork II      5 credits each**

The standards of education for the occupational therapy assistant (as outlined by the American Occupational Therapy Association), require that the student successfully complete at least two (2) Level II clinical fieldwork assignments at (or within 20 months of) the completion of all other academic course work. It is the intention of these standards to encourage the student to gain multiple opportunities to further develop clinical skills in diverse settings, thus insuring a broad-based knowledge of the profession and its practices. The student is encouraged to seek out placements that will best serve these ends. Scheduled with OTA program's academic fieldwork coordinator, these clinical fieldwork assignments are taken as full-time non-paid, pre-employment experiences. Prerequisite: successful completion of all OTA didactic requirements.

**Occupational Therapy Assistant (OTA)**

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Addition

**OTA 216. Capstone Seminar**

**1 credit**

**Spring Semester**

This course focuses on reviewing major areas of OTA study in preparation for the national certification exam. Additional study tools are presented, and practice exams are given. Test taking strategies are discussed. Prerequisite: Fall OTA program courses. Corequisites: OTA 206, OTA 210, OTA 211/212, OTA 215.

## **Occupational Therapy Assistant (OTA)**

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Correction

### **OTA 216. Capstone Seminar**

**2 credits**

This course is a continuation of OTA 216 in the spring semester and focuses on reviewing major areas of OTA study in preparation for the national certification exam. Additional study tools are presented, and practice exams are given. Test taking strategies are discussed. Prerequisite: Successful completion of all OTA program courses. Corequisites: OTA 211/OTA 212

## Online Master of Business Administration (MBA)

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### Correction

#### **MBA 671. Management**

**3 credits**

This course explores organizational structure and change; personnel perceptions/attitudes and personalities; the various definitions of leadership and the difference between leadership and management/supervision; ethical decision making in business; and beginning legal and human resource applications.

#### **MBA 672. Managerial Accounting**

**3 credits**

This course is designed to help participants gain an understanding of the roles of managerial accounting and financial management and their relationship to each other and to other functions within the business enterprise. Emphasis will be placed on the principal responsibilities of these functions and the institutional framework within which they operate. Students will learn how managerial accounting interfaces with decision models from operations research, economics and finance.



## Online Master of Business Administration (MBA)

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### Correction

#### **MBA 713. Leadership Policy and Ethics**

**3 credits**

This course will introduce and apply project management tools and techniques to effectively and efficiently manage projects considering time and budget implications. Tools and topics will include Program Evaluation and Review Technique (PERT), Critical Path Method (CPM), project leadership, risk identification and management, communication, and team building.

#### **MBA 721. Healthcare Informatics**

**3 credits**

This course applies principles of economics to the healthcare sector. The course analyzes medical care markets and public policy, recognizing the importance of scarcity and economic incentives, and allowing for differences peculiar to healthcare. Demand and supply of health and medical care are examined as they involve: consumer/patients, healthcare professionals, hospitals, health insurance providers, managed care plans, and public policy.

**Online Master of Business Administration (MBA)**

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Correction

**MBA 731. Business Analytics for Managers**

**3 credits**

This course is designed to understand and implement advanced forecasting techniques that are commonly used in industry. In this course, students will learn various statistical and econometric techniques that are essential to enhance the accuracy of forecasting results. Forecasting results plays a very crucial role in business decision making, and this course will adequately prepare students with an emphasis on applications in accordance with the growing need for such skills in contemporary business environs.

**School of Business and Leadership**

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**Ashley Calvert**, *Administrative Assistant to the Dean, Graduate Business Programs, and Undergraduate Division of Business*

**Summer Daniels, BS**, West Virginia University Institute of Technology, *Administrative Assistant for Leadership Programs*

**School of Business and Leadership**

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Addition:

**Samuel, Jim**, *Associate Professor of Business and Program Director, Business Analytics*  
B.Arch, M.Arch., University of Mumbai; MBA, Thunderbird School, Arizona State University; PhD,  
Baruch School, City University of New York. (2019- ).