



GRADUATE ADDENDUM

2014 – 2016

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The University shall not discriminate against any individual because of race, color, religion, creed, national or ethnic origin, gender, age, disability, veteran's status, sexual orientation or any other reason prohibited by applicable federal, state or local laws.

The statements in this publication are for information only and do not constitute a contract between the student and Texas Wesleyan University. Degree requirements in force at the time of initial enrollment will be honored for an individual student. However, the University reserves the right to change any policy, requirement, or fee at any time during the student's enrollment.

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 Principal Administrative Officers ... **Error! Bookmark not defined.**

 Administrative Staff..... **Error! Bookmark not defined.**

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University Calendar

ACADEMIC CALENDAR

The University offers courses on a semester basis. The regularly scheduled fall semester runs from late August to mid-December and the spring semester from January to mid-May. The summer program includes a wide range of courses offered in both a traditional summer session and in workshop formats. The University also offers special interterm courses between the fall and spring semesters and between the spring semester and first summer term. Courses also are offered on compressed schedules during the fall and spring semesters. Check the course syllabi for add/drop dates. The Academic Calendar is also available at the Registrar's webpage on the Texas Wesleyan web site, www.txwes.edu/academics/registrar/.

SUMMER 2015

(Dates and times subject to change)

SUMMER EXTENDED SESSION

May 16 – August 9

May 16-17	Saturday-Sunday	Track A & C classes begin; Official first day of Weekend Program
May 18	Monday	Students and Faculty should check course schedule in RamLink for course meeting times.
May 23-24	Saturday-Sunday	Weekend Track B classes begin

SUMMER I

March 11	Wednesday	Financial Aid Priority Date
March 30-April 6		Priority online registration for Summer I 2015
April 7-May 26		Open online registration for Summer I 2015
May 5	Tuesday	Last day to pay 100% to hold Summer I and SUE 2015 registration
May 25	Monday	Memorial Day; University closed
June 2	Tuesday	Classes begin; Official first day of classes; Late registration for SU1 2015
June 2	Tuesday	Last day to register or to add a class for Summer I 2015
June 23	Tuesday	Last day to drop a class for Summer I 2015
July 2	Thursday	Last day of classes/Final examinations

July 3	Friday	University holiday, offices closed
SUMMER II		
March 11	Wednesday	Financial Aid Priority Date
March 30- April 6		Priority online registration for Summer II 2015
April 7- July 5		Open online registration for Summer II 2015
June 5	Friday	Last day to pay 100% to hold Summer II 2015 registration
July 3	Friday	University holiday, offices closed
July 6	Monday	Classes begin; Official first day of classes; Late registration
July 7	Tuesday	Last day to register or add a class for Summer II 2015
July 28	Tuesday	Last day to drop a class for Summer II and Weekend Program
August 8-9	Saturday- Sunday	Weekend Track A final examinations
August 5	Wednesday	Last day of classes/Final examinations Summer II 2015
August 8-9	Saturday- Sunday	Weekend Track B&C final examinations
FALL 2015		
(Dates and times subject to change)		
March 1	Sunday	Financial Aid Priority Date for Fall 2015
April 1	Wednesday	Last day to apply for December 2015 graduation
March 30- April 6		Priority online registration for Fall 2015
April 7- June 15		Open online registration for Fall 2015
June 16- August 16		Late online registration; Late fee applies
August 5	Wednesday	Last day to make 100% payment to hold Fall 2015 Registration
August 14	Friday	Faculty arrive 9:00 a.m. for fall semester; All Faculty meeting & School Meetings.

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August 16	Sunday	Residence Halls open 2 p.m.
August 17-18		Students and Faculty should check course schedule in RamLink for course meeting dates.
August 17-21	Monday-Friday	Late registration in Office of Student Records; Late fee applies
August 19	Wednesday	Classes begin 8:00 a.m.; Official first day of weekday classes
August 21	Friday	Last day to register or add a class for Fall 2015
August 22- August 23	Saturday Sunday	Weekend Program Track A & C classes begin; Official first day of Weekend Program
August 25	Tuesday	Faculty/Staff Convocation 12:15 p.m.
August 27	Thursday	President's Picnic 4:30 p.m.
August 29- August 30	Saturday- Sunday	Weekend Program Track B classes begin
September 5- September 6	Saturday- Sunday	Weekend program classes do not meet
September 7	Monday	Labor Day; University closed
September 21	Monday	Last day to remove grade of "I"
October 9	Friday	Fall break; University closed
October 10-11	Saturday Sunday	Weekend Program Track A classes meet
October 13	Tuesday	Mid-semester grades due noon
October 26- November 2		Priority online registration for Spring and May Term 2016
November 2	Monday	Last day to apply for Spring or Summer 2016 graduation
November 3- December 6		Open online registration for Spring and May Term 2016
November 17	Tuesday	Last day to drop a class for Fall 2015
November 21-22	Saturday- Sunday	Weekend Program Track A final examinations
November 25	Wednesday	University closes at noon
November 26-27	Thursday- Friday	Thanksgiving holiday; University closed
November 28- November 29	Saturday- Sunday	Weekend Program classes do not meet

November 30	Monday	Classes resume 8:00 a.m.
December 1	Tuesday	Official last day of classes
December 2	Wednesday	Final examinations for Wednesday evening classes; no day classes; Dead Day
December 3-8	Thursday – Tuesday	Final examinations
December 4	Friday	Last day to make 100% payment to hold Spring 2016 Registration
December 5-6	Saturday-Sunday	Weekend Program Track B&C final examinations
December 7- January 10		Late registration for Spring 2016; late fee applies
December 8	Tuesday	Fall semester ends
December 11	Friday	Robing Ceremony 11:00 a.m.; Office of Student Records closed for graduation preparation.
December 12	Saturday	Graduation Convocation 10:00 a.m.
December 21- January 1		Christmas and New Year’s holiday; University closed

WINTER TERM 2015

(Specially designed courses; dates and times to be announced)

SPRING 2016

(Dates and times subject to change)

October 26- November 2		Priority online registration for Spring 2016
November 3- December 6		Open online registration
December 7- January 10		Late registration for Spring 2016; Late fee applies.
November 18	Wednesday	Financial Aid Priority Date for Spring 2016
December 4	Friday	Last day to make 100% payment to hold Spring 2016 early registration
January 10	Sunday	Residence Halls open 2:00 p.m.
January 11	Monday	Faculty arrive 9:00 a.m. for spring semester; Late registration
January 11-15	Monday-	Late registration in Office of Student

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	Friday	Records; Late fee applies
January 13	Wednesday	Classes begin 8:00 a.m. Official first day of weekday classes
January 15	Friday	Last day to register or add a class for Spring 2016
January 18	Monday	Martin Luther King, Jr. Day; University closed
January 19	Tuesday	Faculty/staff information session 12:15 p.m.
January 23-24	Saturday-Sunday	Track A&C classes begin; Official first day of Weekend Program
January 30-January 31	Saturday-Sunday	Weekend Track B classes begin;
February 19	Friday	Last day to remove grade of "I"
March 8	Tuesday	Mid-semester grades due noon
March 14-18		Spring Break
March 19-20	Saturday-Sunday	Weekend Program classes do not meet
March 21	Monday	Classes resume 8:00 a.m.
March 24-25	Thursday-Friday	Easter vacation begins 8:00 a.m.; University closed
March 26-27	Saturday-Sunday	Weekend Program classes do not meet
March 30-April 6		Priority online registration for Fall 2016
April 1	Friday	Last day to apply for December 2016 graduation
April 7-June 15		Open online registration for Fall 2016
April 12	Tuesday	Last day to drop a class
April 30-May 1	Saturday-Sunday	Weekend Program Track A final examinations
May 3	Tuesday	Official last day of classes
May 4	Wednesday	Final examinations for Wednesday evening classes; no day classes (Dead Day)
May 7-8	Saturday-Sunday	Weekend Program Track B&C final examinations
May 5-10	Thursday-	Final examinations

	Tuesday	
May 10	Tuesday	Spring semester ends
May 13	Friday	Robing Ceremony 11:00 a.m.; Office of Student Records closed for graduation preparation.
May 14	Saturday	Graduation Convocation, 10:00 a.m.; Residence Halls close.

MAY TERM 2016

(Dates and times subject to change)

October 26- November 2		Priority online registration for May Term 2016
November 3- January 10		Open online registration for May Term 2016
December 4	Friday	Last day to make 100% payment to hold May Term 2016 early registration
March 30- April 6		Priority online registration for May Term 2016
April 7- May 3		Open online registration for May Term 2016
May 5	Thursday	Last day to make 100% payment to hold May Term 2016 registration
May 16	Monday	Classes begin; Late registration; Last day to register or add a May Term 2016 class
May 30	Monday	Memorial Day; University closed
May 27	Friday	Last day to drop a May Term 2016 class
June 3	Friday	Final exam or Project due

THE UNIVERSITY

Accreditation

Texas Wesleyan University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master's, and doctoral level degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 (web site: www.sacscoc.org) only for questions, comments, or issues related to the accreditation of Texas Wesleyan University.

Program accreditation includes:

Association to Advance Collegiate Schools of Business**
Commission on Accreditation of Athletic Training Education
Council on Accreditation of Nurse Anesthesia Educational Programs
National Association of Schools of Music
State Board for Educator Certification/Texas Education Agency
University Senate of the United Methodist Church

**Updated School of Business Administration Accreditation.

*The Campus***

Texas Wesleyan University maintains a historic campus in east Fort Worth and a downtown campus that is adjacent to the Fort Worth Convention Center and immediately across from the Water Gardens in Fort Worth. The historic campus includes more than 75 acres four miles southeast of downtown and is located on one of the highest points in the city. The heritage of Texas Wesleyan is reflected in some of the historic buildings with Georgian-style columns, while progress is seen in the contemporary design of the newer buildings. Wesleyan also has a satellite location south of Fort Worth in the city of Burleson.

This mixture of old and new is reflected in all aspects of Texas Wesleyan University's life where new and innovative ideas complement more than a century of traditions. As a part of the Texas Wesleyan's 2020 vision, the University is completing major upgrades throughout the campus. Descriptions of facilities in the catalog are accurate at the time of printing. However, extensive improvements are anticipated over the 2015-2016 academic year.

James C. Armstrong & Elizabeth Means Armstrong Hall (1957) is a residence hall for 75 students and includes a guest room, a large living room, a recreational area, kitchen, and laundry facilities. It was a gift of the late Elizabeth Means Armstrong (1898-1993), an alumna, a trustee, and principal philanthropist of the University. It was renovated and modernized in 2014 thanks to a generous donation from James C. Armstrong and his children.

Dora Roberts Dining Hall (1957, renovated in 1981 and 2014) is the campus dining center with facilities for banquets and meetings. It was a gift of Dora Roberts of Big Spring, Texas. In 2015, the Dora Roberts Dining Hall completed major upgrades to enhance the on-campus dining experience and create a brand new atmosphere.

** Changes reflect updates to campus facilities.

EXPENSES

All tuition, fees, and room and board charges quoted in this catalog are subject to change without notice.

Expenses 2015-2016

GRADUATE TUITION AND COURSE FEES

Business

Admission application fee	\$ 58
M.B.A. tuition, per semester hour	742
General fee, per semester hour	75
Technology fee, per semester hour	29
Management Information Systems 6302	350
Auditing courses, per course	228

Counseling

Admission application fee	\$ 58
Master's Tuition, per semester hour	742
Doctoral Tuition, per semester hour	788
Doctoral MFT program fee.....	84
General fee, per semester hour	75
Technology fee, per semester hour.....	29
Marriage and Family Therapy 8320, 8321, 8322, 8323, 8324, 8325..	394
HEPPA Related Fee	53
Auditing courses, per course	228

Education

Admission application fee	\$ 58
Master's Tuition, per semester hour	510
Doctoral Tuition, per semester hour	742
General fee, per semester hour	75
Technology fee, per semester hour.....	29
Graduation Scholars in Education fee, per semester hour	11
Auditing courses, per course	228
Comprehensive Exam Transcript Fee.....	53

Nurse Anesthesia

Admission application fee	\$ 58
Master's Tuition, per semester hour	944
NA Educator Certificate Tuition, per semester hour	526
Doctoral Tuition, per semester hour	996
General fee, per semester hour	69
Technology fee, per semester hour.....	28
MSNA Program fee (in lieu of General and Technology fees)	139
Clinical Fee, per clinical semester.....	376
NA Electronic Course Materials Fee.....	79
NA Exam and Review Fee (one-time).....	315
Auditing courses, per course	228

Miscellaneous Fees

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Checks returned by bank for insufficient funds.....	34
Conference course, in addition to tuition	
One-Hour course	243
Two-Hour course.....	424
Three-Hour course.....	601

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Master's Graduation fee.....	*116
Doctoral Graduation fee.....	*395
Graduation Application Late Fee.....	*29
Graduation Application within two months of graduation.....	*203
Identification card replacement.....	18
International student insurance (annually).....	1389
Student-athlete insurance (annually).....	287
Late Registration Fee (per semester).....	116
Official Transcript Fee.....	7/paper copy, 5/electronic copy

Students may expect to incur small incidental fees or expenses not listed here. Students are responsible for all books, supplies, and equipment as required by instructors.

Additional fees applicable to the individual programs are listed in the program sections of this catalog.

*The graduation fee must be paid even if the graduate does not participate in the commencement ceremony. The Master's fee covers the cost of the printed diploma and the academic regalia, including hood. The Doctoral fee covers the cost of the printed diploma and the rental of academic regalia, including hood. Late applications are subject to an additional fee depending on the severity of the missed deadline (see page 81).

RESIDENTIAL LIVING FEES

General information, contracts, and pricing for room and board can be obtained from the Office of Residential Life (817/531-4873). International students should contact the Office of International Programs (817/531-5868).

ACADEMIC AND STUDENT SERVICES

Marketing and Communications

The Office of Marketing & Communications supports the mission and vision of Texas Wesleyan by developing clear communications about news, events and weather emergencies. In addition to this direct communication, the Office supports the marketing & communications needs of academic and administrative offices across campus. Marketing & Communications increases awareness and perception of the University through events, giveaways and other on campus communication.

** Added Marketing and Communications section.

Religious Life

Texas Wesleyan University, from its inception, has been a place of higher education combined with faith development. The Religious Life Department believes that it is during the college years that young adults come to explore, understand, and claim faith for themselves. We are here to help students do that in their journey of education and faith. Through our programs and activities, we hope students can develop meaningful experiences in faith, education, and the world.

In the spring semester of 2014, the Texas Wesleyan University Religious Life Department committed to being a reconciling ministry in the Reconciling Ministries Network, an organization that is dedicated to reaching out and welcoming those who may have felt rejected or neglected by the Church in the past. The designation is an outward symbol of our commitment to include all individuals, regardless of sexual orientation, gender identity or race. It identifies the members of Wesleyan's Religious Life community as an ecumenical body of religious and secular individuals who are open-minded, respectful, encouraging of critical theological understanding and hungry for the implementation of social justice.

** Added Religious Life section.

Residential Living

Among the most memorable of university experiences is that of living in a student residence hall. All residential facilities at Texas Wesleyan University provide comfortable and attractive living environments. The Office of Residence Life supervises the housing of all students on campus. Each hall has a staff consisting of students and professional staff members dedicated to the community development among residents.

The University has for residence halls on its historic campus. Stella Russell Hall, Elizabeth Armstrong Hall and OC Armstrong Hall are located just north of the Eunice and James L. West Library. The West Village is located at the corner of Wesleyan St. and Vickery Blvd. Reserved parking for residents is also available. All rooms and lobbies are equipped with cable. The resident rooms in all four residence halls provide a vanity with sink and mirror, desks, beds, bookshelves, closets, and drawers. Residence hall policies and procedures can be found online or obtained at the Housing and Residence Life office.

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Stella Russell Hall is a three-story hall that will house up to 150 students. It is co-ed by floor, with an elevator and large basement that contains coin laundry machines for the residents to use. Each floor has a large community bathroom in each wing that includes private stalls, showers, and changing areas. The lobby on the first floor includes a full-sized kitchen with refrigerator, stove, and microwave oven. The lobby is a large area for residents to cook, eat, watch television on a big screen, and play games.

Elizabeth Armstrong Hall is a two-story facility that houses up to 51 upper-class students. This facility also has a first-floor lobby with a full-sized kitchen with refrigerator, stove, and microwave oven. There is a laundry room on each floor. All rooms are single rooms. Priority is given to graduate students, then to non-traditional students and seniors. Suite-style bathrooms are shared by two rooms.

OC Armstrong Hall is a two-story facility that houses up to 88 residents. The primary option is a double style room with some single rooms available. The first floor comes equipped with a laundry room, full-sized kitchen and lounge area with couches and television.

West Village is a 250-bed apartment style housing facility. This three-story building has a combination of efficiencies and four-bedroom apartments.

Open and closing dates and other pertinent housing information can be found online or from the Housing and Residence Life office.

RESIDENCY

Students, with the exception of students in the Graduate Programs of Nurse Anesthesia, must be enrolled in the University for a minimum of 6 credit hours during the fall or spring semesters to be eligible to live on campus. Current students may reside in the residence halls during summer and interim periods without attending classes. All students choosing to live on campus during the fall and/or spring semester are required to be on a meal plan except graduate students. Specific meal plans, requirements, and other details, including rates, are located in the Residence Halls section of the Student Handbook and in the Expenses section of this catalog.

ROOM RESERVATION PROCESS

1. Complete the on-line housing application at www.txwes.edu/housing;
2. Click on the link "How to Apply" and use your RamLink ID as your username and your Student ID number as your password;
3. Pay on line with a credit card or mail a check or money order to the Cashier's Office for \$225 (\$25 non-refundable application fee);
4. Once your housing deposit has been received, you may complete your application and continue to participate in roommate matching and selecting your room and meal plan;
5. After your application is processed an email will be sent to you with additional information you may need for move-in day.

The University prefers the guidelines of mutual respect and consideration. Program and discipline guidelines for the halls are coordinated under the supervision of the Office of Student Life, and regulations are kept to a minimum. Please see the Residence Halls section of the Student Handbook for more information about living on campus.

** Updated information on student residence halls.

Student Life and Student Activities

It is the primary function of the Office of Student Life to encourage the development of a loyal student community by providing opportunities that promote student growth, development, involvement, and achievement.

The Office of Student Life is located on the first floor of the Brown-Lupton Campus Center and is supervised by the Dean of Students. This office is responsible for special events, diversity programs, recreation, intramurals, leadership development and many other services. Students participate in selecting, planning and producing programs through The Social Rams Programming Board. Additionally, the Student Government Association and the many other campus organizations provide a variety of activities and programs. To contact the Office of Student Life, call 817/531-4872.

** Minor updates to Student Life section.

UNIVERSITY POLICIES

Student Handbook

The Texas Wesleyan University *Student Handbook* is published annually by the University and is available on the website and in the Office of Student Life. It contains policies, procedures, and regulations developed by students, faculty, and administrative personnel of the University. The purpose of the handbook is to set forth the standards of conduct Texas Wesleyan expects of its students, to inform the student body of individual and group rights and responsibilities, and to describe the due-process procedures to be followed when citizenship violations occur. The handbook contains extensive information that is intended to acquaint the student with various aspects of University life and to serve as a guide to University services and activities.

It is important that the student become acquainted with the contents of the *Student Handbook* since enrollment at Texas Wesleyan is considered by the University as an implicit declaration of the acceptance of the rules and regulations contained therein.

Copies of the *Student Handbook* may be obtained from the Office of Student Life (817/ 531-7565).

** Updated information on publication and availability of the Student Handbook.

Unified Harassment and Discrimination Policy

TITLE IX OVERVIEW

Title IX of the Education Amendments Act of 1972 (amending the Higher Education Act of 1965) specifically provides: “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance.”

The United States Department of Education, Office of Civil Rights (“OCR”) is the primary federal agency responsible for enforcing Title IX, and it has developed regulations that require education programs to take steps to prevent and address sex discrimination.

Title IX Scope

Title IX’s prohibition against sex discrimination is broad, protecting students, faculty, and staff in federally funded education programs, and applies to every aspect of the program, including admission, recruitment, academics, employment, athletics, and student services. Title IX’s broad prohibition against sex discrimination also includes sexual harassment, and holds schools responsible for addressing and remedying harassment.

Under Title IX, an educational institution’s athletic programs must insure effective accommodation of interests and abilities, equivalence in availability, quality and kinds of other athletic benefits and opportunities, including coaching, equipment, practice and competitive facilities, recruitment, scheduling of games and publicity, and equivalence in

financial assistance. Title IX regulations provides that if an institution sponsors an athletic program, it must provide equal athletic opportunities for members of both sexes.

All faculty, staff or student, complaints of sex discrimination, including sexual harassment or violence, must be reported immediately to the Title IX coordinator 817/531-4286 or to any assistant coordinator immediately. The Title IX coordinator will take action within a reasonable period of time to effectively correct the situation, prevent a recurrence and remedy any effects of any unlawful harassment. Title IX complaints may also be reported to the OCR.

The Title IX coordinator is responsible for providing a prompt and equitable resolution of all Title IX complaints including conducting a reliable and impartial investigation or coordinating such an investigation through her/his appointment of Title IX assistant coordinators or others at the senior staff level.

Retaliation against any individual who files a complaint or participates in a harassment inquiry is strictly prohibited.

Title IX Coordinator

Vice President for Enrollment and Student Services 817/531-4214

Title IX Assistant Coordinators

Associate Vice President of Human Resources 817/531-4403

Vice President of Finance and Administration 817/531-6579

Academic: Associate Provost 817/531-4405

Athletics: Athletic Director 817/531-4874

Disability Accommodations: Director of Counseling Services/Disability Accommodation 817/531-7565

Human Resources: Assistant Director of Human Resources and Risk Management 817/531-4403

Student Life: Dean of Students 817/531-4872

**Updated Title IX Coordinator Information.

ACADEMICS: PROGRAMS, OFFICES, POLICIES

Graduate and Professional Programs

Programs of study are offered that lead to the following degrees:

M.A.Prof.Couns.	Master of Arts in Professional Counseling
M.B.A.	Master of Business Administration
M.Ed.	Master of Education
M.H.S.	Master of Health Science
M.S.M.F.T.	Master of Science in Marriage and Family Therapy
M.S.N.A.	Master of Science in Nurse Anesthesia
M.S.Sch.Couns.	Master of Science in School Counseling
Ed.D	Doctor of Education
D.N.A.P.	Doctorate of Nurse Anesthesia Practice
Ph.D. M.F.T.	Doctor of Philosophy in Marriage and Family Therapy

The information in this catalog pertains to the programs in Business, Counseling, Education, and Nurse Anesthesia.

Academic Policies

CATALOG**

A student will normally complete requirements for a degree within the maximum 10 calendar years from the date of initial enrollment at Texas Wesleyan University. A student who has not been in continuous enrollment at Texas Wesleyan University and who re-enrolls after the 10-year maximum time period has elapsed will complete requirements for a degree under the catalog that is current on the date of re-enrollment. A student who re-enrolls within the 10-year period should continue with their original catalog unless it is more advantageous to enroll under a more recent one. Exceptions must be approved by the dean of the school. Individual programs may have additional time limitations.

Students may elect to move to a more recent catalog to complete their degree. However, this election to change catalog years will be allowed only once. All program requirements in the most recent catalog must be completed. A Catalog Year Change Request Form must be completed and retained in the student's academic file.

** Policy on effective catalog term clarified.

COURSES

Course Credit**

Academic credit assigned to a subject is expressed in semester hours. The credit-hour value of each course is indicated by the second digit in the course number.

In accordance with federal policy, Texas Wesleyan defines a credit hour as the amount of work represented in the achievement of learning outcomes (verified by evidence of student achievement) that reasonably approximates one hour (50 minutes) of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work, each week for

approximately 15 weeks for one semester or the equivalent amount of work over a different amount of time OR at least an equivalent amount of work as required for other activities as established by the institution including internships, practica, studio work, and other academic work leading toward the award of credit hours.

Lecture/Seminar Courses. During an academic semester, one unit of credit is awarded for one hour (50 minutes) of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15 weeks.

Laboratory Courses. During an academic semester, one unit of credit is awarded for two hours (100 minutes) of classroom or direct faculty instruction and a minimum of four hours of out-of-class student work each week for approximately 15 weeks. Four credit hour courses combining lecture and labs are awarded equivalent of the combined three credit hour lecture/seminar and one credit hour laboratory.

Independent Study. During an academic semester, one unit of credit is awarded for a minimum of three hours (150 minutes) of work per week for approximately 15 weeks. An independent study must be approved by the Department Chair and Dean and designed based on specific learning outcomes that are verifiable through the assessment of student achievement. The student will define the research topic and with the assistance of the faculty sponsor, develop the syllabus, including a course description, learning outcomes, research criteria, assignments and weekly schedule. Regular, periodic meetings with sponsoring faculty are required.

Conference Course. During an academic semester, one unit of credit is awarded for a minimum of three hours (150 minutes) of work per week for approximately 15 weeks. A conference course is a regular course taught by an instructor to an individual student and must be approved by the Dean and University Registrar.

Internships. A minimum of 40 hours per unit of credit is required. Host companies must be approved by the Department Chair, and company supervisors must agree to place the student in a position that will benefit not only their organization, but will add to the student's education in a meaningful manner.

** Detailed description of types of course credit offered at Texas Wesleyan University added to catalog.

GRADUATE PROGRAMS IN EDUCATION

Carlos A. Martinez, Dean
Lisa Dryden, Director of Master's Programs in Education
Linda Metcalf, Director of Graduate Counseling Programs
Twyla Miranda, Director of Doctor of Education Program

Changes in Degrees and Programs Offered

M.S.M.F.T. Master of Science in Marriage and Family Therapy

PROFESSIONAL CERTIFICATIONS

Professional Certification in Administration (Principal Certification)

MASTER'S PROGRAMS IN COUNSELING

**Carlos A. Martinez, Dean
Linda Metcalf, Director**

Faculty

Jon Crook	Edita Ruzgyte
Michael Ellison	Misty Sparks
Trigg Even	Sean Stokes
Michele Greer	

Program Requirements

Master of Science in Marriage and Family Therapy

REQUIRED COURSES	60
Counseling.....	39
COU 6302 Lifespan/Human Growth and Development	
COU 6303 Techniques of Appraisal and Assessment	
COU 6304 Multicultural/Cross-Cultural Counseling	
COU 6306 Research Methodology and Program Evaluation	
COU 6309 Ethical and Professional Conduct for Counselors	
COU 6310 Advanced Psychopathology	
COU 6311 Marriage and Family Counseling	
COU 6314 Professional Identity and Prepracticum Skills	
COU 6331 Psychopharmacology	
COU 6332 Crisis Intervention Counseling	
COU 6333 Counseling for Substance-related and Other Addictive Disorders	
COU 6334 Community and Clinical Mental Health Administration	
one of the following:	
COU 6305 Advanced Human Sexuality and Sexual Dysfunction	
COU 6313 Counseling Children and Adolescents	
Marriage and Family Therapy	12
COU 6320 Principles for Marital Therapy	
COU 6321 Strategies for Interventions in Family Therapy	
COU 6322 Family Systems	
COU 6323 Family of Origin	
Practicum (take three semesters of the following).....	9
take three semesters of the following	
COU 6324 Family Therapy Practicum	
TOTAL HOURS	60*

* Practicum hours updated to meet accreditation requirements.

Course Descriptions

COUNSELING (COU)

6324. Family Therapy Practicum **3 hours****
Prerequisites: COU 6302, 6303, 6305, 6310, 6311, 6313, 6314, 6415, 6416, 6320, 6321, 6322, and 6323
 Professional supervised experience in counseling couples and families; supervision of live and videotape sessions.
 ** Corrected course hours.

MASTER'S PROGRAMS IN EDUCATION

Carlos A. Martinez, Dean
Lisa Dryden, Director

Faculty

Elsa Anderson
Joe Dryden
Lisa Dryden, Director
Kimberly Tyler
Mary Landers
Carlos A. Martinez, Dean

Twyla Miranda
William Newton
Annette Torres
Julie Vowell
R. J. Wilson

Degree and Programs Offered

Master of Education (M.Ed.)

This degree program is designed for students who wish to pursue a degree that focuses on developing advanced skills in teaching as well as an enriched knowledge base in selected content areas. The program is designed to enhance the candidate's appreciation of the art and science of teaching and the ability to understand and critically evaluate education practice.

The following concentrations** are offered:

- Administration
- Gifted and Talented Education
- Math Education
- Reading (for 5th year only)
- Reading and Writing
- Reading Specialist
- Science Education
- Second Language Education and Culture

For program and concentration requirements, see Program Requirements for Master's Programs in Education in the Graduate Catalog.

** Corrected concentrations offered listing.

Program Structure of Master's Programs in Education

The degree is delivered through a variety of instructional methods, including face-to-face, hybrid, online and web-assisted. Professors will use various methods of delivery including lectures, discussions, examinations, online technology, chat rooms and collaborative assignments.**

** Explanation added on delivery of degree.

Admission to the Master's Programs in Education

NON-DEGREE SEEKING STUDENTS

Students who are only seeking additional credentials (TESOL, Master Reading Teacher, Principal, Reading Specialist, and Gifted and Talented) are classified as non-degree seeking graduate education students and must meet the admission requirements listed above. Successful completion of 15-18 hours** of graduate coursework and passing scores on state examinations (TExES) are required for additional credentials. Students seeking the TESOL certificate are not required to pass the TExES exam.

** Updated to reflect number of hours required in certificate programs.

Admission to the Fifth Year Option in Education

ADMISSIONS CRITERIA

Applicants to the Fifth Year Option B.A. or B.S./M.Ed. program must meet the admission requirements of both the undergraduate and the graduate programs and follow the application procedures for the respective programs. Please see the Undergraduate Catalog for undergraduate admission requirements into the Teacher Education Program (2.5 GPA, appropriate THEA scores, completion of Edu 2300). M.Ed. admission decisions are based on an overall evaluation of the items listed below to estimate an applicant's potential for success in the graduate program. In order to assure success in a graduate program, admission requirements for the combined B.A. or B.S./M.Ed. graduate program are as follows:

1. Be fully admitted into the Teacher Education Program;
2. Overall GPA of 3.0 or higher or a GRE score of 900 or greater**: Minimum scores are subject to change upon revision to graduate admissions test;
3. A letter of recommendation from an educator or employer is required showing that the applicant is motivated to achieve, has the capacity to contribute to the learning process, and will bring real life experience to the program, and will enhance the overall experience of other graduate students;
4. Two additional letters of recommendation from Wesleyan undergraduate Education faculty members are required;
5. A current resume or vita to assess professional and academic preparation for graduate studies;
6. An interview with Graduate Admission faculty committee and a writing sample is required in order to demonstrate English proficiency, critical thinking and analytical writing skills.

** Updated to reflect current GRE score required for admission.

Financial Aid

Financial Aid is available through the Texas Wesleyan University Graduate Financial Aid Office, 817/531-6521.

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Graduate Students of Education (GSE) funding may be available for scholarly activity or attending conferences. For additional information, please call the Office of Graduate Studies in Education at 817/531-4974.

The Graduate Education Tuition Scholarship (GETS) may be available for up to \$1,000 per semester. For additional information, please call the Office of Graduate Studies in Education at 817/531-4974.

** Scholarships no longer available for students in Science Education.

Professional Certifications

Professional Certification in Administration ** (Principal Certification)

To be recommended for certification through Texas Wesleyan University as an all-level principal, an individual must have a Master's degree, have a valid teaching certificate, at least 2 years teaching experience, be accepted into and complete the prescribed course or study at Texas Wesleyan University, and pass the Principal State Exam (TEXES 68). See "Admission Requirements" for further information regarding acceptance into this area of study.

Administration	18
EDU 6315	Instructional Leadership in Schools
EDU 6316	School Law Administration
EDU 6317	Administration in EC-12 th Grade Curriculum
EDU 6319	Principal Internship
EDU 6362	The Principalship
one of the following:	
EDU 6318	Supervision and Professional Development at School Level
EDU 6342	Special Populations and Program
EDU 6348	Managing Campus Resources

** Updated Certification to reflect similar coursework to that required for the M.Ed.

Course Descriptions

EDUCATION (EDU)

6315. Instructional Leadership in Schools **3 hours**

Prerequisites: Acceptance into Graduate Studies in Education and the Professional Certification in Administration Program or the Master's in Education Degree program

Designed to prepare students for the role and responsibility of Principal in EC-12 grade schools. The course explores the characteristics of effective leadership with specific focus on the role of instructional leader at the campus level. Students will develop understandings of characteristics of leaders; campus-level leadership and accountability; motivation theory, understanding interrelationships among administrators, teachers, students parents, and community groups; improvement of instruction; learning theory; change process; school climate and culture.

6317. Administration of EC-12th Grade Curriculum **3 hours**
Prerequisite: Acceptance into Graduate Studies in Education and the Professional Certification in Administration Program or the Master's in Education Degree program

This course is designed to prepare students for the role of instructional leader. The EC-12th grade curriculum, TEKS and STARR will be examined, as well as the principal's role in regards to state standardized testing and accountability ratings. Best instructional practice at all levels will be discussed and internalized.

6318. Supervising and Professional Development at the Campus Level **3 hours**

This course is designed to prepare students for the supervisory roles of a principal in a school setting. Students will understand, examine, discuss and observe a cycle of administrative supervision. This program allows students to connect curriculum, instruction and assessment to the practice of instructional leadership. Learning cycles are applied as a means of emphasizing models of continuous improvement. The course is an interactive program designed to stimulate cooperative efforts in the analysis and evaluation of data related to a fictitious middle school, the synthesis of that data and the generation of realistic, targeted approaches to enhance the learning of all students. Students will be trained as instructional leaders in data driven systems consisting of the alignment of curriculum, instruction and assessment best practices as they relate to supervision, job embedded and aligned professional development, building community partnerships, and organizational management. Outside reading will be required in the form of three books selected from a reading list which is included below. Students will submit reflection papers on the books they select and prepare class presentations.

6358. Improving Practice Internship **3 hours**

Capstone course that synthesizes ESL/EFL understandings. The course will result in the development of a project consisting of both the design of an instructional learning system and a demonstration or summary report of actual teaching situations. The capstone project will serve as the final evaluative process for demonstrating one's proficiency in teaching ESL/EFL learners and the issuance of the TESOL certificate. Texas certified teachers may also opt for the Texas ESL certificate examination. TExES barcode will be given upon successful completion of this course. Course may be repeated twice for credit. A total of 100 clock hours are required for internship experiences. Candidates for TESOL certificates may complete the program in two summer sessions.

** Updated course descriptions and prerequisites.

DOCTOR OF EDUCATION PROGRAM

Carlos A. Martinez, Dean
Twyla Miranda, Director

Faculty

Ellen “Aileen” M. Curtin
Joe Dryden
Twyla Miranda, Director

William Newton
Patsy Robles-Goodwin
Celia Wilson

Academic Policies for the Doctor of Education Program

GRADING**

Grading policies for each course will be identified in each course syllabus. Grades will be posted on the University’s RamLink page in accordance with University policy. All students admitted into a course/program will receive an orientation to RamLink following admission.

No final grade assigned for a graduate/doctoral level course may be raised unless an error has been made. The substitution of a different course for one completed with a lower grade is not permitted.

Students wishing to raise a grade in a completed course must retake the completed course and pay full tuition for that course. The student must first gain approval from the course instructor and then petition the Graduate Advisory Committee to the Doctor of Education Program through the Director of the Doctor of Education Program. The decision of the committee is final.

“Incomplete” grades must be removed by the date designated in the University Calendar. On or before the designated date, the instructor will assign a grade and report it to the Office of Student Records. If a new grade is not reported by the designated date, the “I” will automatically convert to an “F.”

**Corrected omission of grading policy specific to Ed.D. program.

Emphasis

A Doctor of Education student may choose to complete a 9 hour emphasis within the concentration area in lieu of 9 elective hours. The emphasis must include 9 hours of content coursework (EDU 8341, EDU 8342, EDU 8343) beyond the required core and concentration courses and a submitted paper to a peer-reviewed journal on the topic of emphasis.

The purpose of the emphasis is to gain additional knowledge in an area of educational interest. In order to declare an emphasis, the student must complete an emphasis application and plan of study, and submit the paperwork to the Ed.D. office for the Director and Dean’s approval. An emphasis will be granted once coursework is successfully completed and evidence provided of submission of the paper to a peer reviewed journal.

** Optional emphasis approved for Ed.D. program.

Course Descriptions

EDUCATION (EDU)

8341. Emphasis I: Issues and Problems in the Field of Study 3 hours

Prerequisite: full acceptance into the TWU Ed.D. program

The first emphasis course is offered in seminar format, and will develop a thorough understanding through discussion, readings, and extensive writing the prevailing issues and problems in the field of study. One example of a field study is understanding the issues of social justice and equity at the community college level. Offered during one long term per calendar year.

8342. Emphasis II: Current Research, Policy and Law in the Field of Study 3 hours

Prerequisite: full acceptance into the TWU Ed.D. program

The second emphasis course is offered in seminar format, and will develop a thorough understanding of extensive research, policy and law in the field of study. Reading, reporting, and presenting historical and current dissertations, various policies and educational law reports that influence the field of study are expected. One example of a field study is reading and summarizing research studies, policies, laws that demonstrate evidence of social justice and equity at the community college level. Offered during one long term per calendar year.

8343. Emphasis III Synthesis and Publication in the Field of Study 3 hours

Prerequisite: full acceptance into the TWU Ed.D. program

The third emphasis course is offered in seminar format. A synthesis and evaluation of the prevailing issues, problems, historical and current research, policies and laws in the field of study is expected. The student will prepare a scholarly paper for submission to a peer-reviewed journal in the field of study. As an example, a scholarly synthesis and evaluation paper in the field of study Social Justice and Equity at the Community College is required and an appropriate journal for submission is *Education, Citizenship and Social Justice*, a peer-reviewed journal published by Sage. Offered during one long term per calendar year.

** New classes added for Ed.D. emphasis.

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Alma Mater

Hail to thee dear Texas Wesleyan,
from the heart I give my praise.
In the paths of high endeavor,
fame and fortune crown your days.

Streaming forth a line of splendor,
stalwart sons and daughters fair,
Living testimony render,
to the worthy name you bear.

~J.C. Denney