DEPARTMENT OF BUSINESS ADMINISTRATION

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The programs in business administration intend to educate students to be professionals with solid technical knowledge and skills in the field, and a high moral spirit of responsibility in the applications of these knowledge and skills. The curricula of the programs are guided within four principles–excellence, self-cultivation, social responsibility and skills development.

With these educational principles, the Department of Business Administration offers (1) a Bachelor's Degree (B. A.) in Business Administration with four majors in Accounting, Marketing, International Business, and Computer Information Systems; (2) a Master's Degree in Business Administration (MBA) with four concentrations in Computer Information Systems, Finance, International Business, and Nonprofit Organization Management, (3) an Executive MBA (EMBA), and (4) Post-Master's Degree in Business Administration (Post-MBA); (5) Undergraduate-level Certificate Programs in Business Administration; (6) Graduate-level Certificate Programs in Business Administration.

BACHELOR OF ARTS IN BUSINESS ADMINISTRATION

The Department offers the Bachelor of Arts in Business Administration with majors in Accounting, Marketing, Computer Information Systems, or International Business, and also offers minors in Finance and Management. The program is designed to ensure that participants:

- possess an integrated body of knowledge in the business and management of modern organizations;
- develop a set of essential business and management skills including interpersonal, leadership, communications, and teamwork skills;
- possess an effective business and management style that incorporates ethical values, social responsibilities, and personal beliefs;
- have a global view of personal fulfillment and organizational achievement in the context of societal and cultural values;
- are able to perform in-depth research in the field of business and management through an understanding of the basic research tools available in the library, and of the resources accessible on the World Wide Web;
- are able to write with precision and grammatical accuracy, able to locate sources accurately, able to speak with clarity and succinctness, and able to approach problem-solving logically;
- demonstrate a clear understanding and substantial knowledge of the selected field suitable for a professional position in the field.

1. General Education Requirements (48 units)

(Refer to the section on General Education)

2. Lower-division Requirements in Business and Management (15 units):

Goals: Provide foundational theories, concepts, perspectives, principles, methods, and procedures of critical thinking and theoretical application to familiarize students with the breadth of different fields in economics, accounting, management, information technologies and business law, so that students will be ready for more advanced courses in the upper-division level of both Business and Management as well as specialized upper-division coursework in the professional fields of accounting, marketing, information technologies and international business.

Student Learning Outcomes:
Students will be able to do many of the following:
a) Describe the legal requirements for doing business, domestically and internationally
b) Explain how different economic systems can affect business development
c) Express various management schools and their impact on the development of an organization
d) Comprehend basic knowledge and skills in accounting
e) Comprehend basic computer and information literacy
f) Acquire basic knowledge in legal responsibility and evolution toward social responsibility in management

BUS 200 Legal Environment of Business (3)
BUS 201 Principles of Microeconomics (3)
BUS 202 Principles of Macroeconomics (3)
BUS 210 Introduction to Financial Accounting (3)
BUS 240 Computer and Information Technologies (3)

3. Upper-division Requirements in Business and Management (33 units):

Goals: Building on the foundation of knowledge and skills provided in the lower-division courses, the upper-division courses will (i) widen the foundation with additional fields of study in statistics, communication, marketing and finance, and (ii) deepen the knowledge and skills of the previously taught courses of economics, organization, information technologies and entrepreneurship.

Student Learning Outcomes:
Students will be able to do many of the following:
a) Apply economics in business ventures
b) Explore different ways of doing business., including how different cultures affect business practices and management
c) Use statistics to understand economic and business situations and trends
d) Better organize and manage a business and a financial institution technically and responsibly
e) Keep bushiness operations current with the advancement in information technology.

BUS 301 Managerial Economics (3)
BUS 302 Entrepreneurship (3)
BUS 303 Quantitative Analysis--Probability and Statistics (3)
BUS 304 Quantitative Analysis--Management Science (3)
BUS 306 Business Communication (3)
BUS 307 Managerial Accounting (3)
BUS 308 Principles of Management (3)
BUS 320 Organization and Management (3)
BUS 330 Marketing (3)
BUS 340 Management Information Systems (3)
BUS 415 Financial Management (3)

4. Upper Division in the selected major

Goals: Develops specific occupational skills and knowledge in the areas of accounting, marketing, information technologies and management, and international business, with emphasis on (i) in-depth study and application of related theories and methods, and (ii) development of intellectual and professional skills designed to lead to post-baccalaureate employment, graduate study, or professional schools.

Student Learning Outcomes:
Students will be able to do many of the following:
a) Apply appropriate theories to a real situation, identifying their scope and limitations
b) Use analytical thinking skills and the knowledge of theoretical application to problem-solving

c) Design and manage a related system with capacity to overcome foreseen and unforeseen obstacles and consequences
d) Lead people working in the selected field with capacity to provide technical and moral advice
e) Have a solid background for graduate study in the field selected

(1) Accounting (at least 21 units):

a. Required Courses (at least 15 units):
BUS 310 Intermediate Accounting I (3)
BUS 311 Intermediate Accounting II (3)
BUS 312 Auditing (3)
BUS 313 Cost Accounting (3)
BUS 410 Advanced Accounting (3)
BUS 416 Investment Management (3)
BUS 417 Federal Tax Law (3)
BUS 440 Accounting Information Systems (3)

b. Elective Courses (at least 6 units):
Electives from other major or from cross-cultural courses.

(2) Marketing (at least 21 units):

a. Required Courses (at least 15 units):
BUS 331 Consumer Behavior (3)
BUS 345 Internet Marketing (3)
BUS 420 Marketing Management (3)
BUS 433 International Marketing (3)
BUS 434 Marketing Research (3)
BUS 435 Case Studies in Marketing (3)
BUS 436 Advertising (3)
BUS 439 Marketing in New Business (3)

b. Elective Courses (at least 6 units):
Electives from other major or from cross-cultural courses.

(3) Computer Information Systems
a. Required courses (at least 15 units):
BUS 241 Web Design and Development for Small Business (3)
BUS 341 Business Programming I (3)
BUS 342 Business Programming II (3)
BUS 443 Data Structure and Database Management (3)
BUS 444 Systems Analysis, Design, and Implementation (3)
BUS 445 Data Communications and Networking (3)
BUS 446 Computer Security, Control and Ethics (3)
BUS 447 Electronic-Commerce (3)
BUS 448 Decision Support Systems (3)

b. Elective Courses (at least 6 credits)
Electives from other major or from cross-cultural courses.

(4) International Business
a. Required courses (at least 15 units):
BUS 351 International Business (3)
BUS 429 International Management (3)
BUS 433 International Marketing (3)
BUS 452 Exporting and Importing (3)
BUS 453 International Finance (3)
BUS 454 International Business Law (3)
BUS 455 Seminar on Doing Business in the U.S. (3)
BUS 456 Seminar on Doing Business in Asia (3)

b. Elective Courses (at least 6 credits)
Electives from other major or from cross-cultural courses.

Capstone
BUS 480 CAPSTONE: Strategic Management (3)
Students who lack updated and practical business knowledge/experience will be asked to take an additional class– BUS 497 Business Practicum (1-3). Students will register this class when they are practicing one or many of the following business areas of marketing, management, accounting, international business, finance, and computer information systems. Students may repeat this class for up to 3 semesters.

(5) Minor in Finance or Management.
A student with a major in Business Administration at UWest may have a minor in Finance or Management by completing additional 15 units of courses in the selected subject.

a. Minor in Finance(at least 15 units):
BUS 416 Investment Management (3)
BUS 426 Risk Management and Insurance (3)
BUS 453 International Finance (3)
BUS 442 Technical and Fundamental Analysis of Financial Securities (3)
BUS 463 Financial Security Trading and Analysis (3)
BUS 464 Financial Institutions and Markets (3)
BUS 465 Financial Derivatives (3)

b. Minor in Management (at least 15 units):
BUS 331 Consumer Behavior (3)
BUS 416 Investment Management (3)
BUS 420 Marketing Management (3)
BUS 425 Chinese Management Philosophy(3)
BUS 426 Risk Management and Insurance (3)
BUS 427 Human Resources Management (3)
BUS 429 International Management (3)

UNDERGRADUATE CERTIFICATE PROGRAM IN BUSINESS ADMINISTRATION
In order to receive a Certificate in Business Administration, students must complete at least 18 units of courses from a selected concentration/field. Eleven concentrations/fields are offered in the certificate program: General Management, Nonprofit Organization Management, Executive Management, Human Resources Management, International Business, Accounting, Finance, Marketing, Computer Information Systems, Small Business/Entrepreneurship, and Quantitative Analysis/Analytical Methods. Additional concentrations may be offered if necessary to facilitate special interests.

GRADUATE COURSES: MASTER OF BUSINESS ADMINISTRATION (MBA)
The MBA program is designed to have a completion time of two years for full-time students, although students who study during summer sessions may graduate earlier if all graduation criteria are met. Students are required to complete 15 units of prerequisites, 21 units of core courses, at least 9 units of the selected concentration courses, 3 units of capstone courses, and 6 units of electives to graduate. The requirement of the 15 units of prerequisites may be waived if a student has taken relevant courses in previous studies at degree level. All students must maintain a cumulative grade point average of 3.0 or higher. No comprehensive examination, thesis or foreign language is required. Concentrations are offered in Computer Information Systems, International Business, Finance, and Nonprofit Organization Management. Each student must complete an internship or field study in his/her concentration. With the special approval from the Chair of the Department, MBA students may take up to 6 units of BA courses in Business Administration. These courses must be ones in the BA Upper Division or in the Major. Lower division courses from BA program will not be counted toward the MBA requirements, except for some MBA prerequisites. A maximum of 6 (six) graduate-level units in Business Administration at another college or university may be applied to the MBA at the University of the West.

The curriculum emphasizes

- Differences in cultures as reflecting ways of management or solving problems,
- Practical or hands-on experience as incorporated closely to theoretical knowledge in courses syllabi,
- Business ethnic including cause-effect analysis and responsibility toward self and society.

Graduate Courses: Executive Master of Business Administration (EMBA)

The EMBA program intends to educate middle- and upper-level managers from a cross-functional and cross-cultural perspective and develop them into well-rounded managers with strategic thinking skills. The program is designed to have a completion time of three semesters of full-time study. Students need at least 42 semester units to graduate, including 30 units in core courses, 3 units in the capstone course, 6 units in required courses and 3 units in electives.

The MBA and EMBA programs were created not only to provide more in-depth technical studies in specialized fields, but also to address the issues of management in different cultural contexts and ethical aspect in decision-making to prepare men and women for leadership positions in for-profit and nonprofit organizations. The two-year MBA program and one-year EMBA program pay particular attention to cultural diversity within an organization and to cultural differences in different countries and teach students how to effectively and responsibly manage such differences. In order to carry out this mission, the MBA and EMBA programs educate students in a friendly and caring learning community and in small, interactive classes, where they learn, acquire knowledge, skills and responsibility spirit, and form attitudes and values appropriate for leading and serving in a global society. The programs build on the University's strengths in cross-cultural studies and community service based on Buddhist values of excellence, self cultivation and responsibility.

The MBA and EMBA programs are aimed at providing a student with the following knowledge and abilities to conduct successfully a business/an organization, as an owner, a manager, a specialist, or a consultant:

1. Mastery of technical skills in the selected areas of expertise.
2. Broadly required managerial skills: interpersonal and conceptual skills.
3. A deep understanding of how to do business in the U.S.
4. An integrated body of knowledge of business operations and management.
5. Competence in organizing, planning, leading and controlling a meeting, a group or an organization.
6. Ability to diagnose organizational problems, and prescribe ways to solve them.
7. Capacity to link concepts and situations globally, and set up a vision and a sound strategy for an organization.
8. Competence to design an effective management style that incorporates not only factors of an adequate leadership style, but also concerns of morality, ethical values, and social responsibilities.
9. Ability to manage business and deal with people under different cultural settings.
10. Capability to deal with critical situations such as difficult times and trouble spots.

The Post-MBA certificate programs promote lifelong learning and help participants further their education and advance their careers. The programs enable those who have already earned a master's degree in business administration, or a similar advanced degree, to earn a certificate in one of UWest's eleven professional tracks by completing a set of six targeted courses, providing in-depth knowledge, practical skills, and first-hand experience.

The graduate-level certificate programs in Business Administration help participants further their education and advance their careers. The programs enable those who have already earned a Bachelor's degree in business administration or other majors, to earn a certificate in one of UWest's professional tracks by completing a set of six targeted courses, providing in-depth knowledge, practical skills, and first-hand experience.

MBA Concentrations and Course Requirements

Four concentrations are offered in the MBA program: Computer Information Systems, International Business, Finance, and Nonprofit Organization Management. The carefully crafted concentrations educate students from a cross-functional and cross-cultural perspective and from an ethical emphasis.

Students are required to complete 15 units of prerequisites, 21 units in core courses, 9 units in required courses, 6 units in elective courses and 3 units in the capstone. The requirement of the 15 units of prerequisites may be waived if a student has taken relevant courses in previous studies at degree level.

Prerequisites (15 units)

Goals: create a foundation of business study for students whose undergraduate program was not in the field of business. The foundation courses include areas of business law, economic principles, management decision-making methodologies, managerial communication and financial accounting, which are necessary to follow either of the four concentrations in computer information systems, finance, international business, and non-profit management.

Student Learning Outcomes:
Students will be able to do many of the following:
a) Acquire basic knowledge and skills of business management
b) Be well prepared for advanced courses in the related field
c) Be familiar with theories, concepts, methodologies and critical issues of the basic areas related to business
d) Be competent to participate in class discussion in advanced classes with students whose undergraduate program was in the business field
e) Be familiar with the role culture and ethics play in business operations and management

BUS 200 Legal Environment of Business (3)
BUS 201Microeconomics (3) or BUS 202 Macroeconomics (3) or MBA 503 Principles of Economics (3)
BUS 210 Financial Accounting (3)
BUS 303Quantative Analysis -Probability and Statistics (3)
BUS 306 Business Communications (3)

Core Courses (21 units)

Goals: develop and apply analytical and problem-solving skills in areas which are closely related to business, i.e. economics, organization and management, finance, accounting and information technologies, and create opportunities to deal with business realities and ethical issues.

Student Learning Outcomes:
Students will be able to do many of the following:
a) Explain business problems and prescribe adequate solutions
b) Describe current issues in business and management
c) Establish ways to mitigate negative effects of problems in business
d) Acquire solid background for specialized advanced study in the area selected
e) Possess knowledge and skills in incorporating ethical issues and social responsibility concerns in decision-making or operational activities

MBA 507 Managerial Economics (3)
MBA 513 Managerial Accounting (3)
MBA 515 Corporate Finance (3)
MBA 520 Organization and Management (3) OR MBA 504 Principles of Management (3)
OR
MBA 504 Principles of Management (3)
MBA 530 Marketing (3)
MBA 540 Management Information Systems (3)
MBA 588 Business Philosophy and Ethics (1.5)
MBA 590 Internship (1.5) OR
MBA 593 Field Studies (1.5)

Required and Elective Courses

Goals: While required courses highly specialize students in their field of choice with emphasis on knowledge and skills in policy and strategy setting and problem solving, elective courses broaden students' knowledge and skills in closely related areas.

Student Learning Outcomes:
Students will be able to do many of the following:
a) Design a system in their selected field
b) Establish strategies or policies in their selected field

c) Be competent in solving and preventing related problems
d) Take leading positions related to area selected.

(1) Computer Information Systems
Required Courses (at least 9 units)

MBA 571 Systems Design, Analysis, and Implementation (3)
MBA 572 Data Structure and Database Management (3)
MBA 573 Decision Support Systems (3)
MBA 575 Data Communications and Networking (3)
MBA 578 Computer Security, Controls and Ethics (3)
MBA 581 Electronic Business (3)

Elective Courses (6 units) either from the following courses in Information Technologies, from other MBA concentrations, or from Religious Studies

MBA 502 Business Programming (3)
MBA/REL 582 Humanistic Buddhism and Management (3)

(2) Finance
Required Courses (at least 9 units)

MBA 516 International Finance (3)
MBA 517 Investment and Portfolio Management (3)
MBA 518 Cost Analysis and Budgeting (3)
MBA 547 Technical and Fundamental Analysis of Financial Securities (3)
MBA 548 Financial Security Trade and Analysis (3)
MBA 583 Financial Institutions and Markets (3)
MBA 584 Financial Derivatives (3)

Elective Courses (6 units) either from the following courses in Finance, from other MBA concentrations, or from Religious Studies

MBA 509 Business Forecasts (3)
MBA 514 Advanced Managerial Accounting (3)
MBA 519 Management Science (3)
MBA 526 Risk Management and Insurance (3)
MBA/REL 582 Humanistic Buddhism and Management (3)

(3) International Business
Required Courses (at least 9 units)

MBA 516 International Finance (3)
MBA 529 Seminar on Leadership (3)
MBA 533 International Marketing (3)
MBA 550 International Business (3)
MBA 551 Importing and Exporting (3)
MBA 552 International Business Law (3)
MBA 556 Global Economy (3)
MBA 559 Seminar on Doing Business in the U. S. (3)
MBA 589 Seminar on Entrepreneurship (3)

Elective Courses (6 units) either from the following courses in International Business, from other MBA concentrations, or from Religious Studies

MBA 558 Seminar on Doing Business in Asia (3)
MBA/REL 582 Humanistic Buddhism and Management (3)

(4) Nonprofit Organization Management
Required Courses (at least 9 units)

MBA 511 Nonprofit Accounting (3)
MBA 529 Seminar on Leadership (3)
MBA 531 Services Marketing (3)
MBA 560 Managing Nonprofit Organizations (3)
MBA 563 Management of Memberships and Volunteers (3)
MBA/REL 582 Humanistic Buddhism and Management (3)

Elective Courses (6 units) either from the following courses in Nonprofit Management, from other MBA concentrations, or from Religious Studies

MBA 525 Chinese Management Philosophy (3)
MBA 528 Seminar on Organizational Change (3)
MBA 542 Project Management (3)
MBA 561 Comparative Studies of Nonprofit Organizations (3)
MBA 562 Corporate Philanthropy (3)

Students who lack updated or practical business/management knowledge/experience will be asked to take an additional class– MBA 597 Management Practicum (1-3). Students will register this class when they are practicing one or many of the following business areas of marketing, management, nonprofit organizations, accounting, international business, finance, and computer information systems. Students may repeat this class for up to 2 semesters.

EMBA Course Requirements
Core Courses (30 units): (MBA 501, 505 and 506 may be waived if the student has taken these courses in his or her previous studies)

Goals: develop and apply analytical and problem-solving skills in areas which are closely related to business, i.e. economics, organization and management, finance, accounting and information technologies, create opportunities to deal with business realities, cultures and ethical issues, and develop effective strategies for business success.

Student Learning Outcomes:
After finishing 30 units of core courses, students will be able to:
a) Describe business problems, including ones associated with cultures, and prescribe adequate solutions
b) Explain current issues in business and management
c) Establish ways to mitigate negative effects of problems in business
d) Acquire solid background for specialized advanced study in the area selected
e) Establish strategies or policies in their selected field
f) Be competent in solving and preventing related problems
g) Be able to solve a problem or take an action in an ethical and responsible manner

MBA 501 Legal Environment of Business (3)
MBA 505 Analytic Methods for Managerial Decisions (3)
MBA 506 Managerial Communication (3)
MBA 507 Managerial Economics (3)
MBA 513 Managerial Accounting (3)
MBA 515 Corporate Finance (3)
MBA 520 Organization and Management (3) or
MBA 504 Principles of Management (3)
MBA 530 Marketing (3)
MBA 540 Management Information Systems (3)
MBA 588 Business Philosophy and Ethics (1.5)
MBA 593 Field Studies (1.5)

Plus 6 units of courses from required courses in a selected MBA concentration.

Elective Course (3 units) either from electives in a selected MBA concentration or from Religious Studies.

Capstone (for both MBA and EMBA students)
MBA 580 CAPSTONE: Strategic Management (3)

Graduation Requirements
To graduate from the University of the West with a Master of Business Administration (MBA), the student must meet the following standards:

Completion of a minimum of 39 semester units including the required core and concentration courses with a cumulative grade point average of 3.0 or higher. Students who have not taken the relevant foundation courses are required to complete an additional 15 units of prerequisites.

To graduate from the University of the West with an Executive Master of Business Administration (EMBA), the student must meet the following standards:

Completion of a minimum of 42 semester units including the required core and elective courses with a cumulative grade point average of 3.0 or higher.

Post-Master of Business Administration (Post-MBA) Certificate Programs
Post-MBA certificate programs, offered jointly by the Department of Business Administration and Department of Continuing Education, are designed to help participants further their education and advance their careers. The programs enable those who have already earned a master's degree in business administration or a similar advanced degree, to earn a certificate in one of UWest's eleven professional tracks by completing a set of six targeted courses (18 units). Through the programs, participants acquire in-depth knowledge, practical skills, and first-hand experience in the selected area of studies.

Eleven Post-MBA certificate programs are offered in the areas of General Management, Nonprofit Organization Management, Executive Management, Human Resources Management, International Business, Accounting, Finance, Marketing, Computer Information Systems, Small Business/Entrepreneurship, and Quantitative Analysis Methods. Students need to complete at least 18 units of courses to receive the Post-MBA Certificate. Courses already taken for the MBA or EMBA are not applicable to Post-MBA certificates.

Graduate-level Certificate Programs in Business Administration
Graduate-level certificate programs are designed to help participants further their education and advance their careers. The programs enable those who have already earned a Bachelor's degree in business administration or other major, to earn a certificate in one of UWest's professional tracks by completing a set of six targeted courses (18 units) at UWest. Through the programs, participants acquire in-depth knowledge, practical skills, and first-hand experience in the selected area of studies.

(a) Graduate-level certificate program in Accounting
This special program is designed for students to prepare a career in accounting or related field. Particularly, it is designed to help students fulfill the requirements to take CPA exams. Students need to complete at least 18 units of courses at UWest to receive the Graduate-level Certificate. 6 units of the undergraduate accounting major courses can be counted toward the Certificate requirement, but 6 units of prerequisites will not be counted toward the certificate requirements.

Prerequisites (6 units):
BUS 210 Introduction to Financial Accounting (3) and
BUS 211 Introduction to Managerial Accounting

Undergraduate Accounting Major courses (at most 6 units can be counted toward the Certificate requirements):
BUS 310 Intermediate Accounting I (3)
BUS 311 Intermediate Accounting II (3)
BUS 312 Auditing (3)
BUS 440 Accounting Information Systems (3)

Graduate-level courses in Accounting (at least 12 units):
MBA 511 Non-profit Accounting (3)
MBA 514 Advanced Managerial Accounting (3)
MBA 518 Cost Analysis and Budgeting (3)
MBA 564 Advanced Auditing (3)
MBA 565 Advanced Accounting Theory (3)
MBA 566 Financial Reporting and Disclosure (3)
MBA 567 Special Topic on Federal Taxation (3)
MBA 568 Special Topic on International Accounting (3)
MBA 569 Controllership (3)

b) Graduate-level Certificate Program in other concentrations.
Based on the students' needs, the Department can also offer a graduate-level Certificate program in other concentrations such as ones in Management and Marketing. The course requirements and structure of the courses will be similar to the previous Certificate program in Accounting.

COURSE DESCRIPTIONS: DEPARTMENT OF BUSINESS ADMINISTRATION

BUS 200 Legal Environment of Business (3)
Prerequisite: None.
Briefly introduces laws and regulations affecting the business environment. Focuses on business laws, including laws regarding contracts, product liability, business organization, employment, antitrust, environmental protection. Incorporates ethical considerations and international perspectives.

BUS 201 Principles of Microeconomics (3)
Prerequisite: None.
Principles of individual consumer and producer decision-making in various market structures; the price system; market performance and government policy.

BUS 202 Principles of Macroeconomics (3)
Prerequisite: None.
Principles of macroeconomic analysis and policy; unemployment and inflation; financial institutions; international trade; economic growth; comparative economic systems.

BUS 203/Math 201 Mathematics for Business (3)
Prerequisite: None.
A brief introduction to algebra, followed by college-level calculus.

BUS 207 Principles of Management (3)
Prerequisite: None.
Introduces management principles and the manager's basic responsibilities including planning, organizing, staffing, coordinating, reporting and budgeting.

BUS 210 Introduction to Financial Accounting (3)
Prerequisite: None.
Accounting concepts and techniques essential to the administration of a business enterprise: analyzing and recording financial transactions; accounting valuation and allocation practices; preparation, analysis and interpretation of financial statements; international accounting issues.

BUS 211 Introduction to Managerial Accounting (3)
Prerequisite: BUS 210 or approval of the instructor
Introduction to managerial accounting: product cost, budgetary control and responsibility of accounting; analysis and techniques for aiding management planning and control decisions; basic income tax concepts for planning business transactions.

BUS 240 Computer and Information Technologies (3)
Prerequisite: None.
Computer hardware and software commonly used in business and applications of software and packages. Laboratory component provides hands-on experience.

BUS 241 Web Design and Development for Small Business (3)
Prerequisite: BUS 240 or approval of the instructor
Web page development and web site planning. Topics include web site planning, web page design and HTML. Students will demonstrate proficiency in web design tools, skills and practices. Projects focus on web presence requirements for small and mid-sized companies.

BUS 301 Managerial Economics (3)
Prerequisites: BUS 201 and BUS 303 are recommended.
Applications of microeconomic theory to managerial decisions and planning. Analysis of the resource and product markets of firms. Production functions, cost, output decisions and pricing strategies under various market constraints.

BUS 302 Entrepreneurship (3)
Prerequisite: None.
Considers the forces that motivate, guide and constraint Entrepreneurship activity. Explores the range of issues and challenges faced by start-up organizations and their leaders.

BUS 303 Quantitative Analysis- Probability and Statistics (3)
Prerequisite: None.
Theory and applications of probability models including univariate and multivariate distributions; expectations and transformations of random variables. Theory and applications of sampling, statistical estimation and hypothesis testing. Linear regression models and analysis.

BUS 304 Quantitative Analysis--Management Science (3)
Prerequisite: BUS 303 or approval of the instructor
Topics in management science (operations research), including linear programming, simulation, and nonlinear optimization.

BUS 305 Qualitative Research Methodologies (3)
Prerequisite: Upon approval.
Introduces basic methods of qualitative research with an emphasis on how to apply them in different fields of study, such as economics, history, education, business, management, and religion.

BUS 306 Business Communications (3)
Prerequisite: None.
Focuses on communication skills in the business setting. Students will learn about message strategy, effective business writing, presentation skills, verbal and non-verbal components of communication, and small group communication. Appropriate computer skills will be incorporated into the course.

BUS 307 Managerial Accounting (3)
Prerequisite: BUS 210 or approval of the instructor
Introduction to managerial accounting: product cost, budgetary control and responsibility of accounting; analysis and techniques for aiding management planning and control decisions; basic income tax concepts for planning business transactions.

BUS 308 Principles of Management (3)
Prerequisite: None.
Introduces management principles and the manager's basic responsibilities including planning, organizing, staffing, coordinating, reporting and budgeting.

BUS 310 Intermediate Accounting I (3)
Prerequisite: BUS 307 or approval of the instructor.
Accounting principles as they relate to financial reporting. Income determination, asset valuation, and the form and contents of financial statements, long-term liabilities.

BUS 311 Intermediate Accounting II (3)
Prerequisite: BUS 310.
Intangibles and stockholders' equity, earnings per share, and long-term investment along with complex revenue recognition problems, pensions, leases, inter-period tax allocation and accounting for inflation.

BUS 312 Auditing (3)
Prerequisite: BUS 310 or approval of the instructor.
A study and critical appraisal of current auditing standards related to the examination of financial statements by an independent auditor. The significance of the audit report, the nature, accumulation and evaluation of evidence in an audit, and the moral and ethical problems of the auditor are some of the topics covered.

BUS 313 Cost Accounting (3)
Prerequisite: BUS 307 or approval of the instructor.
Analysis of cost data and other accounting information necessary for internal decision- making and evaluation of financial performance.

BUS 320 Organization and Management (3)
Prerequisite: BUS 307 or approval of the instructor.
A survey of managerial and organization process, including decision making, motivation, leadership, quality, work teams, and organization design. Emphasizes both theory and practice. Includes ethical, environmental, and international considerations.

BUS 330 Marketing (3)
Prerequisite: None.
An introduction to the understanding of basic marketing concepts. The nature of marketing activities in contemporary society and the firm. A study of marketing mix variables and decision processes involved when dealing with public agencies and corporations. Marketing concepts are integrated from the disciplines of behavioral science and economics, and from modern systems theory.

BUS 331 Consumer Behavior (3)
Prerequisite: BUS 330 or approval of the instructor.
Study of the decision processes of individuals and groups toward consumer products and their implications to marketers. Emphasis on individual, group, and external determinations of consumer attitudes and behavior.

BUS 340 Management Information Systems (3)
Prerequisite: BUS 240 or approval of the instructor.
Introduction to management information systems. Topics covered include foundation concepts of information systems in business; information technologies such as computer hardware, software, database and telecommunications and networks; business application of information technologies such as Internet, Intranet, Extranet, and electronic business and commerce, decision support; and a brief introduction of information system development life cycle.

BUS 341 Business Programming I (3)
Prerequisite: BUS 240 or approval of the instructor.
Introduction to basic programming including language syntax, event-driven and object-oriented design process, data types, variables, control logic, subroutines and functions.

BUS 342 Business Programming II (3)
Prerequisite: BUS 341 or approval of the instructor.
Develops programming skills to the intermediate level. Students will learn the concepts of encapsulation, inheritance and polymorphism.

BUS 345 Internet Marketing (3)
Prerequisite: BUS 330 or approval of the instructor.
Focuses on how to apply marketing concepts, theory and methods in internet marketing settings. Discusses uniqueness and effective ways of internet marketing.

BUS 351 International Business (3)
Prerequisite: None.
Studies the basic features of international business compared to domestic business; the current trend toward globalization in business; and basic requirements for a successful international business. Also explores different management approaches already applied in the global setting, especially in coping with cultural differences.

BUS 405 Business Forecasts (3)
Prerequisite: BUS 303 or approval of the instructor.
Introduces basic forecast models with an emphasis on the use of the computer to run such models and solve actual problems.

BUS 410 Advanced Accounting (3)
Prerequisite: BUS 310.
Business combinations, inter-company transactions, and other aspects of inter-corporate stock ownership necessary for the preparation of consolidated financial statements. Foreign transaction and partnership accounting are also covered.

BUS 412 Advanced Auditing (3)
Prerequisite: BUS 312.
Current problems in auditing with an emphasis on the application of statistical sampling to auditing and audit of computer-based accounting records.

BUS 413 Cost Analysis and Budgeting (3)
Prerequisite: BUS 313 or approval of the instructor.
Basic cost analysis for decision making in pricing, product mix, capacity building and budgeting for operations and capital expenditures. Study of basic budgeting techniques.

BUS 414 International Accounting (3)
Prerequisite: BUS 307.
Accounting concepts, standards, and procedures for the international business environment. Accounting information systems under different legal, cultural, social, political, and economic conditions. International and national accounting reporting practices will be emphasized.

BUS 415 Financial Management (3)
Prerequisite: BUS 210 and BUS 307 or approval of the instructor.
An integrated approach to financial management, including intermediate-level studies of financial theory and its application to financial decision-making.

BUS 416 Investment Management (3)
Prerequisite: BUS 415 or approval of the instructor.
Problems of investment and portfolio management; concepts of risk evaluation and investment criteria; analysis of interest rate movements; investment valuation and timing; regulation and administrative problems of the industry.

BUS 417 Federal Tax Law (3)
Prerequisite: BUS 307 or approval of the instructor.
A survey of federal tax law including those relating to corporations and individuals. Estate, gift taxes, and taxation of the trusts will be covered. An introduction to federal tax research will be provided.

BUS 418 Nonprofit Accounting (3)
Prerequisite: BUS 307.
Concepts, principles, and problems of fund accounting for government, non-profit organizations, and community organizations. Emphasis is on the role of accounting in decision-making in government and non-profit organizations.

BUS 420 Marketing Management (3)
Prerequisite: BUS 330 or approval of the instructor.
Study of marketing strategies, programs, and plans on which sound marketing practices are based; special emphasis on analyzing marketing situations.

BUS 425 Chinese Management Philosophy (3)
Prerequisite: None.
Introduces major Chinese philosophies and their effects on management. Explores the unique tradition and practices of Chinese management in areas of decision making, leadership and personnel management.

BUS 426 Risk Management and Insurance (3)
Prerequisite: BUS 320 or approval of the instructor.
Insurance as an economic and business institution; survey of fire, casualty, and life insurance for potential consumers or professionals.

BUS 427 Human Resources Management (3)
Prerequisite: BUS 320 or approval of the instructor.
Contemporary concepts and procedures in compensation and staffing. Current topics and controversial issues in human resource management are covered.

BUS 429 International Management (3)
Prerequisite: BUS 320 or approval of the instructor
Discusses similarities and differences of different countries in terms of cultures and sub-cultures, legal, political, and social systems, as well as economic order. The effect of environmental factors on multinational business operations is explored. Special attention is given to the opportunities and problems which different environments afford management of international business.

BUS 431 Service Marketing (3)
Prerequisite: BUS 330 or approval of the instructor.
Study of the unique characteristics of services and their implications for the development of effective marketing strategies and programs and plans for service businesses, including professional services, not-for-profit services, and international services.

BUS 433 International Marketing (3)
Prerequisite: BUS 330 or approval of the instructor.
A study of all aspects of the marketing unique to international business. Examines the impact of cultures, ethics, history, politics, and social customs on marketing thinking and practices worldwide.

BUS 427 Human Resources Management (3)
Prerequisite: BUS 320 or approval of the instructor.
Contemporary concepts and procedures in compensation and staffing. Current topics and controversial issues in human resource management are covered.

BUS 429 International Management (3)
Prerequisite: BUS 320 or approval of the instructor
Discusses similarities and differences of different countries in terms of cultures and sub-cultures, legal, political, and social systems, as well as economic order. The effect of environmental factors on multinational business operations is explored. Special attention is given to the opportunities and problems which different environments afford management of international business.

BUS 431 Service Marketing (3)
Prerequisite: BUS 330 or approval of the instructor.
Study of the unique characteristics of services and their implications for the development of effective marketing strategies and programs and plans for service businesses, including professional services, not-for-profit services, and international services.

BUS 433 International Marketing (3)
Prerequisite: BUS 330 or approval of the instructor.
A study of all aspects of the marketing unique to international business. Examines the impact of cultures, ethics, history, politics, and social customs on marketing thinking and practices worldwide.

BUS 434 Marketing Research (3)
Prerequisite: BUS 330 and BUS 303 are strongly recommended.
Addresses the managerial issues and problems of systematically gathering and analyzing information for making private and public marketing decisions. Covers the cost and value of information, research design, information collection, measuring instruments, data analysis, and marketing research applications.

BUS 435 Case Studies in Marketing (3)
Prerequisite: BUS 330 or approval of the instructor.
A case approach involving the decision-making process to demand analysis and developing product, distribution, promotion, and pricing strategies.

BUS 436 Advertising (3)
Prerequisite: BUS 330 or approval of the instructor.
Studies principles and practices of advertising and their social and economic implications. Examines significance of advertising strategies, media planning and creative executions, and their relationship with elements of the marketing mix.

BUS 439 Marketing in New Business (3)
Prerequisite: BUS 330 or approval of the instructor.
How one markets small business products and services is different from how a big business goes about it. Since money is scarce, one must use a number of low-cost sales and marketing techniques to reach customers. This course presents a number of practical, down to earth techniques for marketing and selling to generate new business.

BUS 440 Accounting Information Systems (3)
Prerequisite: BUS 240 and BUS 307.
The design and operation of electronic data processing systems in accounting and the use of the auditor.

BUS 442 Technical and Fundamental Analysis of Financial Securities (3)
Prerequisite: BUS 415 or approval of the instructor.
Some technical analysis of securities using graphs and equations; fundamental analysis of securities based on corporation accounting data and business prospects.

BUS 443 Data Structure and Database Management (3)
Prerequisite: BUS 240 or approval of the instructor.
Introduction to the in-depth view of the features and concepts of relational database structures. Stresses data modeling concepts using entity relationship and semantic object techniques, normalization, relational database implementation and concurrent database processing.

BUS 444 Systems Analysis, Design and Implementation (3)
Prerequisite: BUS 340 or approval of the instructor.
Provides fundamental concepts and skills for analyzing and designing information systems. Introduces and studies various methodologies, documentation techniques, and communication processes. Utilizes systems analysis and design tools and project management techniques in project completion.

BUS 445 Data Communications and Networking (3)
Prerequisite: BUS 240 or approval of the instructor.
Introduction to the technology and management of telecommunications and networks, the Internet, Intranet, Extranet, and World Wide Web. Detailed analysis of the features and functionality of TCP/IP, LAN and WAN. Studies of network integration with rapidly evolving e-Commerce and e-Business.

BUS 446 Computer Security, Controls and Ethics (3)
Prerequisite: BUS 240 or approval of the instructor.
A survey of techniques to secure and protect computer hardware, software, data and facility. Studies controls for errors, disaster recovery and intentional attacks focusing on their effectiveness and cost. Assesses and mitigates the security risk implications from the legal, social, and ethical environment perspective.

BUS 447 E-Commerce (3)
Prerequisite: BUS 240 or approval of the instructor.
Introduction to building Web commerce sites, from planning through deployment. Study of front-end e-Commerce sites and e-Business infrastructure and fulfillment management. Explains how to identify the most familiar and the best Web commerce opportunities and how to capitalize on them.

BUS 448 Decision Support Systems (3)
Prerequisite: BUS 340 or approval of the instructor.
Provides fundamental knowledge of how to apply information technologies to support managerial decision-making and to improve the quality of decision making. Topics include decision support systems (DSS), group decision support systems (GDSS), executive information and support systems (EIS/ESS), expert systems (ES) and data warehouse and data mining will be covered.

BUS 452 Exporting and Importing (3)
Prerequisite: BUS 351 or approval of the instructor.
Studies basic rules, principles and current practices in exporting and importing. Also examines practical harmonization of custom services and regulations of different countries, import/export procedures, intermediary services and roles of related international organizations.

BUS 453 International Finance (3)
Prerequisite: BUS 415 or approval of the instructor.
Provides a framework for evaluating the opportunities, costs, and risks of international operations. Focuses on financial, tax, economic, political, and legal issues that an international financial manager faces. Also covers foreign exchange rates, risk assessment, balance of payment, and financial alternatives and tradeoffs.

BUS 454 International Business Law (3)
Prerequisite: BUS 200 or approval of the instructor.
Examines business laws governing international operations. Focuses on international arbitration of investment disputes, the impact of nationalism on traditional ownership strategies, and how to establish a corporation in civil law countries. Case studies will be used.

BUS 455 Seminar on Doing Business in the U. S. (3)
Prerequisite: None.
Discusses how to prepare for and start a new business in the US. Examines business practices and customs of corporate America. Focuses on case studies of business failure and success.

BUS 456 Seminar on Doing Business in Asia (3)
Prerequisite: None.
Examines opportunities and barriers in doing business in Asia. Discusses successful and failed cases in doing business in Asia from language, cultural, social, economic, and political perspectives.

BUS 463 Financial Security Trading and Analysis (3)
Prerequisites: BUS 415 or approval of the instructor
Applies modern computer and data facilities to conduct fundamental and technical analysis, security portfolio tracking, performance measurement, and trading simulation and strategies. Focuses on the application of modern portfolio theory and asset allocation models in selecting and evaluating stocks and bonds and practices investment of real money in the financial markets. Students in this class will manage UWest's special endowment.

BUS 464 Financial Institutions and Markets (3)
Prerequisites: BUS 415 or approval of the instructor
Introduction to financial institutions, including commercial and investment banks and insurance companies; discusses financial markets and its functions and regulations, including stock and bond markets, currency trading, and financial derivative markets.

BUS 465 Financial Derivatives (3)
Prerequisites: BUS 415 or approval of the instructor
Introduction to financial derivatives and its markets. Focuses on forwards, futures and options, and its pricing.

BUS 480 Strategic Management (3)
Prerequisite: BUS 320 and BUS 330 (Usually students must be in their last year of the program). A capstone course.
Develops an approach to the analysis of strategic decisions facing an organization. The central integrating idea is the concept of strategically balancing the objectives, characteristics, and resources of the organization with the opportunities.

BUS 496 Special Topics (3)
Prerequisite: Completion of all required courses or upon approval.
Explores areas of interest not covered by other courses.

BUS 497 Business Practicum (1-3)
Prerequisite: Senior students only with the relevant professor's recommendation and Department Chair's approval. Graded Pass/No Pass.

This is a special course for students who lack real business knowledge/experience. Students will register this class when they are working to gain the required knowledge/experience in the relevant subjects such as marketing, management, accounting, international business, finance, and computer information systems. Students may repeat this class for up to 3 semesters.

BUS 499 Independent Studies (3)
Prerequisite: Completion of all required courses, or upon approval.
Student chooses an approved area of interest and works closely with a faculty member to gain and improve the understanding of the study subject.

MBA courses

MBA 501 Legal Environment of Business (3)
Prerequisite: None.
Examines laws and regulations affecting the business environment and managerial decisions, including the legal system and methods of dispute resolution. Topics include torts, crimes, contracts, product liability, business organization, employment, antitrust, environmental protection. Incorporates ethical considerations and international prospective.

MBA 502 Business Programming (3)
Prerequisite: None.
Through the class, students will learn not only how to develop the latest and relevant business programming skills, but also how to apply those skills to improving the efficiency of their organizations.

MBA 503 Principles of Economics (3)
Prerequisite: None.
Briefly reviews demand, supply and equilibrium. Focuses on macroeconomic analysis and policy; unemployment and inflation; financial institutions; international trade; economic growth; comparative economic systems.

MBA 504 Principles of Management (3)
Prerequisite: None.
Reviews different theories of management; focuses on managerial functions, including planning, organizing, controlling, and leading. Emphasizes how to apply management theory/methods to solve problems of organizations.

MBA 505 Analytic Methods for Managerial Decisions (3)
Prerequisite: None.
Studies research methodologies and statistical tools for better decision-making. Topics include qualitative and quantitative methods, elementary statistics, correlation and regression analyses, interpretation of multivariate datasets, forecasting models, experimental design, and survey and sampling. Emphasizes computer-based programs and applications.

MBA 506 Managerial Communications (3)
Prerequisite: None.
Studies effective communications both as an essential professional skill and as an important function of management. Discusses the elements of oral and written communications, engages students in the thinking and writing process, and teaches essentials in interpersonal and organizational communications.

MBA 507 Managerial Economics (3)
Prerequisite: MBA 505 recommended.
Develops micro-economic concepts and employs them to examine decision making under uncertainty. Topics include consumers' and firms' optimal choices, quantitative analysis and estimation of demand, production and cost functions, and market structures and firms' pricing strategies.

MBA 508 Qualitative Research Methodologies (3)
Prerequisite: None.
Advanced study of research methodologies used in the social (economics, history, and politics) and behavioral sciences (cultural anthropology, psychology, and sociology) and the application of those methodologies to education, business, management, religion, and other fields of study.

MBA 509 Business Forecasts (3)
Prerequisite: MBA 505 or approval of the instructor.
Principles and applications of forecasting in an accessible way; methods and processes in business forecasting, including time series, univariate, multivariate and qualitative methods.

MBA 511 Nonprofit Accounting (3)
Prerequisite: MBA 512 or MBA 513.
Examines core principles and practices of nonprofit accounting. Summarizes the accounting requirements and practices of specific types of nonprofit organizations, including educational institutions, hospitals, health and welfare organizations, religious groups, and public institutions. Discusses recent changes in nonprofit accounting and reporting rules.

MBA 512 Financial Accounting (3)
Prerequisite: None.
Accounting concepts and techniques essential to the administration of a business enterprise: analyzing and recording financial transactions; accounting valuation and allocation practices; preparation, analysis and interpretation of financial statements; international accounting issues.

MBA 513 Managerial Accounting (3)
Prerequisite: MBA 512 or approval of the instructor.
Use and interpretation of financial statements; evaluation of accounting information systems; accounting for and analysis of costs; managerial use of accounting data for planning and decision making.

MBA 514 Advanced Managerial Accounting (3)
Prerequisite: MBA 513.
Advanced accounting theory as applied to modern business practice; background of accounting and its place in society and the economy; current development in accounting theory.

MBA 515 Corporate Finance (3)
Prerequisite: MBA 512 or MBA 513.
Advanced study of the financial management function of the corporation with special attention to cash flows and value, capital structure, cost of capital, capital budgeting, project evaluations, and issues in mergers, acquisitions and restructuring.

MBA 516 International Finance (3)
Prerequisite: MBA 515 or approval of the instructor.
Advanced study of the environment and tools of international financial management, covering financial, tax, economic, political, potential legal issues, foreign exchange rates, risk assessment, balance of payment, and financial alternatives and tradeoffs.

MBA 517 Investment and Portfolio Management (3)
Prerequisite: MBA 515 or approval of the instructor.
Advanced study of modern portfolio and investment management theories with emphasis on how to evaluate and diversify different types of risk, followed by cases as illustration.

MBA 518 Cost Analysis and Budgeting (3)
Prerequisite: MBA 512 or MBA 513.
Advanced study of cost analysis for decision making in pricing, product mix, capacity building and budgeting for operations and capital expenditures. Special emphasis on using budgeting as a planning and control tool of performance.

MBA 519 Management Science (3)
Prerequisite: MBA 505 or approval of the instructor.
Applications of the scientific methods, techniques, and tools to problems involving the operations of systems as a means to providing those in control of the operations with optimum solutions to the problems; focuses on the analysis and solutions of managerial decision-making problems.

MBA 520 Organization and Management (3)
Prerequisite: None.
Study of techniques and human behavior involved in managing an organization toward efficiency and effectiveness. Focus on job & organization design, motivation, problem solving, and diversity & change management.

MBA 522 Comparative Management (3)
Prerequisite: MBA 520 or approval of the instructor.
Studies behavior of people in organizations around the world and develops mental sensitivity to working in organizations. Explores similarities and differences in organizational values, practices and structures in firms between developed and developing countries.

MBA 525 Chinese Management Philosophy (3)
Prerequisite: None.
Advanced study of Chinese management philosophies and their practices, especially in areas of decision making, leadership and human resources management, all illustrated by practical cases. Emphasis made on how are these philosophies and practices apply to modern organizations.

MBA 526 Risk Management and Insurance (3)
Prerequisite: MBA 505 or approval of the instructor.
Studies theories of insurance; explores special features of different lines of insurance; emphasizes main elements of insurance, including determinants of premiums, coverage, deductibles, and co-payments.

MBA 527 Human Resources Management (3)
Prerequisite: MBA 520 or approval of the instructor.
Advanced study of (1) basic elements of HRM such as compensation, motivation, performance appraisal, staffing, grievance handling and discipline, (2) HRM policy setting and (3) HRM planning in today's labor market.

MBA 528 Seminar on Organizational Change (3)
Prerequisite: MBA 520 or approval of the instructor.
Analyzes theories of change and their applications with special emphasis on planned organizational change, development and intervention methods, and current trends in organization design and change.

MBA 529 Seminar on Leadership (3)
Prerequisite: MBA 520 or approval of the instructor.
Examines the effectiveness of different approaches to leadership from both managerial and psychological viewpoints. Discusses issues in leadership and leadership training through case studies, workshops, and guest lectures.

MBA 530 Marketing (3)
Prerequisite: None.
Studies the processes involved in the creation, distribution, and sale of products and services. Explores the tasks and decisions facing marketing managers. Focuses on market and competitive analysis, consumer behavior, and design and implementation of marketing strategies.

MBA 531 Services Marketing (3)
Prerequisite: MBA 530 or approval of the instructor.
Discusses characteristics of service organizations and explores how they differ in many important aspects from manufacturing. Special attention given to the formulation, development, and execution of marketing strategies.

MBA 533 International Marketing (3)
Prerequisite: MBA 530 or approval of the instructor.
Focuses on application and further development of concepts learned in marketing to an international setting. Concentrates on strategic decisions pertaining to the marketing mix as they apply to specific regions, nations, and cultures.

MBA 534 Consumer Behavior (3)
Prerequisite: MBA 530 or approval of the instructor.
Focuses on and explains the relevant concepts upon which the discipline of consumer behavior is based. The student examines "real-world" examples of consumer buying in order to demonstrate how consumer behavior concepts are used by marketing practitioners to develop and implement effective marketing strategies. Course concludes with an examination of public policy issues and a discussion of consumer behavior research priorities for the next decade.

effective marketing strategies. Course concludes with an examination of public policy issues and a discussion of consumer behavior research priorities for the next decade.

MBA 536 Small Business Marketing (3)
Prerequisite: MBA 530 or approval of the instructor.
Focuses on application and further development of concepts learned in marketing to small businesses. Concentrates on market segmentation and product differentiations. Internet and other marketing methods will also be specifically discussed.

MBA 537 Marketing Management (3)
Prerequisite: MBA 530 or approval of the instructor.
Focuses on developing marketing strategies, programs, and plans; and discusses how to better execute and manage these strategies, programs and plans.

MBA 540 Management Information Systems (3)
Prerequisite: None.
Management information systems for managers. Topics include the types of information systems that support individual, work-group and corporate goals, with an emphasis not only on the hardware/software but also managerial concerns with the design, implementation and management of information systems and how to compete with information technology in the Internet-based business environment.

MBA 542 Project Management (3)
Prerequisite: None.
Topics include definition of project objectives, identification of project activities, cost and time estimates, and control and performance measurement issues.

MBA 547 Technical and Fundamental Analysis of Financial Securities (3)
Prerequisite: MBA 515 or approval of the instructor.
Advanced technical analysis of securities using graphs and equations; advanced fundamental analysis of securities based on corporate accounting data and business prospects.

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MBA 548 Financial Security Trade and Analysis (3)
Prerequisite: MBA 515 or approval of the instructor
An applied investment analysis and practical course; using modern computer and data facilities to conduct extensive fundamental and technical analysis, security portfolio tracking, performance measurement, and trading simulation and strategies. It emphasizes the application of modern portfolio theory and asset allocation models in selecting and evaluating stocks and bonds and practices investment of real money in the financial markets. Students in this class will manage UWest's special endowment.

MBA 550 International Business (3)
Prerequisite: None.
Examines the global business environment and the trends in doing business internationally. Discusses management functions and external influential factors that shape a global business operation such as investment decision, monetary exchange, competition strategy and structure.

MBA 551 Importing and Exporting (3)
Prerequisite: MBA 550 or approval of the instructor.
Discusses issues related to imports and exports such as government and private trade services, pricing and quotations, documentation requirements, financing, and customs and government regulations. Also focuses on controversial trading issues such as dumping and counter-trading.

MBA 552 International Business Law (3)
Prerequisite: MBA 501 or approval of the instructor.
Studies business laws in the United States. Examines international arbitration of investment disputes, the impact of nationalism on traditional ownership strategies, and how to establish a corporation in civil law countries. Topics include antitrust laws and international business transactions.

MBA 556 Global Economy (3)
Prerequisite: MBA 503 or approval of the instructor.
Discusses issues related to global economy and inter-country comparison. Focuses on macroeconomic management in development planning in the areas of market mechanisms, financial and enterprise management, transfer and development of technology and their policies and strategies.

MBA 558 Seminar on Doing Business in Asia (3)
Prerequisite: None.
Advanced study of opportunities and barriers in doing business in Asia. Discussion on successful and failed cases in doing business in Asia from linguistic, cultural, social, economic, and political perspectives.

MBA 559 Seminar on Doing Business in the U. S. (3)
Prerequisite: None.
Studies the business environment in the U.S. Examines business practices and customs of corporate America. Specific issues on corporate culture, business laws, labor organizations, and markets are discussed.

MBA 560 Managing Nonprofit Organizations (3)
Prerequisite: MBA 520 or approval of the instructor.
Compares and contrasts for-profit and non-profit organizations, major strategic management issues specially associated with nonprofits, and exposes students to the various management styles commonly found in the nonprofit sector.

MBA 561 Comparative Studies of Nonprofit Organizations (3)
Prerequisite: None.
Compares the development of nonprofit organizations in different countries. Examines similarities and differences with respect to target markets, membership profiles, government regulations, and management of the organizations.

MBA 562 Corporate Philanthropy (3)
Prerequisite: None.
Discusses the role of corporate philanthropy in America. Examines fundraising principles, values, and ethics, and explores strategies and techniques for planning and organizing fundraising activities.

MBA 563 Management of Memberships and Volunteers (3)
Prerequisite: None.
Discusses management of memberships and volunteers in nonprofit organizations. The importance of membership and voluntary contributions of time and resources, effective motivation and management of volunteers, and promotion of organizational objectives are discussed.

MBA 564 Advanced Auditing (3)
Prerequisite: BUS 310 & BUS 311 or approval of the instructor.
Study of the theory and practice of auditing as it applies to the internal and management controls function of the organization. Topics include statements of auditing standards, ethical and legal responsibilities, internal control structure considerations, statistical sampling applications, computer-assisted auditing techniques and regulatory agency requirements.

MBA 565 Advanced Accounting Theory (3)
Prerequisite: BUS 310 & BUS 311 or approval of the instructor.
Advanced topics in accounting, including business combinations, multinational operations and foreign currency transactions, liquidations, and reorganizations. Also, includes partnership formation, income distribution and liquidation.

MBA 566 Financial Reporting and Disclosure (3)
Prerequisite: BUS 310 & BUS 311 or approval of the instructor.
An in-depth study of financial accounting, reporting, and disclosure. Professional accounting and reporting standards will be examined.

MBA 567 Special Topic on Federal Taxation (3)
Prerequisite: BUS 310 & BUS 311 or approval of the instructor.
A study of the federal tax law applicable to C corporations, S corporations, partnerships, estates and trusts. In addition to income tax law, the course also addresses the major issues relating to the transfer of property through gifts and the estate. Methods and procedures of tax research also are stressed in the course.

MBA 568 Special Topic on International Accounting (3)
Prerequisite: BUS 310 & BUS 311 or approval of the instructor.
Critical examination of current developments in international accounting: the difficulty of preparing precise and universally accepted accounting principles; social, economical, and political influences on comparative accounting theory and practice. Financial reporting and control of multinational enterprises are also discussed.

MBA 569 Controllership (3)
Prerequisite: BUS 310 & BUS 311 or approval of the instructor.
In-depth study of accounting techniques, concepts and procedures related to the functions and responsibilities of the controller. Consideration of management reporting systems, planning and controlling functions, resource allocation, transfer pricing, the general ledger-based system, departmental expense control and investment planning.

MBA 571 Systems Design, Analysis, and Implementation (3)
Prerequisite: MBA 540 or approval of the instructor.
Studies strategies and techniques for structured analysis and design in the development of information systems. Examines general systems theory and the life cycle of information system development. Uses structured tools/techniques to describe process, data flows and data structures.

MBA 572 Data Structure and Database Management (3)
Prerequisite: MBA 540 or approval of the instructor.
Hierarchical, network and relational database structures are analyzed. Stresses data modeling concepts using entity relationship and semantic object techniques, normalization, relational database implementation and concurrent database processing.

MBA 573 Decision Support Systems (3)
Prerequisite: MBA 540 or approval of the instructor.
Explores decision-making processes, model-based development, and knowledge management. Examines design, implementation, and evaluation of decision support systems. Provides a broad understanding of how to encapsulate, expand and transfer knowledge by means of an intelligent machine.

MBA 575 Data Communications and Networking (3)
Prerequisite: MBA 540 or approval of the instructor.
Advanced study of technology and management of telecommunications and networks, the Internet, Intranet, Extranet, and World Wide Web. Comprehensive examination of the integration of organizational systems with rapidly evolving on-line services industry.

MBA 578 Computer Security, Controls and Ethics (3)
Prerequisite: None.
A survey of technological and organizational techniques to secure computer hardware, software, and data. Studies controls for errors, natural disasters and intentional attacks, focusing on their effectiveness and cost. Reviews implications from the legal, social, and ethical environment.

MBA 580 Strategic Management (3)
Prerequisite: MBA 520 or upon approval (this course is usually taken in the last semester before graduation).
Provides a current and detailed analysis of the strategic management process and examines some of the factors that influence the quality of strategic decisions generated by that process. The role played by strategic leaders in the strategic decision-making process is discussed and the characteristics of strong leaders are identified. Focuses on the concept of strategically balancing the objectives, characteristics and resources of the organization via sound strategic planning and decision-making.

MBA 581 Electronic-Business (3)
Prerequisite: None.
Shows step-by-step how to build Web commerce sites, from planning through deployment and ongoing management. Explains how to identify the best Web commerce opportunities and how to capitalize on them.

MBA 582 Humanistic Buddhism and Management (3)
Prerequisite: None.
Study of the breadth and depth approach that Humanistic Buddhism has developed in order to create an effective, productive and healthy environment in the workplace as well as on Earth. Students will learn to apply these principles and practices developed by Venerable Master Hsing Yun of the Fo Guang Shan Buddhist Order to management style and techniques in government, non-government and for-profit organizations.

MBA 583 Financial Institutions and Markets (3)
Prerequisite: None.
Analysis of financial institutions and markets. Term structure of interest rates, portfolio theory and flow-fund analysis, deposit-type intermediaries, insurance, pension funds and investment companies.

MBA 584 Financial Derivatives (3)
Prerequisite: MBA 515 or approval of the instructor.
Develops an understanding of mathematical and managerial tools necessary for the analysis, pricing, and design of financial derivatives. Includes stochastic processes, the Black-Merton-Scholes option pricing model, forward, futures, options, swaps, exotic options and special topics including fixed income portfolio management.

MBA 587 Seminar on Business Negotiations (3)
Prerequisite: None.
Teaches negotiation theory and practices with an emphasis on business aspects and cultural factors that affect the negotiation process and results. Discusses negotiation participants, negotiation strategy, and negotiation styles commonly found in negotiation sessions. Cross-cultural business negotiations are also discussed.

MBA 588 Business Philosophy and Ethics (1.5)
Prerequisite: Approval of the instructor.
Reviews different philosophies relevant to modern organizations and management; discusses ethics from different religious perspectives, particularly humanistic Buddhism, and emphasizes how such philosophy and ethics can be effectively used in modern organizations and management.

MBA 589 Seminar on Entrepreneurship (3)
Prerequisite: None.
Examines the nature of entrepreneurship, the factors underlying success in the start-up and early growth phases, and the factors that increase the likelihood of failure. Students become more familiar with the elements of a sound business plan and the issues facing a start-up by working on a project to create a new venture. Considers the forces that motivate, guide and constrain entrepreneurship activity, and explores the range of issues and challenges faced by start-up organizations and their leaders.

MBA 590/591/592 Internship (1.5)
Prerequisite: Completion of the core courses or approval of the Chair.
Each student is assigned to a relevant organization and works part-time to gain first-hand experience. The student is required to finish an assigned project that addresses and solves one or more of the organization's problems. Graded Pass/No Pass.

MBA 593 Field Studies (1.5)
Prerequisite: Completion of the core courses or approval of the Chair.
Each student is assigned to visit a number of relevant organizations to gain first-hand experience. The student is required to finish an assigned project that addresses and solves one or more of that organization's problems or the problems of the student's own organization. Graded Pass/No Pass.

MBA 596 Special Topics (3)
Prerequisite: Approval of the instructor.
Explores areas of interest not covered by other courses.

MBA 597 Management Practicum (1-3)
Prerequisite: Only with the relevant professor's recommendation and Department Chair's approval. Graded Pass/No Pass.

This is a special course for students who lack real business/management knowledge/experience. Students will register this class when they are working to gain the required knowledge/experience in the relevant subjects such as marketing, management, nonprofit organizations, accounting, international business, finance, and computer information systems. Students may repeat this class for up to 2 semesters.

MBA 599 Independent Studies (3)
Prerequisite: Approval of the instructor.
Student selects an approved area of study and works closely with a faculty member.

MBA 715 – Continuous Enrollment Research (1)
Course required for graduate-level students who no longer need courses, but must remain in continuous enrollment each semester until completion of exam, dissertation, etc. Course does not count toward minimum requirements for graduation. P/NP

DEPARTMENT OF PSYCHOLOGY

COORDINATOR
Amy Demyan

FACULTY
Sharon Chen, Beverly Bond Cox, David T. Horner, Paula Horner, Chia-Wen Winnie Hsieh, Hsinglu Jerry Kao, Hua Wen

Psychology is the study of individual human cognition and behavior across the lifespan. The Psychology Program at University of the West additionally emphasizes the dimensions of multicultural and cross cultural influence. Furthermore, course offerings in Psychology at the University of the West include introductory and advanced instruction in not only Western, but also Eastern systems of psychological theory and practice.

Additionally, the program was designed to promote innovative critical thinkers in order to meet the needs of a dynamic and complex global community. This is achieved in part by our culturally diverse faculty and staff's commitment to cultivate an appreciation of cultural differences.

And lastly, consistent with the mission of University of the West, we aim not only to provide and cultivate an exceptional level of knowledge and skills to our students, but also aspire to provide a whole person education by nurturing social responsibility and integrity in all future endeavors.

BACHELOR OF ARTS IN PSYCHOLOGY
The learning outcomes for the BA Psychology degree are based on the 10 optimal expectation guidelines presented by the American Psychological Association's Guidelines for the Undergraduate Psychology Major. These outcomes reflect the knowledge and skill sets undergraduates are expected to acquire during their studies at University of the West as a psychology major.

In keeping with the graduation requirements of University of the West, The Bachelor of Arts in Psychology requires the completion of 120 semester units of coursework, with a minimum grade-point average of 2.0. The 120 units include a minimum of 48 units in General Education, of which 9 units must be upper division courses. Forty-two (42) units must be taken in Psychology, of which 36 must be upper division courses, and 30 units of electives. Furthermore, 30 semester units must be completed at the University of the West, of which 24 must be upper division courses.

Student Learning Outcome Goals
Goal 1: Knowledge Base of Psychology:
- Students will demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology.
- Students completing the psychology major will be able to communicate basic knowledge of psychology.
- Students completing the psychology major will be able to describe and provide examples of the main concepts and theories of the major perspectives of psychology.
- Students completing the psychology major will be able to compare and contrast major perspectives by reference to theoretical constructs, empirical findings and historical trends.

Goal 2: Research Methods in Psychology:
Students will understand and apply basic research methods in psychology, including research design, data analysis, and interpretation.
- Students will be able to define and discuss the scientific method.
- Students completing the psychology major will be able to design and conduct basic studies to address psychological questions. Students completing the psychology major will be able to draw appropriate conclusions from psychological research.
- Students' research practices will reflect cultural sensitivity.
- Students will be able to identify the limitations of psychological research methodology and design including, but not limited to potential cultural bias.

Goal 3: Critical Thinking Skills in Psychology:
Students will respect and use critical and creative thinking, skeptical inquiry, and, when possible, the scientific approach to solve problems related to behavior and mental processes.
- Students completing the psychology major will able to recognize and describe positions (strengths & limitations) pertaining to specific issues in psychology.
- Students completing the psychology major will able to develop arguments for and against positions pertaining to specific issues in psychology.
- Students completing the psychology major will able to evaluate and defend positions and criticize arguments pertaining to specific issues in psychology from a perspective which reflects an awareness of the impact of socio cultural factors.

Goal 4: Application of Psychology:
- Students will understand and apply psychological principles to personal, social, and organizational issues.
- Students completing the psychology major will be able to identify appropriate applications of psychology in solving individual, interpersonal, group, and societal problems.
- Students completing the psychology major will be able to recognize and explain how sociocultural factors and context influence the application of psychological principles in addressing social problems and informing public policy.

Goal 5: Values in Psychology:
- Students will be able to weigh evidence, tolerate ambiguity, act ethically, and reflect other values that are the underpinnings of psychology as a discipline.
- Students completing the psychology major will recognize the necessity for ethical behavior in all aspects of the science and practice of psychology.
- Students completing the psychology major will recognize and respect the role of human diversity in psychology.
- Students completing the psychology major will appreciate/understand that psychological findings and their interpretations may not generalize to all populations and contexts.
- Students completing the psychology major will demonstrate a value of intellectual curiosity and skepticism.
- Students completing the psychology major will demonstrate an ability to tolerate ambiguity. They will also demonstrate an appreciation for the fact that psychological explanations are often complex and tentative.

Goal 6: Information and Technological Literacy:
- Students will demonstrate information competence and the ability to use computers and other technology for many purposes.
- Students will be able to list and explain the ways in which technology is utilized in the field of psychology.
- Students will be able to utilize databases, software, and online sources in their scholarly endeavors.
- Students will demonstrate an understanding of the limitations of technology in the field of psychology.

Goal 7: Communication Skills:
- Students will be able to communicate effectively in a variety of formats.
- Students will be able to use APA writing style effectively in reports, literature reviews and theoretical papers.
- Students will be able to demonstrate effective listening and oral skills.
- Students will exhibit the ability to collaborate effectively with diverse groups, utilizing knowledge of cultural differences when appropriate.

Goal 8: Sociocultural and International Awareness:
- Students will recognize, understand, and respect the complexity of sociocultural and international diversity. Through this goal, they will demonstrate an understanding of their own cultural group membership and related values and biases.
- Students will be able to interact effectively and sensitively with people of diverse abilities, backgrounds, and cultural perspectives.
- Students will display an understanding of how power, privilege and oppression may affect prejudice, discrimination and inequity.
- Students will be able to explain how diverse perspectives can challenge conventional understandings of psychological process and behavior.

Goal 9: Personal Development:

- Students will develop insight into their own and others' behavior and mental processes and apply effective strategies for self management and self improvement.
- Students will be able to identify their personal, sociocultural, and professional values.
- Students will display high standards of personal and professional integrity.

Goal 10: Career Planning:

- Students will emerge from the major with realistic ideas about how to implement their psychological knowledge, skills, and values in occupational pursuits in a variety of settings.
- Students will be able to identify and develop skills and experiences relevant to achieving selected career goals.
- Students will be able to identify the types of academic experience and performance in psychology that will facilitate entry into the workforce, post baccalaureate education or both.
- Students will be able to articulate how the changing societal needs can influence career opportunities.

General Education Requirements (48 units)
For details, please refer to General Education Requirements, page 60

Psychology Major Prerequisites (6 units)
PSYCH 100 Introduction to Western Psychology (3)
MATH 205 Descriptive and Inferential Statistics (3)

Psychology Major Requirements (42 units)
Lower Division Courses (6 units)
Goals & Objectives: Coursework for the psychology major is divided into lower and upper division courses. Students who have completed the lower division courses will be able to demonstrate a breadth of familiarity with psychological terms, concepts, theories, and major debates within the field. They will also gain increased awareness of their own cultural identity and related values and beliefs.

PSYCH 210 Eastern & Western Perspectives on Cognitive Psychology (3)
PSYCH 220 Eastern & Western Perspectives on Affective Psychology (3)

Upper Division Courses (36 units)
Goals & Objectives: Upper division coursework will result in students' ability to demonstrate real life applications of psychological terms, concepts, theories, and major debates within the field of psychology. Students will also have a more sophisticated awareness of their cultural identities and be able to transfer this self awareness into an awareness of the pervasive influence of culture. Cultural awareness includes, but is not limited to cultural distinctions in values and beliefs, as well as issues of power, privilege, discrimination, and bias. Furthermore, students having completed upper division courses will demonstrate depth in select topic areas of coursework completed.

Core Courses (18 units)

PSYCH 300 Research Design & Data Analysis in Psychology (3)
PSYCH 310 Physiological Psychology (3)
PSYCH 320 Psychology of Learning (3)
PSYCH 330 Developmental Psychology (3)
PSYCH 340 Psychology of Personality (3)
PSYCH 350 Social Psychology (3)

Electives (15 units – select at least 2 courses from each of the following sections)

Section A
PSYCH 410 Introduction to Western Psychotherapy (3)
PSYCH 415 Psychological Disorders (3)
PSYCH 418 Psychological Tests & Measurements (3)
PSYCH 420 Cross Cultural Psychology (3)
PSYCH 425 Psychology & Education (3)
PSYCH 430 Industrial-Organizational Psychology (3)
PSYCH 440 Psychology of Religion (3)

Section B
PSYCH 450 Buddhist Psychology (3)
PSYCH 455 Buddhist and Scientific Approaches to Mind (3)
PSYCH 460 Buddhist Counseling (3)
PSYCH 460 Buddhist Counseling (3)
PSYCH 465 Buddhist Practices and Mental Health (3)
PSYCH 470 Integrative Psychology of Living & Dying (3)
PSYCH 471 Legal & Ethical Issues in End-of-Life Care (3)
PSYCH 480 Integrative Psychology of Ethics and Morality (3)

Capstone Course (3 units)
PSYCH 495 Eastern & Western Perspectives on Contemporary Issues in Psychology and Counseling (3)

MASTER OF ARTS IN PSYCHOLOGY
Multicultural Counseling with Generalist Focus or Buddhist Psychology Track
Minimum of 48 units required

The Masters level Psychology Program at University of the West prepares students for careers in a wide variety of applied counseling and consultation settings. Furthermore, the psychology program is designed to meet the pre-requirements for the Marriage and Family Therapy (MFT) license.

The Multicultural Counseling MA program is based on regulations provided by the California Board of Behavioral Sciences and on guidelines suggested by the American Association for Marriage and Family Therapy and the California Association of Marriage and Family Therapists. Coursework is designed to prepare the student for the California MFT license examinations. More information about the MFT license can be found at http://www.bbs.ca.gov.

Unique to University of the West is a Multicultural Generalist focus, as well as a one-of-a-kind Buddhist Psychology track. In such a globally connected world, it has become imperative to train psychology professionals who are proficient in working with a wide variety of cultural identities. For this reason, the Masters of Psychology at University of the West focuses on exploring both the Western and Eastern contributions to psychology.

The Buddhist Psychology track holds the same multicultural emphasis as the Multicultural Generalist track, but with the additional inclusion of Buddhist perspectives. Buddhist concepts and practices have been successfully used in Western counseling settings. For example, the concept of mindfulness and meditation has been empirically supported and widely integrated into contemporary Western psychology practices. Students following this track will gain additional expertise in these areas.

Both the Multicultural Generalist and Buddhist Psychology specialty track require a minimum of 48 semester units. Units are divided into 15 foundational course units, 12 core level course units, 3 advanced level units, 6 units of practicum at an approved practicum site, and a minimum of 12 units to be taken from a list of electives. Specialty tracks (i.e. Buddhist Psychology) require 12 units of coursework in the area of specialty which are taken in lieu of electives. Furthermore, all students are required to pass a comprehensive exam in their final semester.

Foundation level Courses & Competencies, 15 units

PSYCH 501 Experimental Design & Statistical Analysis (3)
PSYCH 530 Psychopathology: Assessment and Diagnosis in Counseling (3)
PSYCH 531 Theories and Techniques of Counseling and Psychotherapy (3)
PSYCH 532 Legal & Ethical Issues in Counseling and Psychotherapy (3)
PSYCH 533 Seminar: Counseling of Multicultural Groups (3)

Student Learning Outcomes:
a) be able to express an increased level of self-awareness as it applies to their role as therapists, which includes an understanding and ability to articulate their own cultural values and biases.
b) demonstrate an appreciation for diverse cultures as it applies to the therapeutic process and outcome and be able to identify potential limitations in main stream, Western Psychological Practices.
c) be able to describe and explain the ethics and laws pertaining to therapeutic services.
d) be able to give examples and explain the various psychotherapeutic theoretical approaches and corresponding diagnostic and intervention techniques.
be able to execute the skills needed to be critical consumers of the psychological research literature relating, but not limited to, methodological design, statistical analysis, and interpretation of research results for practical application in various therapeutic and consultation settings.

e) be able to execute the skills needed to be critical consumers of the psychological research literature relating, but not limited to, methodological design, statistical analysis, and interpretation of research results for practical application in various therapeutic and consultation settings.

Core level Courses & Competencies, 12 units

PSYCH 536 Marriage/Couples and Family Counseling (3)
PSYCH 538 Psychological Testing (3)
PSYCH 540 Adult Development & Aging (3)
PSYCH 545 Psychopharmacology (3)

Student Learning Outcomes:
a) be able to develop and describe a counseling style that is tailored to their own personality and related strengths.
b) be able to apply the ethics and laws set forth to guide therapeutic practice to sophisticated case scenarios and in vivo counseling sessions.
c) demonstrate competency in the assessment, detection, and intervention of both spousal and child abuse in accordance with field guidelines and state laws.
d) be able to apply an integrative multicultural approach to therapy. Furthermore, students will be able to show an understanding of the differences in the cultural characteristics of various cultural identities including ethnicity, race, gender, sexual orientation, socioeconomic status, as well as physical and mental ability.

Advanced level Courses & Competencies (3 units required)

PSYCH 600 Advanced Counseling Group Process & Skills (3)
PSYCH 602 Advanced Couples Counseling (3)
PSYCH 605 Advanced Family Therapy (3)
PSYCH 607 Advanced Seminar in Culture & Psychotherapy (3)

Student Learning Outcomes:
a) be able to identify an area of research interest, and subsequently design, analyze, and interpret research projects according to scientific methodology.
b) demonstrate knowledge and gain experience needed to synthesize various psychotherapeutic approaches.
c) be able to conduct thorough intake interviews (including suicide assessments), summarize the themes of the interview, identify goals for therapy, and evaluate the process and outcome of therapy for individuals (adults & children) as well as in family and group counseling sessions.
d) develop cultural responsiveness in terms of intake, diagnosis, treatment planning, and intervention selection. Furthermore, case conceptualizations will reflect a refined understanding of the impact their own cultural identities and values have on the therapeutic process.

Fieldwork (6 units required)

PSYCH 610 & PSYCH 615 are required and are to be taken consecutively. PSYCH 560 is optional additional fieldwork. All fieldwork and practicum placements must be approved by the department chair, or training director. All training sites must have a written contract with University of the West indicating their commitment to abide by the supervisory conditions required for the pre-MFT licensure requirements, as guided by California's Board of Behavioral Sciences (BBS).

PSYCH 560 Fieldwork (1-6)
PSYCH 610 Practicum (3)
PSYCH 615 Advanced Practicum (3)

Electives (12 units required – specialty track courses may also be taken as electives for the Multicultural Generalist track)

PSYCH 499 Practicum Prep (2)
PSYCH 529 Stress & Stress Management (3)
PSYCH 537 Dream Work in Counseling (3)
PSYCH 604 Child & Adolescent Interventions in Therapy (3)
PSYCH 611 The Essential Yalom (3)

Comprehensive Exam/Thesis

PSYCH 699b Comprehensive Exam (0 units)
PSYCH 699a Thesis (1-6 units)*

*The thesis option is reserved for those students who would like to pursue a Ph.D. upon completion of their MA. With Department Chair permission, a thesis may be completed instead of the comprehensive exam.

Specialized level competency

Buddhist psychology track (select at least 12 units from the courses listed below. Other courses may be considered with permission from the department chair.)

- Students with a Buddhist focus will obtain the above competencies. They will furthermore demonstrate expertise in Buddhist wisdom that will essentially guide their application of the aforementioned competencies.

REL 460 Buddhist Psychology (3)
REL 470 Women & Religion (3)
PSYCH 460 Introduction to Buddhist Counseling (3)
REL 565 History of Buddhist Psychology (3)
REL 530 Topics in Buddhist Studies: Buddhist Meditation (3)
PSYCH 614 Religion & Psychology Seminar (3)
PSYCH 617 The Application of Mindfulness in Western Therapy
REL 625 Cultural & Social Aspects of Buddhism (3)



PSYCH 100 Introduction to Western Psychology (3)
Prerequisite: None.
A survey of the broad field of Western Psychology that takes students on a journey of the various concepts utilized to understand individual thought and behavior over the lifespan. Topics include biological, cognitive, social, developmental, and personality influences on behavior. Also offers a basic introduction to research methodology for the social sciences as well as a basic introduction to abnormal psychology, and the DSM. Course introduces and explores prominent clinical and counseling theories and interventions. The impact of culture and the way in which Eastern thought has influenced Western perspectives are also explored.

PSYCH 210 Eastern and Western Perspectives on Cognitive Psychology (3)
Prerequisite: PSYCH 100.
This course offers an introduction to both Western cognitive psychology and Buddhist perspectives of thought. Topics include perception, understanding, memory, utilizing imagination, thinking, reasoning, and other mental abilities. Special attention is paid to comparing and contrasting the two systems.

PSYCH 220 Eastern and Western Perspectives of Affective Psychology (3)
Prerequisite: PSYCH 100.
The ways in which emotions influence motivation, attitudes, personality, and other related psychological aspects are covered in this course. Special attention is paid to comparing and contrasting Eastern and Western views of emotion (i.e. distinct affective preferences).

PSYCH 300 Research Design and Data Analysis in Psychology (3)
Prerequisite: PSYCH 100.
Psychology is informed by psychological research. This course will introduce the ways in which psychological research questions are determined, reviews quasi-experimental and experimental designs (quantitative and qualitative) commonly utilized to execute a research study, covers various ways in which research data is analyzed, and discusses the implications of data interpretation.

PSYCH 310 Physiological Psychology (3)
Prerequisite: PSYCH 300.
This course focuses on the biological basis of individual thought and behavior. Brain structure, hormones, biochemical, and genetic factors are explored. Special attention is paid to behavioral health interventions and the mind-body connection.

PSYCH 320 Psychology of Learning (3)
Prerequisite: PSYCH 300.
This course introduces the ways in which learning affects behavior. Additionally, it covers the history of behaviorism and the principles and applications of behavior modification, including the contributions of Pavlov, Watson, Skinner, and Bandura. Ethical issues and cultural implications are discussed.

PSYCH 330 Developmental Psychology (3)
Prerequisite: PSYCH 100.
This course provides an examination of human development across the lifespan. Major theories of human development, including those from physical, cognitive, psychological, and social perspectives will be studied and are covered from a multicultural perspective. Special attention is paid to issues related to aging and long-term care.

PSYCH 340 Psychology of Personality (3)
Prerequisite: PSYCH 300.
Prominent and influential views of personality development are covered in this course. Examples include theories such as Freudian Psychoanalysis, Jungian, Behavioral and Learning perspectives, Biological views, Cognitive theory, Existential perspectives, and Interpersonal theories of personality development. Buddhist, Hindi, and Sufi traditions will also be explored. Lastly, cultural implications, such as cultural sensitivity, application of personality theory to diverse populations, and multicultural and cross-cultural limitations of select theories will be addressed throughout.

PSYCH 350 Social Psychology (3)
Prerequisite: PSYCH 300
Society is the mirror in which we see ourselves. This course explores society's impact on individual thoughts, beliefs, values, and behaviors. Historical and influential theories and related research investigations will be introduced and discussed. Furthermore, the influence of culture and current sociopolitical norms will be investigated.

PSYCH 360 Fieldwork (1-4)
Prerequisite: Approval of advisor/department chair.
This course requires a field placement, and is for students who wish to gain hand on and/or specialized training in mental health service delivery. The student must demonstrate how the placement/project is related to their studies in psychology and their related professional career goals. Special permission from the department chair is required to enroll in this course.

PSYCH 410 Introduction to Western Psychotherapy (3)
Prerequisite: PSYCH 300.
Various historically influential, popular, and empirically supported approaches to psychotherapy are explored in this course. Benefits and limitations of each are discussed. Cross-cultural implications, including problems with treatment generalizability, as well as problems with care access for select cultural groups are also covered.

PSYCH 415 Psychological Disorders (3)
Prerequisite: PSYCH 300.
This course will explore the historical views and current perspectives of abnormal behavior, including categorical versus dimensional perspectives. Major diagnostic categories and criteria, individual and social factors of maladaptive behavior, and types of therapy are reviewed. Additionally, various methods of clinical assessment and research strategies are covered. Special attention is paid to the impact of culture on abnormality.

PSYCH 418 Psychological Tests and Measurements (3)
Prerequisite: PSYCH 300.
Various psychological assessment procedures will be covered in this course, including structured and unstructured interviews, self report inventories, objective personality tests, ability and preference tests, individual intelligence (IQ) tests, and projective tests. Test administration ethics and the importance of psychometrics, such as validity and reliability, will be covered. Cultural limitations of each will be discussed throughout.

PSYCH 420 Cross-cultural Psychology (3)
In this course the dynamic influence of cultural group identity is explored. Students taking this course will gain an increase in their awareness of their own complex and dynamic cultural identities. Values, beliefs, and differential cultural expectations will be covered. Furthermore, various multicultural and cross-cultural psychological theories and influential research investigations will be discussed.

PSYCH 425 Psychology and Education (3)
Prerequisites: PSYCH 300.
Applications of principles of cognitive development, learning, perception, memory, and language development to educational problems are covered in this course. This includes general instructional issues, gifted and talented children, early childhood education, education of traditionally underrepresented groups and special needs populations.

PSYCH 430 Industrial-Organizational Psychology (3)
Prerequisites: PSYCH 300.
This course offers a study of practices of modern organizational and personnel psychology. Topics include selection, placement, training, motivation, job analysis, evaluation, human factors, counseling in the work-place, and the processes involved in developing and maintaining organizations.

PSYCH 440 Psychology of Religion (3)
Prerequisites: PSYCH 300.
This course explores spiritual and religious experience utilizing psychological methods and theories. It offers a study of the integration of spirituality and psychology as seen in counseling practice. Topics include psychosocial development, death, conversion, mysticism, morality, guilt, mental health, wellness, coping, and counseling strategies.

PSYCH 450 Buddhist Psychology (3)
Prerequisites: PSYCH 300.
This course offers an examination of the Buddhist views of mental functions, motivation, emotion, personality, human development, social ethics and psychotherapy according to Buddhist concepts and beliefs. Moreover, it includes comparison to corresponding and contrasting Western views.

PSYCH 455 Buddhist and Scientific Approaches to Mind (3)
Prerequisite: PSYCH 300.
This course offers an exploration of Buddhist teachings regarding the mind and their comparisons with neuroscientific findings about the brain.

PSYCH 460 Buddhist Counseling (3)
Prerequisite: PSYCH 300.
An introduction to Buddhist philosophies and their implications for counseling in helping service and self-development. Various practice methods, such as meditation, chanting, self-reflection, repentance and their applications in school, family, marriage, career, loss, and relationships are explored.

PSYCH 470 Integrative Psychology of Living and Dying (3)
Prerequisite: PSYCH 300.
An exploration of issues related to psychological and spiritual thoughts of life and death, mechanisms for coping with dying and loss, and cultural differences in encounters with death. These issues are discussed from both Western and Buddhist psychological perspectives. The ultimate goal is for students to improve their quality of life through an understanding of death.

PSYCH 471 Legal and Ethical Issues in Hospice Care and Counseling (3)
Prerequisite: PSYCH 300.
Legal and ethical issues for both hospices and hospitals required by the Joint Commission on Accreditation of Healthcare Organizations are covered in this course, along with counseling skills specific to hospice/hospital patients and their families.

PSYCH 480 Integrative Psychology of Ethics and Morality (3)
Prerequisite: PSYCH 300.
An integrative study of ethics and moral reasoning based on the theories and practices of both Buddhist and Western psychology, with an emphasis on the development and formation of concepts of right and wrong, good and bad, and the application of moral principles to daily life.

PSYCH 495 Eastern and Western Perspectives on Contemporary Issues in Psychology and Counseling (3)
Prerequisite: Permission from advisor needed
This course reviews and explores contemporary issues from the perspectives of both Eastern and Western psychological views. Special focus is placed on applications of counseling and psychotherapy techniques promoted by the two traditions.

PSYCH 499 Practicum Prep (2)
Prerequisite: Graduate status
This course is designed to provide students with the necessary materials, skills and knowledge needed to pursue their first MFT practicum placement. This includes identification of a primary theoretical orientation, mastering case conceptualizations, engaging in mock interviews, identifying potential training sites, as well as addressing legal, ethical, and cultural considerations.

PSYCH 500 Graduate Research and Writing Practicum (3)
Prerequisite: Graduate status or permission of department chair.
This course offers student the opportunity to learn basic writing and research skills required for successful graduate work. This includes APA format style, searching for relevant literature, thesis structure, citation of sources, and use of references.

PSYCH 501 Experimental Design and Statistical Analysis (3)
Prerequisite: Graduate status.
Psychology is informed by psychological research. This course will cover the ways in which sound psychological research questions are determined. It will also review advanced quasi-experimental and experimental design methods (quantitative and qualitative) utilized to execute a research study. It also covers various ways in which research data is analyzed, and discusses the implications of data interpretation.

PSYCH 520 Buddhist Psychotherapeutic Approaches (3)
Prerequisite: Graduate status.
This course introduces various Buddhist practices and precepts along with their implication and psychotherapeutic applications. Existing literature on the study of Buddhist practices in mental health and Western psychotherapeutic theories and methods are reviewed, compared and contrasted.

PSYCH 525 Seminar: Buddhism and Cognition (3)
Prerequisite: Graduate status.
Advances in cognitive science have resolved and clarified some of the great questions of Western philosophy: What is the structure of the world and how do we come to know it? Does everyone represent the world the same way? What is the best way for us to act in the world? Specific topics include color, objects, categories, similarity, inductive inference, space, time, causality, reasoning, decision-making, morality and consciousness. Course examines how the insights of Buddhist psychology and meditation practices are making an impact on cognitive science.

PSYCH 529 Stress & Stress Management (3)
This course reviews the potential biological, social, and psychological sources of stress. It furthermore offers various stress management and relaxation techniques. Ways in which these techniques are empirically support and utilized in clinical practice is also discussed.

PSYCH 530 Psychopathology and Counseling (3)
Prerequisite: Graduate status.
This course reviews the current taxonomy of Western psychopathology including, but not limited to clinical disorders, personality disorders, select medical, and psychosocial & environmental problems. Etiologies, prevalence, symptoms, and treatments are introduced and discussed for each. Sexual identity, sexual dysfunction, and gender identity disorders are given special attention. Human sexual anatomy and response, sex roles, sexual orientation, female and male sexual dysfunction and contemporary clinical treatment methods for sexual problems are studied in this class. Additionally, there is consistent focus on students' own beliefs, attitudes and feelings, and on examination of sexual morals, ethical issues, and sociocultural perspectives. Lastly, this course examines conditions in self and society associated with the use and abuse of addictive substances, particularly alcohol and drugs, and explores a variety of traditional and nontraditional treatment models. Further topics include medical aspects, evaluation, theories of etiology, legal issues, prevention, and follow-up for the abuser and family.

PSYCH 531 Theories and Techniques of Counseling and Psychotherapy (3)
Prerequisite: Graduate status.
This course is designed to provide students with knowledge and experiences in counseling and helping skills with an emphasis on traditional counseling and psychotherapy theory and skills including individual (adult, child, & adolescent) and group process therapy skills. This course presents theoretical and empirically supported approaches to intervention strategies for dealing with psychological, emotional, relationship, and adjustment problems in individuals, couples and groups.

PSYCH 532 Legal & Ethical Issues in Counseling and Psychotherapy (3)
Prerequisite: Graduate status.
This course exposes the student to the relevant ethical codes, practice standards, legal statutes, and expectations of professional conduct. Ethical decision-making skills will be presented along with contemporary ethical issues. Professional and public responsibility and the meaning of the professional counseling relationship will be discussed. Furthermore, this course explores the fundamental tenets of child advocacy and of social policies affecting children. Scholarly studies will be examined on a broad range of societal issues related to the healthy development and education of children in society. Topics may include ethnic violence, drugs, poverty, the juvenile justice system, health and mental health care, and child abuse. Issues related to domestic violence are also a focus of this course, including dynamics of spousal, child and elder abuse, family issues and multigenerational patterns.

PSYCH 533 Seminar: Counseling of Multicultural Groups (3)
Prerequisite: Graduate status.
This course focuses on developing an understanding of the human experience through the values and beliefs of various multicultural and cross-cultural identities. It is designed to introduce students to psychological issues concerning human systems, self and group identity, conflict, consciousness, development, gender, cultural values, spirituality, race/ethnicity, individualism-collectivism, evolution and their impact on counseling process and outcome. Lastly, students will gain awareness and understanding of self and others' cultural perspectives.

PSYCH 536 Marriage/Couples and Family Counseling (3)
Prerequisite: Graduate status.
This course is a survey of contemporary, multicultural, and contextual analyses of the major models of couples and family therapy, the integration of various approaches in relationship therapy, and the process and outcome research that document the state of MFT effectiveness with couples and families.

PSYCH 537 Dream work in Psychotherapy (3)
This course reviews the various ways in which dream content is utilized in psychotherapy assessment and treatment. Psychoanalytic, Jungian, and Existential Gestalt approaches will be covered. Historical and cultural considerations will also be addressed.

PSYCH 538 Psychological Testing (3)
Prerequisite: Graduate status.
This course includes discussion of topics such as clinical interviewing, evidence-based diagnostic assessment, and behavioral assessment. Various psychological assessment procedures will be covered, including structured and unstructured interviews, self report inventories, objective personality tests, ability and preference tests, individual intelligence (IQ) tests, and projective tests. Test administration ethics and the importance of psychometrics, such as validity and reliability, will be covered. Cultural limitations of each will be discussed throughout.

PSYCH 540 Adult Development & Aging (3)
Prerequisite: Graduate status.
This course provides an in-depth exploration of the developmental processes related to aging from a bio-psychosocial perspective. Students will explore age-change theories and human adaptations in terms of mental health, personality stability, sensory aging related to cognitive processes, learning, and social cognition. The course includes discussions of the unique psychological needs of this population including; relationship issues, aging and diversity, death and bereavement, spirituality, occupational patterns, retirement, and leisure. Moreover, it focuses on psychotherapeutic effectiveness of various models with this population.

PSYCH 545 Psychopharmacology (3)
Prerequisite: Graduate status.
This course provides an orientation to understanding current drug therapies for psychological problems. Topics include medications in general use, criteria for referring patients for psychopharmacological evaluation, cultural and interpersonal issues, and how and when medications can contribute to effective treatment. Frequently voiced philosophical, ethical, and legal concerns regarding biological factors and drug treatment are discussed, along with the risks and benefits of drug therapies.

PSYCH 560 Fieldwork (1-4)
Prerequisite: Approval of advisor/department chair.
This course requires hands on experience in a field placement. It is for those students who wish to augment their graduate studies with specialized training and/or experience outside the University in their own field of study. The field experience must have significant bearing on the professional goals of the student and must be in addition to the student's regular commitment.

PSYCH 600 Advanced Group Process & Skills (3)
Prerequisite: At least 18 units of graduate coursework must be completed
This course focuses on the stages of various process and skills groups. Historical, theoretical, and empirically supported models are reviewed and practiced.

PSYCH 602 Advanced Couples Counseling (3)
Prerequisite: At least 18 units of graduate coursework must be completed
This course offers and in-depth look at the current modalities of couples counseling including process and outcome effectiveness studies, as well as advanced assessment and intervention techniques. Cultural and ethical issues will also be discussed throughout.

PSYCH 604 Child and Adolescent Interventions in Therapy (3)
Prerequisite: Psychology 531
This course offers an in-depth look at the various theories, assessment, and intervention techniques specific to child and adolescent populations, including play therapy. Culture and ethical issues/limitations will also be discussed.

PSYCH 605 Advanced Family Therapy (3)
Prerequisite: At least 18 units of graduate coursework must be completed
This course provides students with an advanced look at the history and current status of family therapy including family multi-systemic theory, functional family therapy and additional evidence-based practices. Much attention will be paid to cultural implications and multigenerational family patterns.

PSYCH 607 Advanced Seminar in Culture & Psychotherapy (3)
Prerequisite: At least 18 units of graduate coursework must be completed
This course focuses on expanding students' understanding of the human experience through a deep awareness of their own and others cultural identities and related values and beliefs and its impact on therapy process and outcome. Coursework is designed to provide an advanced investigation into psychological issues concerning human systems, self and group identity, conflict, consciousness, development, gender, cultural values, spirituality, race/ethnicity, individualism-collectivism, and evolution.

PSYCH 610B Practicum in Multicultural Counseling Psychology (3)
Prerequisite: PSYCH 501, 531, 532, and completion of 20 hours of graduate level coursework
The practicum training program provides students hands on clinical experience, with a focus on multicultural psychotherapy theory and related interventions. During the course of the semester, practicum students will be expected to develop their skills on both a personal and professional level through individual supervision, discussing clinical cases and professional issues in the training seminar, and working with clients individually and in groups. Permission is required and arrangements must be made to obtain an approved practicum placement within the community. PSYCH 610 and 615 should be taken in consecutive semesters.

PSYCH 611 The Essential Yalom (3)
Prerequisite: Psychology 531
This course outlines the contributions of renowned psychiatrist, Irvin Yalom. Existential perspectives, and here & now process work make up the bulk of this course's content. Case studies from various Yalom texts will be reviewed and discussed in detail.

PSYCH 614 Religion & Psychology Seminar (3)
This course is a study of spiritual and religious experience utilizing psychological methods and theories, including a study of the integration of spirituality and psychology as seen in counseling practice. Topics include psychosocial development, death, conversion, mysticism, morality, guilt, mental health, wellness, coping, and counseling strategies.

PSYCH 615B Advanced Practicum in Multicultural Counseling Psychology (3)
Prerequisite: PSYCH 501, 531, 532, 610, and must have completed 23 hours of graduate level coursework
The practicum training program provides students hands on clinical experience, with a focus on multicultural psychotherapy theory and related interventions. During the course of the semester, practicum students will be expected to develop their skills on both a personal and professional level through individual supervision, discussing clinical cases and professional issues in the training seminar, and working with clients individually and in groups. Permission is required and arrangements must be made to obtain an approved practicum placement within the community. PSYCH 610 and 615 should be taken consecutive semesters.

PSYCH 617 Application of Mindfulness in Western Therapy (3)
Prerequisite: Graduate status.
This course provides a comprehensive introduction to the concept of mindfulness and its influence on Western Psychotherapeutic research and practice. It furthermore, reviews the historical and contemporary literature on the efficacy and effectiveness of mindful-based therapeutic approaches on the process and outcome of treatment. Cultural issues and limitations are also discussed.

PSYCH 650 Directed Research (3)
Prerequisite: PSYCH 501 and permission from instructor
This course involves hands on experience with the research process; from investigating research questions, writing literature reviews, designing studies and analyzing results, as well as interpreting results and discussing the related implications.

PSYCH 699b Comprehensive Exam (0)
Prerequisite: Permission of Department Chair and Advisor. Student must be in their final semester.

PSYCH 699a Thesis (1-6)
Prerequisite: PSYCH 501, PSYCH 650 and permission from instructor
This course requires hands on research experience where the student serves as the principle investigator. As principle investigator, the student is responsible for identifying an appropriate research question, drafting the literature review, designing and analyzing results, as well as interpreting results and the related implications.

PSYCH 715 Continuous Enrollment Research (1)
Course required for graduate-level students who no longer need courses, but must remain in continuous enrollment each semester until completion of exam, thesis, etc. Course does not count toward minimum requirements for graduation. P/NP

DEPARTMENT OF ENGLISH

CHAIR
Michael Grosso

FACULTY
Jennifer Chang, Edward Chong, Mark Glover, Vanessa Karam, Oscar Martinez, Scott Underwood

At University of the West, the Department of English is dedicated to offering students a unique learning experience. This experience introduces the rigorous study of English, challenging students to explore the dynamic relationship among literature, language, and culture. As a part of this exploration, the Department encourages students to engage in mindful and critical reflection on a wide range of themes, concepts, and ideologies inherent to the study of English. Its focus is on cultivating student response that demonstrates not only academic learning, but also a social awareness of cross-cultural perspectives. In this way, the program's approach to English supports the intellectual and personal development of its students. Its aim is to challenge students to engage in self-reflection via the study of English.

BACHELOR OF ARTS IN ENGLISH
The Department offers a Bachelor of Arts in English. This program invites students to explore the different ways in which the field of English has been studied. The degree is designed to present an integrated approach to the study of English – one that delves into the nature of language, in its literary and practical forms.

Course offerings in the program are intended to ensure that students
- Demonstrate a foundational knowledge of English through a selection of Literature and Languages courses;
- Apply critical reading approaches to produce multiple interpretations of the text;
- Discuss the role of the reader in the reading process;
- Demonstrate individual, cultural, and cross-cultural perspectives on canonical and noncanonical texts;
- Demonstrate individual, cultural, and cross-cultural perspectives on various language practices and experiences;
- Contextualize the study of English within a moral/intellectual approach to determine how the text presents lessons on character formation and development;
- Ground the study of English within a moral/intellectual approach to determine how the text presents messages on contemporary issues and concerns in the world;
- Develop language skills (e.g., critical thinking abilities and communication skills);
- Apply media and information literacy skills; and
- Demonstrate an understanding of the writing process: from the general principles of composition/argument to sophisticated methods of library research and research writing.

To graduate with a B. A. in English, students must complete a minimum of 120 semester units with a cumulative grade point average of a 2.0 or higher. (See Repetition of Course Policy.) These requirements include a minimum of 48 General Education units, of which 9 units must be at the upper-division level, and 42 units in the major, of which 36 must be at the upper-division level. Students may opt to take the remaining 30 units as course electives in any major or subject. A minimum of 30 units, including at least 24 upper-division units, must be completed at University of the West.

The degree in English provides a solid foundation of knowledge and skills for those who wish to pursue a graduate degree in English literature, linguistics, teaching English as a second language, or a related field. The major imparts the intellectual and analytical skills necessary to succeed in a variety of professions for which the major in English can provide excellent preparation, including law, administration, business, and teaching.

Program Design
At UWest, the B. A. in English is unique in that the program offers two areas of specialization from which students may choose. The Literature and the Language track present two methodologies for understanding how the English language has been described and analyzed in the discipline of English. Both tracks share an interest in cultivating academic inquiry and creative imagination. Courses press students to consider

different perspectives and to question their assumptions in order to promote reflective engagement with the text, with their peers and faculty, and with social issues and concerns of the day. In this way, each track not only introduces a body of knowledge particular to each field of English, but also challenges students to apply this knowledge to ethical dilemmas in the world as represented and discussed in literature and linguistics.

Before specializing in the Literature or the Language track, students enrolled in the major need to consult with an English faculty advisor regarding the completion of core lower- and upper-division units. (See the following pages for this information.) These courses, also consisting of literature and languages classes, provide a solid foundation in the study of English and prepare students to select a degree track. In the final year of the program, students conclude their studies with a capstone course that examines literary imagination and cultural identity in their linguistic construction.

Literature Track

The Literature track in the English program equips students with the reading, writing, and research methods for understanding, analyzing, and evaluating literature. The track introduces students to a survey of significant works in English and American literature. It provides an in-depth knowledge of literary genre, figures, and movements while presenting a variety of critical reading approaches (e.g., moral/intellectual, New Critical, historical, feminist, Marxist, reader response, etc.) for exploring the different traditions, experiences, and voices that make up literature.

As an integral component of these courses, the Literature track also prepares students to explore the complex representations of the human experience as presented in literary texts. The track implements a reflective approach to critical response, pressing students to consider the moral and ethical dilemmas demonstrated in key human issues in literature: love, death, work, the nature of good and evil, images of gender and family, immigration and civil rights, and the American dream. This approach is intended to extend student critical thinking skills regarding the text, its lessons on character development, and its thematic treatment of world issues.

Language Track

With an emphasis on the English language, the Language track provides students an overview of the field of linguistics. The track raises questions of how people use language and what they must know to do so. In this track, English is studied as a formal system and as a human and social phenomenon. Students become familiar with the tools and the methods of major linguistics fields and learn how they can be applied to matters of practical concern.

In accordance with the University's mission statement, the relationship between language and culture is highlighted and explored in the Language track. Students examine the historical, psychological, social, and political dimensions of language, language learning, and language use. Course offerings delve into the concerns and issues related to language: bilingualism, multilingualism, language varieties, language assessment, literacy, language pedagogy, second language acquisition, pragmatics, and language planning and policies. The Language track challenges students to reflect on the ways language is integrally tied to power, culture, and identity.

Repetition of Course Policy

While students at UWest are expected to maintain a cumulative grade point average of a 2.0 or better, they are required to repeat a course or courses (up to 16 units) within the major if they receive a grade lower than a C-. Repeating a course more than once requires approval by the Coordinator of the Bachelor of Arts in English. Repetition of courses is restricted for courses completed with a C- or better.

General Education Requirements (6 units):

All students majoring in English must complete the following courses in the Humanities (Literature) section of General Education:

LIT 101 Introduction to American Literature (3)
LIT 301 Advanced Composition (3) or
LIT 302 Creative Writing (3)

(For all other General Education Requirements, see the General Education section in this catalogue.)

Bachelor of Arts in English Requirements (42 units)

Shared Lower Division (6 units)

ENGL 201 Introduction to Literary Studies (3)
LANG 220 Structure of Modern English (3)

Goals:
Students will be introduced to the foundational theories, concepts, and methods of analysis to understand the art and the use of the English language. This set of courses prepares students for the shared upper-division units in the major.

Student Learning Outcomes:
Upon completion of these courses, students will be able to:
a) Describe the characteristics of fiction, drama, and poetry;
b) Apply literary terminology and critical reading approaches to works of literature;
c) Address questions on theme and voice in literature;
d) Complete literary research using the conventions of writing in the discipline;
e) Identify the differences between descriptive and prescriptive approaches to language use;
f) Recognize the difference between standard and nonstandard and grammatical and nongrammatical language use; and
g) Analyze the English language in terms of its grammar, morphology, syntax, and meaning and context.

Shared Upper Division (12 units)

To continue progressing through the B. A. in English, students must take a selection of courses listed under sections A, B, and C. (See below.)

A. LIT: Take the following two courses.
ENGL 300A English Literature I (3)
ENGL 300B English Literature II (3)

B. CRIT: Choose at least one course.
ENGL 340 Literary Theory and Criticism (3)
ENGL 345 Critical Reading, Writing, and Analysis of Literary Forms (3)

C. LANG: Take the following course below.
LANG 301 Introduction to Linguistics (3)

Goals:
Students will build on the knowledge, perspectives, and skills learned in their lower-division courses to broaden their understanding of English literature and the English language. The courses in this section prepare students to select a degree track in the English program.

Student Learning Outcomes:
Upon completion of these courses, students will be able to:
a) Relate a succession of British and American writers and their works to historical contexts and literary movements;
(b) Identify, define, and compare and contrast the characteristics of individual authors or literary movements;
(c) Discuss literary works in terms of their ideological factors (e.g., class, race, ethnicity, gender, etc.);
(d) Learn critical perspectives and theories used to discuss literature;
(e) Evaluate different ways of reading and writing about literature;
(f) Apply literary theory to works of literature;
(g) Identify and define various branches of linguistics;
(h) Demonstrate a knowledge of key terms and concepts in linguistics; and
(i) Relate course concepts to personal language learning experiences.
b) Identify, define, and compare and contrast the characteristics of individual authors or literary movements;

c) Discuss literary works in terms of their ideological factors (e.g., class, race, ethnicity, gender, etc.);
d) Learn critical perspectives and theories used to discuss literature;
e) Evaluate different ways of reading and writing about literature;
f) Apply literary theory to works of literature;
g) Identify and define various branches of linguistics;
h) Demonstrate a knowledge of key terms and concepts in linguistics; and
i) Relate course concepts to personal language learning experiences.

Choose either the Literature Track or the Language Track.

Literature Track (15 units)

Students who opt to take the Literature Track in the English program must complete a selection of courses from sections A, B, and C. (See below.)

A. Literary Genre: Choose at least one course.
ENGL 315 Reading Poetry (3)
ENGL 320 Reading Drama (3)
ENGL 325 Reading Fiction (3)

B. Literary Figures and Historical Periods: Choose at least two courses.
ENGL 445 Chaucer and the English Medieval Period (3)
ENGL 460 Romanticism (3)
ENGL 470 Studies in Contemporary Literature (3)
ENGL 475 Shakespeare: Selected Plays (3)

C. The American Experience: Choose at least one course.
ENGL 480 Literature of the United States I (3)
ENGL 481 Literature of the United States II (3)
ENGL 482 Minority Voices and Diversity in American Literature (3)

Goals:
Students will deepen their knowledge and understanding of literary genres, figures, and movements in British and American literature. Like other courses in the program, the track continues to present a selection of canonical and noncanonical texts to demonstrate the diverse voices that have contributed to literature.

Student Learning Outcomes:
Upon completion of these courses, students will be able to:
a) Evaluate different genres of literature using key concepts for understanding the text;
b) Learn the different literary forms that make up each genre;
c) Explain the important contributions of two literary figures;
d) Discuss the sociopolitical conditions surrounding the works of two literary figures and historical movements;
e) Identify, define, and compare and contrast the style and themes of individual writers within a historical movement or literary traditions;
f) Analyze and evaluate the work of Asian-American, African-American, Jewish, Latino, etc. writers; and
g) Discuss issues having to do with canon formation, the American dream, gender, equality, ethnicity, globalization, immigration, multiculturalism, race, and religion.

Capstone for Literature Track:

ENGL 490 Writing American Historical Memory and the Immigrant Experience (3)

Goals:
Students will apply the knowledge they have acquired in their lower- and upper-division courses and in the Literature track to read, interpret, analyze, and evaluate the work of minority and immigrant authors. The course prepares students to matriculate to the comprehensive capstone for the English major.

Student Learning Outcomes:
Upon completion of this course, students will be able to:
a) Discuss how the American identity is influenced by gender, social, economic, and political factors;
b) Understand literature as a means for documenting histories and memories;
d) Identify and discuss how the immigrant narrative is a defining story or model of American culture.

Language Track (15 units)

Like the students on the Literature Track, students on the Language Track must complete a selection of courses from sections A and B. (See below.)

A. Theoretical Linguistics: Choose at least two courses.
LANG 350 Phonology (3)
LANG 370 Semantics and Pragmatics (3)
LANG 390 Morphology and Syntax (3)

B. Applied Linguistics: Choose at least two courses.
LANG 410 Sociolinguistics: Varieties of English (3)
LANG 450 History of the English Language (3)
LANG 470 Multilingualism (3)
TESOL 400 Foundations of Teaching English to Speakers of Other Languages (3)

Goals:
Students will expand their knowledge of English and the English language, examining the different aspects of theoretical and applied linguistics. The track introduces the theories, concepts, perspectives, and methods languages have been studied and analyzed.

Student Learning Outcomes:
Upon completion of these courses, students will be able to:
a) Identify and define the basic tools and concepts for studying sound patterns, the meaning of and relationship between words, the social context of language, structural grammar and the structure of sentences;
b) Discuss the linguistic features of different varieties of English in the U.S.;
c) Identify and explain the general features of Old, Middle, Early Modern, and Modern English;
d) Explain the social and historical contexts for language change;
e) Demonstrate an understanding of linguistic diversity;
f) Address the political, social, educational, and moral questions and issues that relate to language diversity in the U.S.; and
g) Explain theories of language acquisition and approaches to language teaching.

Capstone for Language Track:

LANG 490 Language, Power and Identity (3)

Goals:
Students will apply the knowledge they have acquired in their lower- and upper-division courses and the Language track to examine how individuals, groups, and institutions use language. The course prepares students to matriculate to the comprehensive capstone for the English major.

Student Learning Outcomes:
Upon completion of the course, students will be able to:
a) Discuss how language constitutes social and political power;
b) Explain the way media, organizations, and education reflect and influence ideological values and beliefs on the use of language;
c) Demonstrate an understanding of how ideological factors (e.g., race, ethnicity, class, gender, etc.) shape language use and perceptions of language use; and
d) Contextualize the language of minorities and immigrant speakers within a discussion on dominance and difference and "official language" politics.

Electives for Both Tracks:
All students in the program must take at least one elective course from sections A and B. (See below.)

A. East-West: Take at least one course.
ENGL 336 Asian American Writers (3)
ENGL 426 Depictions of Asia in English Literature (3)

B. Special Interest: Choose at least one course from the following or other upper-division ENGL or LANG courses not otherwise taken.
ENGL 326 Women Writers (3)
ENGL 425 History of the English Novel (3)
ENGL 465 Prose and Poetry of the Victorian Age (3)
ENGL 340 Language and Literature (3)

Goals:
Students will delve further into additional literary topics, historical movements, and genre forms. These courses extend foundational knowledge in English along with other offerings in the major.

Student Learning Outcomes:
Upon completion of these courses, students will be able to:
a) Analyze the writings of Asian-American authors, exploring the breath of those writings from an artistic and a historical perspective;
b) Evaluate the representation of Asia in British and American literature;
c) Recognize the breadth, variety, and remarkable contribution that women writers have made to literature;
d) Discuss the implications of race and gender in themes and styles of writing;
e) Explain the nature of and history of a literary genre like the novel or a historical period like Victorian age; and
f) Examine the literary uses of language.

Comprehensive Capstone for the Bachelor of Arts in English (Both Tracks) (3 units)

ENGL 495 Writing Culture: Literary Imagination and Cultural Identity (3)

Goals:
Students will apply the foundational theories, concepts, perspectives, and methods presented in the English program to analyze and evaluate the use of language in works of literature. The course challenges students to think comprehensively on the nature of language as an expression of literary imagination and as a reflection of cultural identity.

Student Learning Outcomes:
Upon completion of this course, students will be able to:
a) Discuss the diverse ways in which literature allows writers to explore, challenge, and reformulate definitions of identity;
b) Examine the ways in which language reflects personal identity and the imagination and speaks culture;
c) Explain how language use in literature is a form of political resistance, empowerment, and identity; and
d) Complete independent study/research to compose a senior thesis.




COURSE DESCRIPTIONS: DEPARTMENT OF ENGLISH

English B.A.
General Education Prerequisite Courses for the English major
(For other General Education courses, see the General Education section of this catalogue.)

LIT 101 Introduction to American Literature (3)
Prerequisite: None.
An introduction to the influential writings of American Literature from 1800 to the present.

LIT 301 Advanced Composition (3)
Prerequisite: ENGL 101 or consent of instructor.
Intensive practice in writing expository prose with an emphasis on written response to literature. Aims to help the writer develop to a high degree, clarity of purpose, logical development of ideas, effective argument, and precision of linguistic expression.

LIT 302 Creative Writing (3)
Prerequisite: ENGL 101 required. Also LIT 101 or ENGL 201 or consent of instructor.
Explores the role of author and audience in the process of interactive narrative, poetry, and drama. Narrative, poetic, and dramatic issues such as, theme, character conflict, imagery, rhyme, meter, plot, and others are explored through reading, writing, and analysis of short stories, poems, and dramatic works. Students search for an interactivity that allows the artist to engage active readers while cultivating a unique voice.

Courses in the English Major

ENGL 201 Introduction to Literary Studies (3)
Prerequisite: None.
Introduction to literary research, and training and practice in the examination of literary texts from various theoretical and critical approaches. Coursework includes poetry, fiction, and drama and emphasizes close reading skills as students develop effective strategies for critical thinking and writing about literature.

ENGL 300A English Literature I (3)
Prerequisite: ENGL 101, ENGL 201.
Study of the most important works and authors in English literature before 1800, including Chaucer, Shakespeare, Marlowe, Milton, Pope, and Swift viewed in relation to the background of their time.

ENGL 300B English Literature II (3)
Prerequisite: ENGL 101, ENGL 201.
Study of several major writers of English literature since 1800, chosen from such writers as Wollstonecraft and Blake in the 18th century; Mary Shelley, Wordsworth, Coleridge and Keats in the Romantic Period; Emily Bronte, Dickens, Browning and Hardy in the Victorian Era.

ENGL 315 Reading Poetry (3)
Prerequisite: None.
Study of critical issues (metrics, diction, figurative language, symbolism, irony and ambiguity, form and structure) and aesthetic issues, including evaluative criteria, followed by close critical analysis of a selection of representative poems.

ENGL 320 Reading Drama (3)
Prerequisite: None.
Examination of representative plays; readings may range from Greek to modern drama. Emphasis on critical approaches to dramatic text; study of issues such as plot construction, characterization, special uses of language in drama, and methods of evaluation.

ENGL 325 Reading Fiction (3)
Prerequisite: None.
Introduction to prose narrative, its techniques and forms. Analysis of short and long narratives and of critical issues such as plot, characterization, setting, narrative voice, and realistic and nonrealistic forms.

ENGL 326 Women Writers (3)
Prerequisite: ENGL 201.
Examination of literature by women and their tradition in English. Survey of literary works by women writers with emphasis on roles of women, portrayal of nature and society, and evolution of forms and techniques in writing by American women.

ENGL 336 Asian American Writers (3)
Prerequisite: ENGL 201.
Examines literary styles, themes, and topics of representative Asian-American authors. Discusses the interaction and mutual influence between Asian-American writers and American culture, society, and politics at large. May include drama, poetry, short stories, and the novel.

ENGL 340 Literary Theory and Criticism (3)
Prerequisite: ENGL 201.
Survey of the history and development of literary criticism from Aristotle's Poetics to twentieth-century theories such as New Criticism, Structuralism, Deconstruction, Psychoanalysis, Feminism, and Post-colonialism.

ENGL 345 Critical Reading, Writing, and Analysis of Literary Forms (3)
Prerequisite: LIT 301, ENGL 201.
Introduction to the theory and practice of literary analysis. Examination of the concept of literary tradition; consideration of research methods; application of critical theory to textual analysis and the writing of literary criticism.

ENGL 425 History of the English Novel (3)
Emphasizing form, this course examines the development of the English novel from its beginnings to the present day.

ENGL 426 Depictions of Asia in English Literature (3)
Prerequisite: ENGL 201. Recommended: ENGL 340.
Examines and analyzes the various depictions of Asia and Asians in British and US literature with an emphasis on Post-colonial and Feminist criticism.

ENGL 445 Chaucer and the English Medieval Period (3)
Prerequisite: ENGL 201. Recommended: ENGL 315, LANG 450.
Study of Chaucer's language, versification, and historical and literary background, including analysis and discussion of the major works such as, The Canterbury Tales and, Troilus and Criseyde as well as a selection of his minor works.

ENGL 460 Romanticism (3)
Prerequisite: ENGL 201, LIT 301. Recommended: LANG 340.
Intensive study of the works of early Romantic writers such as Blake, Wollstonecraft, W. Wordsworth, Coleridge, and Austen, with collateral readings from such authors as Godwin, Burke, Paine, Radcliffe, Burns, Southey, D. Wordsworth, Lamb, and Scott; and a study of later Romantic writers such as Byron, Keats, Percy Shelley, and Mary Shelley.

ENGL 465 Prose and Poetry of the Victorian Age (3)
Prerequisite: ENGL 201. Recommended: ENGL 315, LANG 340.
Study of early and late poetry and prose of the Victorian age. This course examines Victorian literature from the passage of the first Reform Bill through the high Victorian period, including such authors as Tennyson, Browning, Arnold, and Mill; further study will include later Victorian prose and poetry from Pre-Raphaelitism through the aesthetic and decadent movements, along with other intellectual trends, including such authors as Hopkins, Hardy, Wilde, and Yeats.

ENGL 470 Studies in Contemporary Literature (3)
Prerequisite: ENGL 201, LIT 301.
Study of drama, fiction, nonfiction, prose, and poetry by selected British and American writers of the 20th and 21st centuries.

ENGL 475 Shakespeare: Selected Plays (3)
Prerequisite: ENGL 201, ENGL 300A. Recommended: LANG 340.
A close textual study of selected comedic and tragic plays by William Shakespeare. Sheds light on the prescribed plays in reference to time period, dramatic structure and the genius of the bard himself.

ENGL 480 Literature of the United States I (3)
Prerequisite: ENGL 201, LIT 301. Recommended: LANG 340.
Survey of the literature of the United States from Colonial literature through 1914, including fiction, nonfiction, prose, and poetry from the Puritans through American Romanticism and the American Renaissance. This course will include writings from Irving, Cooper, Melville, Poe, Whitman, and Dickinson, to name but a few.

ENGL 481 Literature of the United States II (3)
Prerequisite: ENGL 201, LIT 301. Recommended: LANG 340.
Survey of the literature of the United States from 1914 to the emergence of Postmodernism, including all major literary genres. This writings of authors such as Pound, Eliot, Hughes, Frost, Cather, O'Neill, Fitzgerald, and Faulkner.

ENGL 482 Minority Voices and Literary Diversity in American Literature (3)
Prerequisite: ENGL 201. Recommended: LANG 410.
Intensive study of literature which reflects diversity, especially of race, gender, sexual orientation, and culture in the United States. Study of literary texts produced by people from different ethnic backgrounds living in the U.S. and providing comparative cultural perspectives on living in a multiethnic society. Topics include labor and literature; identity, visions of 'America'; immigration, migration, and exile; autobiography and historical change. Themes are related to such persistent problems as generational differences, gender politics, and interethnic encounters.

ENGL 490 (LIT Capstone): Writing American Historical Memory and the Immigrant Experience (3)
Prerequisite: Successful completion of a minimum of 9 units in the Literature track.
A comparative study of the American immigrant experience designed to integrate the knowledge of literary history, criticism, and literary forms that students have gained from other literature courses in the major. Through a multiplicity of cultural perspectives and literary narratives, this course explores American literature as a powerful venue for documenting our histories, memories, and families. This course will focus on the immigrant experience in America by addressing the issues of assimilation, exclusion, acculturation, Americanism, ethnicity, monolingualism, and multiculturalism through the close textual reading of a selection of literary forms such as autobiographies, plays, poems, short stories, novels, essays, and biographies. In reading a variety of literatures, students will be encouraged to draw upon their accrued knowledge and experience with the study of literature and its forms in order to examine and ultimately reflect on the dynamics of American society in relation to immigration and ethnicity, both old and new.

ENGL 495 Writing Culture: Literary Imagination and Cultural Identity (Comprehensive English Capstone) (3)
Explores the relationship between language, literature, and culture, specifically the ways in which literature represents, expresses and defines the perception/reception of culture through its linguistic construction. Central to the course is the question: Does culture speak language or does language speak culture? In answering this question, students draw upon their background in English linguistic and literary theory as they study a variety of texts from across genres, cultures and literary history.
Topics include the politics of language and the role non-standard English plays as a form of resistance, power/empowerment and an assertion of cultural identity through the use of vernacular, paralinguistic, colloquial, pidgin/hybrid, idiomatic and slang expressions that are perceived as 'culturally' specific. Examples may be drawn from the writings of Twain, Joyce, Kingston, Tan, Faulkner, Williams, and others.

LANG 220 Structure of Modern English (3)
Prerequisite: None.
The grammar and usage of contemporary English, with emphasis on morpho-syntactical description and analysis of Standard English.

LANG 301 Introduction to Linguistics (3)
Prerequisite: LANG 220.
An introduction to linguistics, the scientific study of human language, with a focus on English. Considers languages as structured systems of form and meaning, with attention also to the biological, psychological, cultural, and social aspects of language and language use.

LANG 340 Language and Literature (3)
Prerequisite: ENGL 201; Recommended: LANG 301.
Examines the literary uses of language. Topics include poetic language and meter, poetic language and syntax, and literature and cognitive metaphor, and the representation of speech and thought through fictional narrative. Includes the relationship between syntactic patterning and the author's world-view, the social conventions surrounding literary utterances, and issues of literature and translation.

LANG 350 Phonology (3)
Prerequisite: LANG 301.
A study of sound patterns and word-formation rules with an emphasis on how the sound system of English is structured and how and why it differs from other languages. Course includes practice in phonological analysis, issues of pronunciation and prosody.

LANG 370 Semantics and Pragmatics (3)
Prerequisite: LANG 301. Recommended: LANG 220.
With an emphasis on English, a look at how language provides words and idioms for fundamental concepts and ideas (lexical semantics), how the parts of a sentence are integrated into the basis for understanding its meaning (compositional semantics), and the role of context in assessing meaning.

LANG 390 Morphology and Syntax (3)
Prerequisite: LANG 301.
Studies how words are internally structured and how word formation takes place. Looks at the phrase structure properties of English, the different properties of main and embedded clauses, and movement operations. Also includes the effects that some morphological processes have on syntax.

LANG 410 Sociolinguistics: Varieties of English (3)
Prerequisite: LANG 201.
With an emphasis on English in America, students examine the place of language in society and how the divisions of societies into social classes, ethnic, religious and racial groups are mirrored by linguistic differences. Includes the way language is used differently by men and women, and the interaction between language and politics.

LANG 450 History of the English Language (3)
Prerequisite: ENGL 201, LANG 301. Recommended: LANG 220.
A study of the kinds of change which languages may undergo as an aid to understanding present-day pronunciation, spelling, word formation, grammar and usage in English. Covers the nature and motivation of linguistic evolution, and the methods by which unattested early stages of known languages may be reconstructed. Guided linguistic analysis of literary examples from Old, Middle, and Modern English.

LANG 470 Multilingualism (3)
Prerequisite: LANG 201.
Examines questions such as how two or more languages exist in an individual mind and how bilinguals decide when to switch from one language to the other. Topics range from language contact phenomena (language change, pidgins and creoles) to issues of language politics.

LANG 490 Capstone: Language, Power and Identity (3)
Prerequisite: Successful completion of a minimum of 9 units within the Language track.
American English, its role in American history and such institutions as schools, corporations, government and the media is put into relation to the other languages of America, Native American as well as languages of immigrants and minorities. Topics may include mutual linguistic influence, social pressure and stratification, acculturation, language maintenance and language planning, and the "official language" debate.

TESOL 400: Foundations of Teaching English to Speakers of Other Languages (3)
Prerequisite: LANG 220 or consent of instructor.
Introduces students to theories of language acquisition and methodological approaches to language teaching. Students learn how to plan a lesson, design language learning activities, and assess student learning. Includes mentored practice teaching in UWest ESL Program.

University of the West • 2011-2012

DEPARTMENT OF RELIGIOUS STUDIES

CHAIR
Kenneth A. Locke

FACULTY
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The study of religion offers a deep and fascinating exploration into humanity's search for meaning. Even in this secular age all individuals are sooner or later faced with questions about their existence. Does life have meaning? Is there an answer to suffering? What is good? Humanity's attempts to address these questions have left a deep mark on human history and civilization. Even today it is nearly impossible to understand human desires and cultures without reference to the religious traditions that influenced them. Through the study of religion students acquire a deeper understanding of ideas, beliefs and concerns that have influenced and continue to influence human existence.

The appreciation of religious diversity and open academic inquiry is a hallmark of the Department of Religious Studies. The Department is dedicated to fostering an environment that furthers religious understanding between East and West. Students from all religious persuasions (or no religious persuasion) are encouraged to enroll and to bring their own unique and enriching perspective to the study of religion.

Religious Studies at University of the West offers students the unique opportunity not only to academically study Buddhism and the world's religions, but to explore whether these religions' beliefs, histories and concerns offer insight into or guidance for the current human dilemma. Students who complete the Religious Studies programs will be able to

- Summarize and explain the central teachings of Buddhism and the major world religions;
- Comprehend the nature of and engage in the academic study of Buddhism and the world's religion;
- Explain the individual, cultural, and cross-cultural perspectives that shape Buddhism's and the world's religions' teachings and history;
- Contextualize the study of Buddhism and the world religions within a moral/intellectual framework that explores religious teachings on character formation and development;
- Determine whether or how Buddhism's and the world religions' teachings are relevant to issues and concerns in the modern world.

MASTER OF ARTS IN RELIGIOUS STUDIES

The Master of Arts in Religious Studies offers students two areas of concentration: Buddhist Studies and Comparative Religious Studies. Students in the graduate program in Buddhist Studies are expected to acquire a critical appreciation and mastery of Buddhist thought and traditions and an increased familiarity with non-Buddhist traditions and contemporary critical theory. Students in the Comparative Religious Studies concentration are required to be familiar with contemporary critical theory in the academic study of religion and the doctrines of different religious belief systems, including a working knowledge of at least two major religious traditions.

Admission Requirements for the Master's Program

1. A B.A. in Religious Studies, Theology, Philosophy or equivalent from an accredited university. Students with a different B.A. must have fulfilled (or must fulfill at the beginning of their M.A. studies) the following undergraduate prerequisites: REL 201 Religions of the East, REL 202 Religions of the West, REL 300 Dimensions of Religion, and REL 301: Fundamentals of Buddhism;
2. An official transcript from the institutions/universities where highest degree awarded or last attended;
3. Copy of diplomas for all degrees earned;
4. Where such a degree is not in the field of religion, proof of a comprehensive knowledge of the fundamentals of Buddhism and/or the religions chosen for comparative study. For this purpose, the candidate may be required to take designated foundational courses outside doctoral course work or take a comprehensive examination.
5. Verification of English proficiency (for International Students or non-native English-speaking students)
    - Official TOEFL score report with a minimum score of 79 on Internet Based Test (IBT), 213 on the Computer Based Test (CBT) or 550 on the Paper Based Test (PBT). This is applicable only to international students who were educated at institutions where English was not the main language of instruction. In general, all international applicants admitted to the program will also be required to take the English Placement Test administered by the ESL / Academic English Program.
    - or; official IELTS score report with a minimum score of 6.0. This is applicable only to international students who were educated at institutions where English was not the main language of instruction. In general, all international applicants admitted to the program will also be required to take the English Placement Test administered by the ESL / Academic English Program.
    - Applicants who are not international students and whose native language is not English are required to take an English Placement Test administered by the ESL / Academic English Program.
    - Based on their score on the English Placement Test, students may either enter their degree program directly or be required to further improve their English skills by enrolling in Academic English courses, such as ENGL 100A, English 100B, or other suitable courses. These students usually may concurrently enroll in two courses in their major according to departmental advisement.
    - Students with three or more years of successful participation in a college or university academic program where English was the main language of instruction are not required to submit a TOEFL score, IELTS score or take the English Placement Test.
6. Three letters of recommendation written by people qualified to assess the applicant's abilities and academic promise. Letters are to be sent by those making recommendations directly to the Office of Admissions.
7. A typed, double-spaced essay of 400-500 words in English, written by the applicant describing his/her personal goals and aspirations, achievements, educational and career objectives and stating how enrollment at the University of the West would further those objectives.
8. A non-refundable application fee of $100;
9. Completed Financial Sponsor Agreement or Certification of Financial Resources with an official Bank Verification (international students only);
10. Copies of Passport/Visa/I-94 (international students only);
11. Copies of previous I-20 (transferring international students only).

Graduation Requirements for the M.A. in Religious Studies

1. Completion of 33 semester units, including at least 27 units at the University of the West, with an overall grade point average of 3.0 or higher. Letter grades are required in all courses with the exception of the following, which are graded Pass/No-Pass: Directed Reading and Research (REL 499 and REL 599), the Comprehensive Examination (REL 699), and the Thesis (REL 700).
2. Language Requirement:
    - Concentration in Buddhist Studies:
      6 units in a language associated with Buddhist Canonical literature (i.e. Canonical Chinese, Pali, Sanskrit, or Tibetan) are required for the Master of Arts in Buddhist Studies. These 6 units should be completed within the first year of coursework. Language courses below the 500 level are not counted as part of the required 33 semester units. Students who already possess reading proficiency in these languages can take a special written examination to fulfill the language requirement.
    - Concentration in Comparative Religious Studies:
      6 units in a research language associated with religious studies (e.g. German, French) are required for the Master of Arts in Comparative Religious Studies. These 6 units should be completed within the first year of coursework. Language courses below the 500 level are not counted as part of the required 33 semester units. Students who already possess reading proficiency in these languages can take a special written examination to fulfill the language requirement.
3. Research Training: Successful completion of a thesis or comprehensive examination. Candidates for the Master of Arts in Religious Studies may elect to complete a Thesis (Plan One) or a Comprehensive Examination (Plan Two).
    - Thesis (Plan One)
      Students who elect Plan One must enroll in REL 700 (Thesis Research) at the outset of the semester in which they intend to write their thesis and submit a thesis on a research subject agreed to with the professor who has consented to supervise the project. The thesis proposal must be at least 250 words in length and must include the title and abstract of the subject with a list of bibliographical sources. The Master's candidate must have a Thesis Committee composed of three faculty members

(including the student's advisor) approved by the Dean of Academic Affairs in consultation with the student prior to the end of the semester during which the thesis class is taken.

- Comprehensive Examination: Terminal Degree (Plan Two)

The Comprehensive Examination consists of a written set of four questions that are given to the student by an instructor of REL 699 at the beginning of the student's final semester. The student is required to enroll in REL 699 (Comprehensive Examination Research) and to submit the completed examination to the student's M.A. Committee three weeks before the end of the semester in which they intend to graduate. The M.A. Committee must include at least two faculty members, including the instructor of 699, and be approved by the instructor of 699 in consultation with the student. Students may be required to defend their examination answers orally before the M.A. Committee.
Note: Students who complete the Comprehensive Examination rather than a Thesis cannot progress to the Doctoral Program in Religious Studies.

Residence Requirement
After finishing all course work, but before completing the Comprehensive Examination, a student must keep his or her registration active by paying the registration and library fees until the degree is granted. Failure to maintain registration may interfere with residence requirements and may result in having to repeat REL 699 or 700.

Course Requirements for the Master of Arts in Religious Studies

Core Courses (6 units) (to be taken during the first two semesters):

REL 600 History and Theory of the Study of Religion (3)
REL 601 Seminar on Historical and Textual Methodologies (3)

Goals:
Students will acquire knowledge of the tools and theories used for the advanced academic study of religion.

Student Learning Outcomes:
Students will be able to do the following:
a) Explain and apply different theories of religion to their academic studies;
b) Be able to discuss and understand the complex issues raised by the questions "What is History?" and "What is a Text?"
c) Comprehend the nature of and engage in academic research.
d) Describe the limits of human knowledge and what this means for the human quest for meaning.

Language (6 units)
Students must begin fulfilling their language requirement within their first year of coursework or as soon as the relevant courses are offered.

Goals:
Students will acquire basic working knowledge of a Buddhist canonical language..

Student focused on Comparative Religious Studies will acquire intermediate knowledge of a research language. They will also gain basic knowledge of a second language.

Student Learning Outcomes:
- Students focused on Buddhist Studies will be able to do the following:

a) Express basic understanding of the grammar, script, and vocabulary of one of the four Buddhist canonical languages.
b) Be able to read easier Buddhist texts with the help of a dictionary.
- Students focused on Comparative Religious Studies will be able to do the following:

a) Express a basic understanding of the grammar, script, and vocabulary of the chosen research language;
b) Be able to read easier texts in the chosen research language with the help of a dictionary.

Additional Course Requirements (24 units)
Note: These courses are to be chosen by the M.A. student in consultation with Director of the MA Program.

- Concentration in Buddhist Studies:

Students must complete 21 units of course work in Buddhism. Students must also complete 3 units in Comparative Religious Studies.

Goals:
Students will acquire deeper knowledge of Buddhist thought, texts and history and comparative religious issues.

Student Learning Outcomes
Students will be able to do the following:
a) Express detailed knowledge of an aspect of Buddhist thought;
b) Outline and critically evaluate select Buddhist texts;
c) Summarize critically a topic in Buddhist history;
d) Critically summarize a detailed topic in Comparative Religious Studies.
e) Relate at a graduate level Buddhist teachings to modern questions of human nature and character development.
f) Explain whether and/or how Buddhist insights may be applicable to the modern world.

- Concentration in Comparative Religious Studies:

Students must complete 21 units of course work in Comparative Religious Studies.
Students must also complete 3 units of course work in Buddhist Studies.

Goals:
Students will acquire deeper knowledge of key issues in Comparative Religious Studies.

Student Learning Outcomes:
Students will be able to do the following:
a) Express detailed knowledge of a number of issues in Comparative Religious Studies;
b) Critically summarize a detailed topic in Buddhist Studies.
c) Relate at a graduate level religious concerns to modern questions of human nature and character development.
d) Explain whether and/or how religious insights may be applicable to the modern world.

Thesis or Comprehensive Examination (3 units)

REL 700 Thesis Research (at least 3 units)
OR
REL 699 Comprehensive Examination (3 units)

Goals:
Students will be able to undertake intermediate graduate level research and writing.

Student Learning Outcomes:
Students engaged in Thesis Research will able to do the following:
a) Choose and properly research an academic topic at the MA Thesis level.
b) Correctly utilize academic research tools and express their findings in an acceptable style of academic writing.
c) Correctly follow the rules of formatting, including proper thesis structure and the correct use of citation and bibliographic conventions.
Students taking the Comprehensive Examination will be able to do the following:
a) Properly research answers to four given questions.s
b) Express their answers to these questions in an acceptable style of academic writing;
c) Correctly follow the rules of formatting, including proper thesis structure and the correct use of citation and bibliographic conventions.

DOCTOR OF PHILOSOPHY (Ph. D.) IN RELIGIOUS STUDIES

The University offers two doctoral programs:

(1) Doctor of Philosophy (Ph.D.) in Religious Studies with an emphasis in Buddhism: This is for advanced research students specializing in the comparative study of Buddhism in relation to another religion, or the intensive study of an aspect of Buddhism, leading to a dissertation. The Ph.D. in Religious Studies is a research degree that prepares students to work at the university level. Research, writing and lecturing skills are developed to the level necessary to participate in professional academic discourse.

(2) Doctor of Philosophy (Ph.D.) in Religious Studies with an emphasis in Comparative Religions: This is for advanced research students specializing in the comparative study of Religions. It prepares students to work at the university level. Research, writing and lecturing skills are developed to the level necessary to participate in professional academic discourse.

A doctoral degree is awarded on the basis of evidence that the recipient possesses knowledge of a broad field of learning and expert mastery of a particular area of concentration within it.

Admission Requirements for the Doctoral Programs

1. A B.A. in Religious Studies, Theology, Philosophy or equivalent from an accredited university. If the B.A. is in a different field, the student must have at least an MA in Religious Studies, Theology Philosophy or equivalent. If neither criteria can be met, the student cannot be admitted into the Ph.D. program. Student may be admitted into the M.A. programs, but must then meet the M.A. admission requirements.
2. An official transcript from the institutions/universities where highest degree awarded or last attended;
3. Copy of diplomas for all degrees earned;
4. Verification of English proficiency (for International Students or non-native English-speaking students)
    - Official TOEFL score report with a minimum score of 79 on Internet Based Test (IBT), 213 on the Computer Based Test (CBT) or 550 on the Paper Based Test (PBT). This is applicable only to international students who were educated at institutions where English was not the main language of instruction. In general, all international applicants admitted to the program will also be required to take the English Placement Test administered by the ESL / Academic English Program.
    - or; official IELTS score report with a minimum score of 6.0. This is applicable only to international students who were educated at institutions where English was not the main language of instruction. In general, all international applicants admitted to the program will also be required to take the English Placement Test administered by the ESL / Academic English Program.
    - Applicants who are not international students and whose native language is not English are required to take an English Placement Test administered by the ESL / Academic English Program.
    - Based on their score on the English Placement Test, students may either enter their degree program directly or be required to further improve their English skills by enrolling in Academic English courses, such as ENGL 100A, English 100B, or other suitable courses. These students usually may concurrently enroll in two courses in their major according to departmental advisement.
    - Students with three or more years of successful participation in a college or university academic program where English was the main language of instruction are not required to submit a TOEFL score, IELTS score or take the English Placement Test.
5. Three letters of recommendation written by people qualified to assess the applicant's abilities and academic promise.Letters are to be sent by those making recommendations directly to the Office of Admissions.
6. A typed, double-spaced essay of 400-500 words in English, written by the applicant describing his/her personal goals and aspirations, achievements, educational and career objectives and stating how enrollment at the University of the West would further those objectives.
7. Copy of MA Thesis (Only applicable to students who have completed an M.A. in Religious Studies, Theology, Philosophy or equivalent).
8. A non-refundable application fee of $100;
9. Completed Financial Sponsor Agreement or Certification of Financial Resources with an official Bank Verification (international students only);
10. Copies of Passport/Visa/I-94 (international students only);
11. Copies of previous I-20 (transferring international students only).

Admission will be on the basis of an evaluation of academic records, the essay and letters of recommendation by the Admission Committee consisting of the Dean of Academic Affairs, the Chair and/or Assistant Chair of Religious Studies, and the Office of Admissions.

Graduation Requirements for the Doctoral Programs

1) A minimum of 63 post-baccalaureate semester units in graduate courses as specified for each candidate by the Doctoral Committee appointed by the Dean of Academic Affairs; no more than 30 semester units in graduate courses may be transferred from another recognized university; for course and distribution requirements, see Section 6 below;
2) Fulfillment of the language requirements;
3) A minimum grade point average (GPA) of 3.0;
4) A Pass (P) in the Preliminary Examination on the student's mastery of fundamental knowledge of the discipline when he/she has completed 18 units of doctoral course work;
5) A Pass in the Candidacy Examination, taken when the student has completed a minimum of 51 units of doctoral course work;
6) A research dissertation demonstrating critical judgment, intellectual synthesis, creativity, and skill in written communication.

Progress through the doctoral program is determined both by course work and by the successful completion of Preliminary, Candidacy and qualifying examinations. As a means of tailoring the program to the needs and interests of individual students, the number and content of these examinations will be personally determined for each student on an individual and ongoing basis by the Doctoral Committee. Failure to successfully complete any qualifying examination after two attempts in a row may result in termination of the student's enrollment in the program.

Important Note:
Prior to the beginning of the semester in which an advanced degree is to be conferred, the student must have advanced to candidacy for that degree and should have received formal notice confirming candidacy from the Dean of Academic Affairs. The student should consult the departmental graduate advisor to determine which degree requirements, if any, have not yet been satisfied.

Doctor of Philosophy (Ph.D.) in Religious Studies

The Doctor of Philosophy (Ph.D.) in Religious Studies is an advanced research degree meant for those specializing in the comparative study of Buddhism in relation to another religion or the intensive study of an aspect of Buddhism, leading to a dissertation.

Residence Requirement

The Ph.D. degree requires a minimum of three years of full-time graduate education or the equivalent in part-time study. Four to six years of full-time academic work beyond the bachelor's degree typically is required to complete the degree. After finishing all course work, but before submitting his or her Dissertation, a student must keep his or her registration alive by paying the registration and library fees until his or her Dissertation is completed. Failure to maintain registration may interfere with residence requirements and lead to lapse of Candidacy Status.

Language Requirement

- Emphasis in Buddhist Studies: 12 units of study of a Buddhist Canonical language (e.g.Canonical Chinese, Pali, Sanskrit, Tibetan) to a level of competence needed to read and translate a sutra text, and 6 units of study of a research language (e.g. French, German or Japanese). Language courses below the 500 series, while covering these language requirements, are not counted as part of the 63 post-baccalaureate semester units required for the Ph.D. Students are expected to begin fulfilling their language requirements in the first year of coursework. Students who already possess reading proficiency in one of these languages can fulfill the requirement by passing a special examination.
- Emphasis in Comparative Religious Studies: 12 units of study in one research language and 6 units of study in another research language (e.g. French, German). Language courses below the 500 series, while covering these language requirements, are not counted as part of the 63 post-baccalaureate semester units required for the Ph.D. Students are expected to begin fulfilling their language requirements in the first year of coursework. Students who already possess reading proficiency in one of these languages can fulfill the requirement by passing a special examination.

Note: STUDENTS DETERMINE WITH THE HELP OF THEIR ADVISOR WHICH LANGUAGES THEY SHOULD STUDY.

Preliminary Examination (Not applicable to students who have successfully completed an M.A. Thesis in Religious Studies, Theology, Philosophy or equivalent. Students who have completed an M.A. Thesis need only take the Candidacy Examination)
When the student has completed a minimum of 18 units of doctoral course work, he or she must petition in writing their counselor to take the Preliminary Examination. The student's petition must contain the following:

1) The topic of the 35-45 page research paper. This paper must represent scholarly analysis and research relating to one or more courses taken by the candidate;
2) The names of three Professors to sit on the student's Doctoral Committee;
3) Desired date of the oral examination by the Doctoral Committee.

The research paper must be submitted to the student's advisor at least two (2) weeks prior to the date of the oral examination.

When the candidate has successfully demonstrated a high level of scholarship, the Doctoral Committee will advise him/her either to proceed to study for the Candidacy Examination or, where necessary, to appear for one or more Qualifying Examinations after further study. As a means of tailoring the program to the needs and interests of individual students, the number and content of these qualifying examinations will be personally determined for each student on an individual and ongoing basis by the Doctoral Committee. Failure to successfully complete an examination in two attempts in a row may result in termination of the student's enrollment in the program.

Candidacy Examination
When the candidate has completed a minimum of 51 units of doctoral course work, has fulfilled the language requirements, and has passed the Preliminary Examination and all qualifying examinations required by the Doctoral Committee, he or she must petition in writing their advisor to take the Candidacy Examination. The student's petition must contain the following:

1) The names of the three members of the student's Doctoral Committee. At least two of the three committee members must be current faculty in University of the West.
2) The three subject fields for the examinations, to be determined individually between the student and members of the Doctoral Committee.
3) Desired date of the oral examination by the Doctoral Committee.

The field examinations will be written. Students are expected to consult with their committee members to prepare reading lists for each of the three field examinations, which will serve as the basis for the examination questions. The examinations will take place over a two-week period, and must be taken onsite at the University of the West campus. Each examination will take three hours, and students will not be allowed to consult any books, notes, or the Internet during the examination. Field examinations will be graded "pass," "fail," or "pass with distinction." If a student should fail an examination, faculty will decide if and when it may be repeated; additional work may be required in order to retake an examination.

Students are recommended for the advancement to candidacy by unanimous vote of the Doctoral Committee.

The Report on Candidacy Examination for Doctoral Degrees must be signed by the Committee at the time the Candidacy Examination is concluded.

Following a unanimous favorable vote of the Committee, the student will be advanced to candidacy upon payment of the $100 Candidacy Fee.

Candidacy will lapse automatically if the student loses graduate standing by academic disqualification or failure to comply with the University policy on continuous registration.

A readmitted student who was a candidate must again advance to candidacy and thereafter enroll as a candidate for at least one academic semester before the degree may be conferred.

Dissertation Status
Upon being granted candidacy status, the candidate will be ready for the dissertation phase. A Ph.D. student is required to register for REL 710 (at least 12 units) while working on his/her proposal/dissertation.

Immediately after completing the Candidacy Examination, the successful candidate will be expected to begin work on their dissertation proposal. In the proposal, the student will outline his/her proposed dissertation project, which is expected to be an original piece of research, based on primary sources, that makes a relevant contribution to the student's field of study. The proposal should contain sufficient detail on the project, including: a substantial explanation of the central research problem; a review of previous scholarship on the topic and a discussion of the proposed contributions to the field that this dissertation is expected to make; an account of the research methodology to be employed and the sources to be utilized in the dissertation research; a provisional outline of the form that the finished dissertation will take, including chapter divisions; and a preliminary bibliography of both primary and secondary sources. The cover sheet of the proposal should contain the names of the three members of the student's Doctoral Committee, and it is expected that the student will confirm these members' willingness to serve on the Doctoral Committee prior to submitting the prospectus.

Once the proposal has been submitted, it will be reviewed by the members of the student's Doctoral Committee, and the student will be asked to present their proposal and respond to questions before their committee members. After the proposal is submitted, the committee will decide whether it is to be accepted, accepted with revisions, or rejected.

The Doctoral Committee supervises the student's program, approves the dissertation and conducts the final oral examination. The chair of the Doctoral Committee is the member of the faculty responsible for providing primary guidance for the student's dissertation. Ordinarily, the final oral examination will be given just prior to completion of the dissertation and while the student is in residence during a regular academic session, and will be open to all members of the academic community.

After approval by the Doctoral Committee, the student will make any final revisions necessary and submit at least two (2) copies to the University of the West Library for binding.

Submission to UWest Library and Binding Guidelines
The University of the West Library collects copies of all Ph.D. dissertations completed by UWest graduate students, binds them, and catalogues them for inclusion in the University collection. The student pays for the binding. Students are urged to consult with their advisors well in advance of final dissertation/research project preparation on any departmental need for additional copies.

All dissertations must conform to the following UWest Library submission guidelines:

- Two identical loose-leaf copies must be submitted to the Library, one for circulation and inter-library loan purposes and one for archival purposes;
- Use 8 1/2 inch, acid-free, 20-24lb., white, at least 25% cotton paper. Examples of acceptable paper brands: Crane's Thesis Paper, Permalife, Perma-Dur, Hollinger Acid-Free. Do not punch holes in the margins;
- At least one copy must contain the original signatures of the three members of the Examiners Committee. This copy will function as the Library's archival copy, which constitutes the official copy of the dissertation/research project;
- Submit the copies in a covered box in order to reduce the possibility of damage or loss (Boxes of this kind can be purchased from copy shops, such as Kinko's).
- Attach a check or money order for made out to the University of the West with "Dissertation/ Thesis Binding" written in the memo line. For the current cost of binding please consult the Librarian.

(The Library will bind additional copies for the student's personal use for an additional charge. When the additional copies return from the bindery, the Library will contact the student by phone and/or mail and request the copies' prompt pick-up at the Library. The total cost of binding may be submitted in one check.)

The final copy must meet the University's requirements for style, format, and appearance before the degree can be conferred. Reports must be filed by the deadline published in the semester Schedule of Classes in order for them to be reviewed and accepted in time for the degree to be conferred in that semester.

Course Requirements for the Ph.D. in Religious Studies

Core Courses (9 units) (to be taken during the first two semesters):

REL 600 History and Theory of the Study of Religion (3)
REL 601 Seminar on Historical and Textual Methodologies (3)
REL 607 Research Methods (3)

Goals:
Students will acquire knowledge of the tools and theories used for the advanced academic study of religion. They will gain practical experience in the application of these tools

Student Learning Outcomes:
Students will be able to do the following:
a) Explain and apply different theories of religion to their academic studies;
b) Be able to discuss and understand the complex issues raised by the questions "What is History?" and "What is a Text?"
c) Engage in doctoral level research and writing.
d) Describe the limits of human knowledge and what this means for the human quest for meaning.

Languages (1st Language 12 units; 2nd Language 6 units)
Students must begin fulfilling their language requirements during their first year of coursework or as soon as the relevant courses are offered.

Goals:
Students focused on Buddhist Studies will acquire intermediate working knowledge in a Buddhist canonical languages. They will also gain basic knowledge of a second language.

Student focused on Comparative Religious Studies will acquire intermediate knowledge of a research language. They will also gain basic knowledge of a second language.

Student Learning Outcomes:
Students focused on Buddhist Studies will be able to do the following:
a) Express an intermediate understanding of the grammar, script, and vocabulary of one of the four Buddhist canonical languages.
b) Be able to read more advanced Buddhist sutras with the help of a dictionary.
c) Have a basic knowledge of the grammar, script, and vocabulary of a second language.
Students focused on Comparative Religious Studies will be able to do the following:
a) Express an intermediate understanding of the grammar, script, and vocabulary of the chosen research language;
b) Be able to read more advanced texts in the chosen research language with the help of a dictionary.
c) Have a basic knowledge of the grammar, script, and vocabulary of a second language.

Additional Course Requirements (42 units)
Note: Additional courses are to be chosen by the Ph.D. student in consultation with their advisor.

- Emphasis in Buddhism:

Students must complete 30 units of course work in Buddhism.
Students must also complete 12 units of course work in Comparative Religious Studies.

Goals:
Students will acquire advanced knowledge of Buddhist thought, texts and history and comparative religious issues.

Student Learning Outcomes:
Students will be able to do the following:
a) Express advanced detailed knowledge of aspects of Buddhist thought;
b) Outline and critically evaluate select Buddhist texts;
c) Give advanced descriptions of aspects of Buddhist history;
d) Critically summarize detailed topics in Comparative Religious Studies.
e) Relate at a doctoral level Buddhist concerns to modern questions of human nature and character development.
f) Apply at a doctoral level Buddhist insights to the modern world.

- Emphasis in Comparative Religious Studies:

Students must complete 30 units of course work in Comparative Religious Studies.
Students must also complete 12 units of course work in Buddhist Studies.

Goals:
Students will acquire advanced knowledge of key issues in Comparative Religious Studies.

Student Learning Outcomes:
Students will be able to do the following:
a) Express detailed knowledge of a number of issues in Comparative Religious Studies;
b) Critically summarize detailed topics in Buddhist Studies.
c) Relate at a doctoral level religious concerns to modern questions of human nature and character development.
d) Apply at a doctoral level religious insights to the modern world.

Research Training (12 units)

REL 710 Dissertation Research (at least 12 units)

Goals:
Students will be able to undertake advanced graduate level research and writing.

Student Learning Outcomes:
Students will be able to do the following:
a) Choose and properly research an academic topic at the Ph.D. Dissertation level.
b) Correctly utilize academic research tools and express their findings in an acceptable style of academic writing.
c) Correctly follow the rules of formatting, including proper thesis structure and the correct use of citation and bibliographic conventions.
d) Orally defend their Dissertation before three academic examiners and the academic community.

MASTER OF DIVINITY (M. Div.) IN BUDDHIST CHAPLAINCY
The Buddhist Chaplaincy program provides students with the necessary knowledge and skills to excel as Buddhist practitioners working in the field of professional chaplaincy. The program is designed to meet the needs of those who wish to engage in spiritual care and counseling work and become properly trained and certified professionals. The program incorporates the requirements of the Association of Professional Chaplains (APC) by offering 72 semester hours that cover the nine core educational areas specified by the APC. By the end of their training, students will have acquired the following knowledge and skills:

- Knowledge and application of Buddhist values;
- Knowledge of the religions of the world;
- An understanding of how society, culture, language and customs influence religious belief;
- Knowledge of best practices in clinical settings;
- Ability to engage in critical, scholarly analysis of religious beliefs and practices;
- Ability to facilitate and construct opportunities for inter-religious collaboration;
- Knowledge and practical skills for the application of spiritual care and counseling.

Admission Requirements for the M. Div. Program

1. A B.A. in any major from an accredited college of university with a GPA of 2.5 or higher.
2. An official transcript from the institutions/universities where highest degree awarded or last attended;
3. Copy of diplomas for all degrees earned;
4. Verification of English proficiency (for International Students or non-native English-speaking students)
    - Official TOEFL score report with a minimum score of 79 on Internet Based Test (IBT), 213 on the Computer Based Test (CBT) or 550 on the Paper Based Test (PBT). This is applicable only to international students who were educated at institutions where English was not the main language of instruction. In general, all international applicants admitted to the program will also be required to take the English Placement Test administered by the ESL / Academic English Program.
    - or; official IELTS score report with a minimum score of 6.0. This is applicable only to international students who were educated at institutions where English was not the main language of instruction. In general, all international applicants admitted to the program will also be required to take the English Placement Test administered by the ESL / Academic English Program.
    - Applicants who are not international students and whose native language is not English are required to take an English Placement Test administered by the ESL / Academic English Program.
    - Based on their score on the English Placement Test, students may either enter their degree program directly or be required to further improve their English skills by enrolling in Academic English courses, such as ENGL 100A, English 100B, or other suitable courses. These students usually may concurrently enroll in two courses in their major according to departmental advisement.
    - Students with three or more years of successful participation in a college or university academic program where English was the main language of instruction are not required to submit a TOEFL score, IELTS score or take the English Placement Test.
5. Three letters of recommendation written by people qualified to assess the applicant's abilities and promise. Letters are to be sent by those making recommendations directly to the Office of Admissions.
6. A typed, double-spaced essay of 400-500 words in English, written by the applicant describing his/her personal goals and aspirations, achievements, educational and career objectives and stating how enrollment at the University of the West M. Div. Program would further those objectives.
8. A non-refundable application fee of $100;
9. Completed Financial Sponsor Agreement or Certification of Financial Resources with an official Bank Verification (international students only);
10. Copies of Passport/Visa/I-94 (international students only);
11. Copies of previous I-20 (transferring international students only).
12. A two-day, stay-on-campus interview (individual/group) to assess interpersonal skills. A psychological evaluation will also take place.

Admission will be on the basis of an evaluation of academic records, the essay, letters of recommendation, and on-campus interview by the Admission Committee consisting of the Dean of Academic Affairs, the Chair and/or Assistant Chair of Religious Studies, the Coordinator of the Buddhist Chaplaincy Program, and the Office of Admissions.

Residence Requirement

On-campus housing is available to students, but they are not required to live on campus. Students living off-campus should be aware that the requirements are such that it would be very difficult to live too far outside of Los Angeles County and complete this program. The long hours and intensive nature require regular attendance on campus for classes, as do group processes and other events. This program was designed to serve students living locally, and should not be considered a low-residency or "online" program.

Internship Requirements

Students are required to participate in one clinical internship during their studies. This requirement is typically met by completing one unit of Clinical Pastoral Education (C.P.E.). However, another kind of internship may be appropriate depending on the clinical setting in which the student would like to specialize. (Military chaplain candidates, for example, have their own unique training.) The internship will be done under the supervision of the institution the student serves. That institution will report back to UWest on the student's progress.

Practice Requirement

Students are expected to be engaged in some form of meditation/contemplative/religious/spiritual practice for as many hours a week as they are taking credit hours that semester. (For example, 12 credit hours = 12 hours of practice per week.)

Other Requirements

Students should have a plan in place for meeting the other requirements for professional certification with whatever chaplaincy organization serves and supports spiritual care work in the setting they choose to work. By the time the students graduate, for example, they should probably have a written endorsement from their respective senior Dharma teachers, community, or lineage.

Course Requirements for the Master of Divinity

(General Breakdown)

In order to graduate, students must fulfill the nine areas of education required by the Association of Professional Chaplains:

- RITUAL/LITURGY

Students must complete all of the following

MDIV 530 Interfaith Chaplaincy
MDIV 565 Buddhist Homiletics: Writing and Giving Dharma Talks
(practicums and chaplaincy work)

- COMPARATIVE RELIGIONS

Students must complete three (3) courses from the following options

REL 515 Religions of China
REL 520 Religions of India
REL 545 Sacred Time and Sacred Space in the History of Religions
REL 550 Mysticism East and West
REL 560 Religion and the Meaning of Existence
REL 590 Comparative Study of Religion
REL 592 Myth and Mythology
REL 603 Philosophy of Religion Seminar
REL 610 Religion and Ethics Seminar
REL 615 Religion and Psychology Seminar
REL 640 Topics in Comparative Religion
REL 660 Seminar on Buddhist-Christian Dialogue

- RELIGIOUS EDUCATION

Students must complete all of the following

MDIV 670 Spiritual Leadership
REL 530 Topics in Buddhist Studies: Buddhist Meditation
(practice/meditation requirements)

- PASTORAL CARE AND COUNSELING

Students must complete all of the following

MDIV 510 Communication Skills for Chaplaincy
MDIV 515 Groups, Systems, and Chaplaincy
MDIV 645 Spiritual Care and Counseling
MDIV 635 Practical Psychology for Chaplains

- SPIRITUAL FORMATION

Students must complete all of the following

MDIV 525 Chaplaincy Roles and Competencies
MDIV 655 Spiritual Formation for Buddhist Chaplains

- RELIGIOUS HISTORY

Students must complete three (3) from the following courses
REL 505 Women in Buddhism
REL 625 Cultural and Social Aspects of Buddhism
REL 644 Seminar on Regional Buddhist Traditions: Indian Buddhism
REL 648 Seminar on Regional Buddhist Traditions: Southeast Asian Buddhism
REL 649 Seminar on Regional Buddhist Traditions: East Asian Buddhism
REL 656 Seminar on Regional Buddhist Traditions: Central Asian Buddhism
REL 670 Spread of Buddhism to Central Asia/China
REL 672 Spread of Buddhism to Northeast Asia

- INSTITUTIONAL ORGANIZATION AND ADMINISTRATION

Students must complete one (1) from the following courses
MBA 560 Managing Non-Profit Organizations
REL/MBA 582 Humanistic Buddhism and Management

- SACRED LITERATURE

Students must complete the following course
MDIV 540 The Use of Sacred Texts in Spiritual Care and Counseling
In addition, students must complete three (3) of the following courses
REL 540 Buddhist Hermeneutics
REL 631 Seminar on Pali Buddhist Texts
REL 632 Seminar on Chinese Buddhist Texts
REL 633 Seminar on Tibetan Buddhist Texts
REL 634 Seminar on Sanskrit Buddhist Texts
REL 636 Seminar on Buddhist Texts: Buddhist Texts in Translation

- THEOLOGY/PHILOSOPHY

Students must complete the following two courses:
MDIV 650 Pastoral Theology
In addition, students must take two (2) of the following courses
REL 540 Buddhist Hermeneutics
REL 622 Topics in Buddhist Studies: Buddhist Thought and Philosophy
REL 642 Topics in Buddhist Studies: Developments in Buddhist Psychology
REL 653 Topics in Buddhist Studies: Vajrayana Buddhism

(Breakdown by Semester)
1st Year
Fall Semester —

MDIV 510 Communication Skills for Chaplaincy (3)
MDIV 525 Chaplaincy Roles and Competencies (3)
one course from another of the required areas (3)
one course from another of the required areas (3)
(practice/meditation requirement)
(practicum w/ Communication Skills for Chaplaincy)

Goals:
Students will acquire a clear understanding of the basic roles and competencies for professional chaplains.

Student Learning Outcomes:
Students will be able to do the following:
a) Demonstrate active listening and the ability to assess needs in the context of counseling/caregiving.
b) Practice meditation and be able to express something about its importance and applications in their work as caregivers
c) Explain the chaplaincy profession, including its responsibilities and required qualifications in various clinical settings;

d) Articulate their initial learning in the areas of religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration
e) Develop a plan of action with their advisor and professors for future learning in the areas of religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration

Spring Semester —

MDIV 515 Groups, Systems, and Chaplaincy (3)
MDIV 565 Buddhist Homiletics: Writing and Giving Dharma Talks (3)
one course from another of the required areas (3)
one course from another of the required areas (3)
(practice/meditation requirement)
(practicum w/ Groups, Systems, and Chaplaincy)

Goals:
Students will acquire a clear understanding of and be able to apply basic concepts and practices associated with chaplaincy in the context of working with groups and/or systems. In addition, they will deepen their understanding of religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration.

Student Learning Outcomes:
Students will be able to do the following:
a) Offer care and counseling in group/system settings.
b) Express the deepening of their meditation/contemplative practice
c) Demonstrate the ability to give a "Dharma talk"
d) Articulate their continued learning in the areas of religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration
e) Organize and offer spiritual life activities on campus

2nd Year
Fall Semester —

MDIV 545 Spiritual Care and Counseling (3)
MDIV 555 Spiritual Formation for Buddhist Chaplains (3)
one course from another of the required areas (3)
one course from another of the required areas (3)
(practice/meditation requirement)
(practicum w/ Spiritual Formation for Buddhist Chaplains)

Goals:
Students will deepen their understanding of and develop their spiritual care and counseling skills. They will also develop a greater understanding of the various traditions of Buddhism alive in the world today, and how those traditions conceive of spiritual development.

Student Learning Outcomes:
Students will be able to do the following:
a) Demonstrate an understanding of and ability to practice Buddhism;
b) Apply care and counseling techniques in the context of spiritual life activities on campus
c) Exhibit an understanding of the diversity of living Buddhist traditions in the world
d) Begin giving basic instruction in meditation/contemplative practice, as well as express developments in their own personal practice
e) Articulate the deepening of their learning in the areas of religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration

Spring Semester —

MDIV 530 Interfaith Chaplaincy (3)
MDIV 535 Practical Psychology for Chaplains (3)
MDIV 540 The Use of Sacred Texts in Spiritual Care and Counseling (3)
one course from another of the required areas (3)
(practice/meditation requirement)
(practicum w/ Interfaith Chaplaincy)

Goals:
Students will acquire a clear understanding of the responsibilities entailed in professional interfaith chaplaincy. As part of this learning, they will be asked to perform interfaith services and rituals in the classroom and on campus..

Student Learning Outcomes:
Students will be able to do the following:
a) Demonstrate an understanding of interfaith chaplaincy and psychological principles crucial to spiritual care and counseling work.
b) Exhibit an understanding of religious texts and how to use them in the context of interfaith chaplaincy
c) Apply their learning about interfaith work, psychology and scripture in the context of spiritual life activities on campus and their instruction of meditation/other contemplative practices. Students will also be able to articulate this integration of material, and developments in their personal practice
d) Express the continued deepening of their learning in the areas of religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration

Summer Semester —

CPE unit (no credit)

Goals:
Students will undertake one unit of Clinical Pastoral Education (C.P.E.). In addition, they will learn about spiritual care and counseling theory back at campus as they undergo this learning.

Student Learning Outcomes:
Students will be able to do the following:
a) Complete one unit of Clinical Pastoral Education (C.P.E.)
b) Demonstrate an understanding of the spiritual care and counseling theories that have shaped contemporary professional chaplaincy

3rd Year
Fall Semester —

MDIV 550 Pastoral Theology (3)
one course from another of the required areas (3)
one course from another of the required areas (3)
one course from another of the required areas (3)
(practice/meditation requirement) (1)
(chaplaincy work on campus/through the university) (1)

Goals:
Students will demonstrate a knowledge and understanding of the classic literature in the field of pastoral theology. Students will also continue their meditation practice and instruction, as well as their chaplaincy work on campus.

Student Learning Outcomes:
Students will be able to do the following:
a) Demonstrate an understanding of theological writing, and produce examples of it
b) Apply their learning from their clinical work in the summer in the context of spiritual life activities on campus and their instruction of meditation/other contemplative practices. Students will also be able to articulate this integration of material, and developments in their personal practice
c) Express the continued deepening of their learning in the areas of religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration

Spring Semester —

MDIV 570 Spiritual Leadership (3)
one course from another of the required areas (3)
one course from another of the required areas (3)
one course from another of the required areas (3)
(practice/meditation requirement) (1)
(chaplaincy work on campus/through the university) (1)

Goals:
Students will learn about and think about various models of spiritual leadership and how they relate to religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration.

Student Learning Outcomes:
Students will be able to do the following:
a) Demonstrate understanding of various models of spiritual leadership
b) Apply their learning in the context of spiritual life activities on campus and their instruction of meditation/other contemplative practices. Students will also be able to articulate this integration of material, and developments in their personal practice. In addition, they will exhibit their learning as mentors for the first and second-year Master of Divinity students
c) Express knowledge gained at the conclusion of their studies in the areas of religious history, comparative religions, sacred literature, theology/philosophy, and institutional organization and administration

COURSE DESCRIPTIONS: DEPARTMENT OF RELIGIOUS STUDIES

LANGUAGES

CCHN 200 Introduction to Literary Chinese (3)
Prerequisite: None.
An introduction to literary Chinese (wenyan) for students with no prior training in either modern or classical forms of Chinese. Students who are familiar with another language that uses Sinitic script (e.g. Japanese, Vietnamese, or Korean), but who have no training in the reading of classical Chinese, are eligible for the class. Topics covered: Pinyin pronunciation, Romanization, and orthography; composition and orthography of Chinese characters (hanzi); dictionary usage; and basic syntax and grammar of literary Chinese.

NOTE: This class does not count toward the Religious Studies Programs' 6- or 12- unit language requirement.

PALI 400 First Year Pali I (3)
Prerequisite: None.
Introduction to the history and basics of the Pali language including pronunciation, vocabulary, grammar and script, and minor translations.

PALI 402 First Year Pali II (3)
Prerequisite: PALI 401 or permission of instructor.
A review of the phonology, morphology, and syntax of the Pali language with emphasis on reading selected Pali texts.

PALI 501 Second Year Pali I (3)
Prerequisite: PALI 402 or permission of instructor.
An advanced level of studies in Pali grammar and syntax involving translation to and from Pali.

PALI 502 Second Year Pali II (3)
Prerequisite: PALI 501.
Continuation of upper-level Pali. Selected readings from various sources. At the end of the course, students will be able to read and translate a sutra.

SNSK 400 First Year Sanskrit I (3)
Prerequisite: None.
An introduction to the devanagari script as well as the phonology, morphology, and syntax of the Sanskrit language with the goal of developing a reading knowledge of Sanskrit.

SNSK 402 First Year Sanskrit II (3)
Prerequisite: SNSK 301 or permission of instructor.
A review of the phonology, morphology, and syntax of the Sanskrit language with an emphasis on reading selected Sanskrit texts.

SNSK 501 Second Year Sanskrit I (3)
Prerequisite: SNSK 402 or permission of instructor.
An advanced level of studies in Sanskrit grammar and syntax, involving translation to and from Sanskrit.

SNSK 502 Second Year Sanskrit II (3)
Prerequisite: SNSK 501.
Continuation of upper-level Sanskrit. Selected readings from various sources. At the end of the course, students will be able to read and translate a sutra.

TIB 400 First Year Tibetan I (3)
Prerequisite: None.
An introduction to fundamentals of Tibetan, including recognition and handwriting of 30 Tibetan letters and 4 vowel symbols, and the methods of pronunciation and rules of spelling.

TIB 402 First Year Tibetan II (3)
Prerequisite: TIB 401 or permission of instructor.
A study of advanced Tibetan grammar and reading of selected Tibetan literature: folk poems, maxims, and modern literature, including the biography of Mi-la-ras-pa.

TIB 501 Second Year Tibetan I (3)
Prerequisite: TIB 402 or permission of instructor.
A study of selected readings of historical documents, letters and filed documents.

TIB 502 Second Year Tibetan II (3)
Prerequisite: TIB 501.
Continuation of upper-level Tibetan. Selected readings from various sources. At the end of the course, students will be able to read and translate a sutra.

RELIGIOUS STUDIES COURSES

REL 201 Religions of the East (3)
Prerequisite: None.
A survey of the major religious traditions of India, China, and Japan, including major developments of the great traditions of these cultures.

REL 202 Religions of the West (3)
Prerequisite: None.
Basic themes of the Western religious traditions, including Bahai, Judaism, Christianity, Islam, Zoroastrianism, the mystery religions, and the religions of ancient Egypt, Mesopotamia, and Greece.

REL 300 Dimensions of Religion (3)
Prerequisite: None.
An introduction to the dimensions and functions of religion with an emphasis on religious beliefs, experience, institutions, language and rituals.

REL 301 Fundamentals of Buddhism (3)
Prerequisite: REL 201 recommended or by permission of instructor.
An overview of the Buddhist religious traditions (Southern/Theravada, Mahayana, and Vajrayana), the principal teachings, the position of the Buddha in the traditions, and the communities that comprise the traditions. Buddhist art and literature, devotion, meditation, ethics, and the Sangha will also be discussed.

REL 505 Women in Buddhism (3) (Area: Buddhist Studies)
Prerequisite: REL 600.
The history of women in Buddhism, including their roles, status, education, value, and leadership. The course examines changes in the status of Buddhist women over time and examples of the female sacred and of women who have been regarded as exemplary models.

REL 515 Religions of China (3) (Area: Comparative Religions)
Prerequisite: REL 600.
A comparative study of the complex religious developments within China, including Daoism and Confucian thought. Buddhism will be studied from its place within the sphere of popular religions and syncretic patterns.
This course fulfills the "Comparative Religions" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 520 Religions of India (3) (Area: Comparative Religions)
Prerequisite: REL 600.
An examination and comparison of the Brahmanic/Hindu and Sramana/Samana traditions of India from the earliest accounts up to the present. Buddhism and Jainism will be viewed as heterodox traditions against the backdrop of the Vedic practices as well as the revival/continuation of pre-Aryan beliefs and practices.
This course fulfills the "Comparative Religions" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 530 Topics in Buddhist Studies: Buddhist Meditation (3) (Area: Buddhist Studies)
Prerequisite: REL 600.
A study of Buddhist approaches to and paradigms of meditation and the training of the mind. The class discusses theories and practices of mental developments across different Buddhist traditions, with special emphasis on how these practices pertain to foundational Buddhist teachings.
This course fulfills the "Religious Education" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 540 Buddhist Hermeneutics (3) (Area: Buddhist Studies)
Prerequisite: REL 601.
An examination of the methods that Buddhists have developed for the interpretation of sutras. Students are also introduced to modern historical and literary approaches to criticism and their application to Buddhist texts.
This course fulfills the "Theology/Philosophy" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 545 Sacred Time and Sacred Space in the History of Religions (3) (Area: Comparative Religions)
Prerequisite: REL 600 and REL 601.
Explores two fundamental ways in which human beings have provided structure and order for their lives, by distinguishing between Sacred Time and Sacred Space, exemplified in Australian religions, Judaism, Christianity, Hinduism and Buddhism.
This course fulfills the "Comparative Religions" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 550 Mysticism East and West (3) (Area: Comparative Religions)
Prerequisite: REL 600 and REL 601.
A study of mysticism, a phenomenon found in each of the world's major religious traditions. This course examines texts (in translation), doctrines, and methods found in each tradition as well as contemporary analysis of mystical phenomena.
This course fulfills the "Comparative Religions" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 560 Religion and the Meaning of Existence (3) (Area: Comparative Religions)
Prerequisite: Graduate status or permission of instructor.
An exploration of religion as a response to basic existential questions, such as the problem of suffering, the nature of meaning, the anxiety surrounding death, and the problems of injustice.

REL/MBA 582 Humanistic Buddhism and Management (3)
Prerequisite: None.
Introduces students to principles and practices of Humanistic Buddhism, as interpreted by Master Hsing Yun of Fo Guang Shan Buddhist Order, with a view to applying them to management style and techniques in nonprofit, government and for-profit organizations.

REL 590 Comparative Study of Religion (3) (Area: Comparative Religions)
Prerequisite: REL 600 and REL 601.
A comparative study of two or more religious traditions. Topics to be announced each semester.

REL 592 Myth and Mythology (3) (Area: Comparative Religions)
Prerequisite: REL 600 and REL 601.
An exploration of the nature and function of myths and mythology in the History of Religions with a focus on mythical expressions of a variety of themes, such as origin of the universe, origin of humans, death, evil and suffering, time and eternity, salvation.

REL 595 Advanced Religious Studies Work Experience (1-3) (Area: Elective)
Prerequisite: Approval of advisor/department chair.
For students who wish to augment their graduate studies with specialized training and/or experience outside the University in their own field of study. The field experience must have significant bearing on the professional goals of the student and must be in addition to the student's regular commitment.

REL 599 Directed Reading and Research (1-6)
Prerequisite: Completion of 9 units at the graduate level.
A directed reading and research course for graduate students of Religious Studies. Enrollment requires the consent of the supervising professor. A paper is required. A maximum of 3 units may be taken in a semester. Graded Pass/No Pass.

REL 600 History and Theory of the Study of Religion (3) (Area: Core Course)
Prerequisite: Graduate status.
A study of the various ways in which religious practice and thought have been approached by scholars within the traditions and within the academic community. Religion will be examined in relation to cross-cultural studies as well as the competing claims of objective data and subjective awareness.

REL 601 Seminar on Historical and Textual Methodologies (3) (Area: Core Course)
Prerequisite: Graduate status.
A study of the nature and function of history and hermeneutics within religious traditions and modern critical theory. Methods of historical research and scripture criticism, their value and limitations will be covered.

REL 603 Philosophy of Religion Seminar (3) (Area: Comparative Religions)
Prerequisite: REL 600 and REL 601.
A study of issues in the philosophy of religion, including the nature of religion, the relation of philosophy to religion, the nature of religious language, problems of the verification of religious beliefs and the interpretation of religious experience.

REL 607 Research Methods (3) (Area: Core Course)
Prerequisite: REL 600 and REL 601
This course is an advanced level research seminar intended to give assistance to graduate students who are preparing for the doctoral dissertation process. It is constructed at one level to provide a place for discussion between students regarding problems and issues in their own specific research topics. Approximately one half of the course time will be devoted to interaction between students as they describe the work they are doing and the difficulties they are encountering.

REL 610 Religion and Ethics Seminar (3) (Area: Comparative Religions)
Prerequisite: Graduate status or permission of instructor.
A study of the relationship of religion and ethics and of religious issues in ethics.

REL 612 Topics in Christian Studies: The Nicene Creed (3) (Area: Comparative Religions)
Prerequisite: REL 600 and REL 601
This class studies the central teachings of Christianity as expressed in the Nicene-Constantinopolitan Creed of 381 C.E. Both primary and secondary sources are used to examine the historical, philosophical and religious issues that shaped the first 400 years of Christian thinking. Topics covered include God, creation, Christ, sin, salvation and the Church.

REL 615 Religion and Psychology Seminar (3) (Area: Comparative Religions)
Prerequisite: Graduate status or permission of instructor.
An examination of the history, development, and major theories found in the contemporary psychology of religion, with comparisons made with traditional religious psychological thought systems and methods.

REL 622 Topics in Buddhist Studies: Developments in Buddhist Philosophy (3) (Area: Buddhist Studies)
Prerequisite: Graduate status or permission of instructor.
This class conducts philosophical and critical analysis of Buddhist thought, including topics such as: philosophical justification and/or critiques of Buddhist ideas; Buddhist epistemology, ontology, and phenomenology, pertaining to the status of knowledge, the person, reality, and the connection of soteriology (liberation/ultimate freedom) with the above
This course fulfills the "Theology/Philosophy" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 625 Cultural and Social Aspects of Buddhism (3) (Area: Buddhist Studies)
Prerequisite: REL 600.
An examination of the cultural and social history of Buddhism, the aspects of current scholarship that relate to the study, and an investigation of the problems that involve religion as an institution, with special reference to the emergence of the concepts of Humanistic Buddhism and Socially Engaged Buddhism.

REL 631 Seminar on Pali Buddhist Texts (3-9) (Area: Buddhist Studies)
Prerequisite: REL 601 and reading proficiency in Pali.
A study of selected texts from the Pali Canon, supplemented with relevant secondary scholarship. Topic to be announced each semester.

REL 632 Seminar on Chinese Buddhist Texts (3-9) (Area: Buddhist Studies)
Prerequisite: REL 601 and reading proficiency in Canonical Chinese.
Selected readings from Chinese Buddhist texts, supplemented with relevant secondary scholarship. Topic to be announced each semester.

REL 633 Seminar on Tibetan Buddhist Texts (3-9) (Area: Buddhist Studies)
Prerequisite: REL 601 and reading proficiency in Tibetan.
Reading of Canonical texts from the bstan-'gyur and bha'-'gyur translated from the Sanskrit and supplemented with texts originating in Tibet and relevant secondary scholarship.

REL 634 Seminar on Sanskrit Buddhist Texts (3-9) (Area: Buddhist Studies)
Prerequisite: REL 601 and reading proficiency in Sanskrit.
This course will cover texts in standard Sanskrit, Buddhist Hybrid Sanskrit, Prakrit, and inscriptional selections, supplemented with relevant secondary scholarship.

REL 636 Seminar on Buddhist Texts: Buddhist Texts in Translation (3-9)
(Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
An analysis and close reading of one or more Buddhist literary works in English translation, supplemented with relevant secondary scholarship. Specific topic(s) to be announced each semester.
This course fulfills the "Sacred Literature" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 640 Topics in Comparative Religion (3) (Area: Comparative Religions)
Prerequisite: REL 600 and REL 601.
A comparative study of a religious concern or topic. Topic to be announced each semester.

REL 642 Topics in Buddhist Studies: Developments in Buddhist Psychology (3)
(Area: Buddhist Studies)
Prerequisite: Graduate Status.
This class conducts a critical analysis of Buddhist understanding of psychological phenomena, and the current dialogues between modern psychology and Buddhism. Topics may include: early Buddhist understanding of experience; identity formation; the psychological mechanisms underlying suffering and enlightenment; Abhidhammic and Yogac ra analysis of cittas and cittasikas; comparative studies of Buddhist and modern psychology, applied Buddhist psychotherapy, and horizons of new fields of research in Buddhist psychology.

REL 644 Seminar on Regional Buddhist Traditions: Indian Buddhism (3)
(Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
A study of the rise of Mahayana Buddhism, ca. 100 CE, and its spread throughout India and beyond, with special emphasis on the development of the "Perfection of Wisdom" school of Buddhism and the Bodhisattva doctrine. Specific topic(s) to be announced each semester.
This course fulfills the "Religious History" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 648 Seminar on Regional Buddhist Traditions: Southeast Asian Buddhism (3)
(Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
This course covers the early development of Buddhism in India and the ways in which it spread into the Southeast. The interaction between Brahmanic practices and Buddhism is highlighted with reference to the practices in the various kingdoms that adopted Indian religious patterns. Specific topic(s) to be announced each semester.
This course fulfills the "Religious History" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 649 Seminar on Regional Buddhist Traditions: East Asian Buddhism (3)
(Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
A study of the various aspects of Buddhist thought and practice in East Asia. Specific topic(s) to be announced each semester.
This course fulfills the "Religious History" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 653 Topics in Buddhist Studies: Vajrayana Buddhism (3) (Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
A study of the development, literature, and practices of the various types of Vajrayana (e.g. 'Tantric' or 'Esoteric') Buddhist traditions found historically in India, Tibet, and East Asia. Specific topic(s) to be announced each semester.

REL 655 Perspectives in the Study of Chan/Zen Buddhism (3) (Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
This course will focus on recent developments in the field of Chan/Zen Studies. Emphasis will be placed on gaining a critical understanding of the history and context of the Chan/Zen movement through broad readings in current scholarly literature.

REL 656 Seminar on Regional Buddhist Traditions: Central Asian Buddhism (3)
(Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
A study of the interaction of Buddhism with the empires, nomadic confederations, and cultural patterns found in Central Asia and Tibet. The history of the regions along the trading routes will be considered as well as the ways in which Buddhism and other religions developed in the region. Specific topic(s) to be announced each semester.
This course fulfills the "Religious History" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 657 Humanistic Buddhism and Current Issues (1-4)
Prerequisite: Graduate Status.
This is a 1 (one) unit course taught by the Founder of Fo Guang Shan on a current issue. Topics are announced. Students may take this course up to 6 (six) times.

REL 660 Seminar on Buddhist-Christian Dialogue (3) (Area: Comparative Religions)
Prerequisite: REL 600 and REL 601.
Under the guidance of a lecturer in Buddhism and a lecturer in Christianity, students explore the similarities and differences between Buddhism and Christianity. Topics covered include God, Nirvana, Concepts of Self, Suffering and Ethics.
This course fulfills the "Comparative Religions" area requirement for the Chaplaincy program; M.Div students can enroll without meeting the prerequisite(s).

REL 670 Spread of Buddhism to Central Asia/China (3) (Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
This online course uses the cosmopolitan nature of the Silk Road trade route community, the geography which determined the area of travel, and the historic rise and fall of empires on and around the Indian subcontinent and Central Asia as a method of studying and understanding the development and spread of Buddhist thought and practice through the cultural and historical context. This course will be based on the recorded lectures of Dr. Lewis Lancaster, and will include two (2) live question and answer sessions with Dr. Lancaster. All grading and assessment of student work and participation will be by an assigned Instructor of Record from the UWest Faculty.

REL 672 Spread of Buddhism to Northeast Asia (3) (Area: Buddhist Studies)
Prerequisite: REL 600 and REL 601.
This online course is a sequel to REL 670: The Spread of Buddhism from India to Central Asia and China. Dr. Lewis Lancaster again uses the Silk Road and other trade routes to map the spread of Buddhist thought and influence and its development in China and the eventual spread to Korea and Japan. Once more, the role of trade and royal patronage are examined through the lens of historical context. This course will be based on the recorded lectures of Dr. Lewis Lancaster, and will include two (2) live question and answer sessions with Dr. Lancaster. All grading and assessment of student work and participation will be by an assigned Instructor of Record from the UWest Faculty.

REL 699 Capstone: Comprehensive Examination Research (3)
Prerequisite: Registration in final semester of M.A. studies.
A comprehensive take-home written examination which evaluates students' overall learning in the M.A. program. This examination is guided by a faculty advisor and is graded by an Advisory Committee consisting of an additional two professors. Examination includes an Oral Defense before the Advisory Committee. Graded Pass/No Pass.

REL 700 Thesis Research (at least 3)
Prerequisite: Registration in final semester of M.A. studies.
All M.A. students electing the thesis plan must enroll in this course. Students must maintain their registration in this course each semester until successful completion of their thesis. Graded Pass/No Pass.

REL 710 Dissertation Research (at least 12)
Prerequisite: Advancement to Candidacy for the Ph.D.
Research for the dissertation. Students must maintain their registration in this course each semester until successful completion of their dissertation. Graded Pass/No Pass.

REL 715 Continuous Enrollment Research (1)
Course required for graduate level students who no longer need courses, but must remain in continuous enrollment each semester until completion of exam, dissertation, etc. is completed. Course does not count toward minimum requirements for graduation. P/NP

MASTER OF DIVINITY PROGRAM

MDIV 510 Communication Skills for Chaplaincy (3)
Prerequisite: Admission into M. Div. Program
This course is equips students with the fundamental skills necessary for relating with others in the context of professional chaplaincy. Students explore such topics as basic attendance, active listening, body language, nonviolent communication, teamwork, giving and receiving feedback, conflict resolution and group process.

MDIV 515 Groups, Systems, and Chaplaincy (3)
Prerequisite: Admission into M. Div. Program
This course expands knowledge and skills gained in MDIV 510, teaching students how to effectively relate with group and systems. Students explore such topics as mediation, diversity, responsibilities and task accomplishment, roles and relationships, and communication patterns, Certain topics introduced in MDIV 510 will also be explored in greater depth here, including group process and conflict resolution.

MDIV 525 Chaplaincy Roles and Competencies (3)
Prerequisite: Admission into M. Div. Program
This course introduces students to the field of professional chaplaincy, and the values, standards, competencies, and responsibilities involved in working in various clinical setting. Students will study the history of as well as the prerequisites for work in various chaplaincies. Special attention will be given to familiarizing students with current trends and issues across the field.

MDIV 530 Interfaith Chaplaincy (3)
Prerequisite: Admission into M. Div. Program
This course provides students with the necessary spiritual/cultural competency to be effective chaplains in the diverse religious landscape of twenty-first century North America. Through practicums, lectures and discussions, students are provided with the necessary awareness and tools to work within the multi-cultural and multi-religious environment of today's hospitals, prisons, universities, etc. Students will also explore how to relate the professional imperatives of chaplaincy with the imperatives of a Buddhist faith.

MDIV 535 Practical Psychology for Chaplains (3)
Prerequisite: Admission into M. Div. Program
The course equips students with the psychological tools and information necessary for professional chaplaincy work. Special attention will be paid to indentifying mental illness and working with psychoses.

MDIV 540 The Use of Sacred Texts in Spiritual Care and Counseling (3)
Prerequisites: Admission in M. Div. Program
This course is designed to serve the Buddhist practitioner working in professional chaplaincy. It provides Buddhists with a macroscopic view of sacred texts and their contents, as well as resources for further exploration. Special attention is given to helping students develop some degree of comfort working with religious texts in the context of Buddhist chaplaincy.

MDIV 545 Spiritual Care and Counseling (3)
Prerequisite: Admission into M. Div. Program
The course will introduce students to theories and practices for clinical spiritual care and counseling work. Special attention will be paid to literature in the field of healthcare chaplaincy about medical ethics, measuring effective care, and working in diverse settings.

MDIV 550 Pastoral Theology (3)
Prerequisite: Admission into M. Div. Program
The course will introduce students to pastoral theology--its history, its key texts, and its practice. Students will obtain the background and the methods necessary to make their own contributions to this area of writing. Under the supervision of the professor, students will also explore important texts for the particular chaplaincies in which they work.

MDIV 555 Spiritual Formation for Buddhist Chaplains (3)
Prerequisites: Admission in M. Div. Program
This course looks at the ways influential thinkers have understood stages of transformation in spiritual development. In particular, the works of the Buddhists Caroline Brazier, Thich Nhat Hanh, Jack Kornfield and Chögyan Trungpa are explored. James Fowler's analysis of spiritual transformation in the Judeo-Christian tradition is also examined. Students explore the ways in which this material may deepen their own personal practice as well as their approach to chaplaincy.

MDIV 565 Buddhist Homiletics: Writing and Giving Dharma Talks (3)
Prerequisite: Admission into M. Div. Program
The course introduces students to the art of writing and giving Dharma talks. Various styles and kinds of Dharma talks will be studied and considered. Working closely with the professor and their colleagues, students will find particular styles and methods to help them in their own homiletic work.

MDIV 570 Spiritual Leadership (3)
Prerequisite: Admission into M. Div. Program
The course will introduce students to spiritual leadership, and consider values, responsibilities, functions, and resources for spiritual leaders. Special attention will be given to looking at examples and archetypes of spiritual leadership in the Buddhist traditions. Students will also look at spiritual leadership in the context of professional chaplaincy practice.

CONTINUING EDUCATION

CHAIR
Yueyun (Bill) Chen

The Continuing Education (CE) Department makes the educational resources of University of the West available to a wider community and provides an avenue by which students can take degree level courses without being officially enrolled in a degree or certificate program at the University. Continuing Education courses are offered for a fee and in a variety of formats (intensives, seminars, workshops, etc.) for interested members of the academic community and the general public.

Students can take for credit or audit any degree courses listed under Continuing Education in the Class Schedule each semester. In addition, special certificate programs and courses are offered to the interested CE students.

Students enrolled in Continuing Education courses sign an enrollment agreement which complies with the California Education Code Section 94312 and are afforded all of the same student rights and protections as students enrolled in other programs.

CULTURAL ENRICHMENT PROGRAM

COORDINATOR
Darui Long

Special cultural enrichment courses are also offered to the general public to enrich their cultural awareness and their personal as well as professional growth. The Cultural Enrichment Program makes the educational resources of UWest available to a wider community and provides an avenue by which students can take college level courses without being officially enrolled in a degree or certificate program at the University. Students enrolled in these courses will learn various aspects of Chinese and American cultures in an enjoyable and hands-on way. The courses most frequently offered include Chinese Brush Painting, Chinese Calligraphy, Chinese Zither, Computer Applications, Er-Hu, Floral Arrangement, Tai Chi, and Vegetarian Cooking.

Periodic announcements will be made of the courses available and the schedules. Interested students may join any of the courses offered under this program at any time for a prorated fee. For further information, please check the University web site at www.uwest.edu.

EXTENDED STUDIES PROGRAM (ExS)

COORDINATOR
Glenn Dunki-Jacobs

An experimental pilot program from 2004 to 2007, Extended Studies Programs will develop and implement courses in Religious Studies and Business Administration through an innovative delivery system in 2011-2012. At present limited pre-recorded courses in a certificate program are made available on the web and supported by interactive e-mail (discussion forums) and live chat communications with instructors. Individual students may set their own schedules for viewing the lectures within the directed overall scheduling of assignments. Classes delivered live on campus similarly are "streamed" on-line to selected groups and individuals at several sites around the world.

Students outside the State of California and attached to educational institutions may earn credits according to the rules of such institutions. Students may also register as Continuing Education students under Open Enrollment.

Periodic announcements will be made of the courses available and the schedules as they are developed and implemented. Interested students are requested to refer to the University of the West web site for updated information. Financial Aid may be available to qualifying students.

ESL / ACADEMIC ENGLISH PROGRAM

(Affiliated with the Department of English)

English Intensive Program
English as a Second Language (ESL) courses offer students an interactive and meaningful way to learn English in America. The English Intensive program meets 20 hours per week for a sixteen-week session in the Spring and Fall semesters, and for a six-week session in the Summer semester. Enrollment is on an ongoing basis, but students are encouraged to attend complete sessions.

English for Academic Purposes
The English Intensive Program helps students acquire the language skills and cultural understanding necessary for academic success and a fulfilling experience in the United States. Students from a variety of cultural and linguistic backgrounds come together in small classes to study and practice all fundamental English skills: reading, writing, grammar, speaking, and listening comprehension. Throughout the program, the focus of the courses is on English for academic purposes. Following a communicative approach, the program presents the language in meaningful and authentic contexts and integrates the cognitive skills students need to become critical thinkers and independent learners.

Academic English Bridge
English Language Learners (ELL students) who have gained a solid foundation in English but still need academic support in their transition into degree-program work are placed in Academic English courses that help them prepare for the writing and speaking requirements of the college classroom.

Instructors
UWest's ESL teachers hold advanced degrees in such fields as English, TESOL, linguistics, and cultural studies. Many of them also teach courses in the University's General Education and Academic English program, which gives them insight into the immediate academic needs of those students who plan to continue their education at UWest or another American university.

Certificate of Completion
At the end of each semester, UWest awards certificates of completion to full-time ESL students who have completed their courses with an average grade of C or better and have not received an F in any course. These certificates acknowledge completion of a semester of ESL courses. ESL courses are neither degree-applicable nor do they count as academic credit.

Attendance Policy
The ESL Program is an intensive language learning program. In order to succeed, students need to attend classes regularly and participate actively. 90% attendance is required to receive a passing grade in any course.

Moreover, students who miss more than 10 hours of a given ESL course during one semester and do not submit evidence of acceptable reasons for such absences may be dropped from the course by decision of the Dean of Academic Affairs. For international students (F-1 visa holders), being dropped from a course may result in their falling below a full course load (defined as 20 hours per week for language training). This, in turn, can lead to termination of the student's I-20. Please contact the International Student Services Officer if you have any questions about this policy.

PACE Program (Program in American Cultural Education)
Throughout the year, UWest offers special programs for people of all ages. The PACE Program is offered in conjunction with the Department of Continuing Education. The tour is designed for groups and combines English teaching with exciting cultural activities and excursions. In class, students are encouraged to speak out as they learn about the United States, its cultures, and customs. Outside of class, students practice what they have learned when they visit nearby cultural centers and popular attractions such as the Getty Center, Disneyland, Hollywood, and the many other exciting sights southern California has to offer.

The ESL curriculum as well as the excursions are tailored to the needs, interests and timetable of each group. For a further glimpse into the American way of life, arrangements can be made for students to live with local home-stay families.

ACADEMIC ENGLISH BRIDGE COURSE DESCRIPTIONS

ENGL 100A College Writing (3)
Prerequisite: Qualifying score on UWest English Placement Test or by permission of Program Coordinator. Minimum passing grade is B. Can be taken for-credit only. Credit may be applied toward UG electives.
A college-level writing course primarily for the non-native English speaker. Includes a review of advanced grammatical concepts, sentence structure, and writing mechanics. The focus of the course is on the development of the paragraph and essay for academic purposes. Students will also be instructed on the use of word processing tools.

ENGL 100B College Speech (3)
Prerequisite: Qualifying score on UWest English Placement Test or by permission of Program Coordinator. Minimum passing grade is B. Can be taken for-credit only. Credit may be applied toward UG electives.
A college-level speech course primarily for the non-native English speaker. Focuses on speaking and listening requirements of the American college classroom, emphasizing group communication and presentation skills. Students improve oral communication skills in a variety of academic settings.

ENGL 100C English Skills for Business Majors (3)
Prerequisite: Qualifying score on UWest English Placement Test or by permission of Program Coordinator. Minimum passing grade is B. Can be taken for-credit only. Credit may be applied toward UG electives.
An Academic English bridge course primarily for the non-native English speaker. The course is tailored to meet the specific language needs of students majoring in business-related fields, with emphasis upon interpersonal communication, presentation skills, and reading and writing skills specific to the American business environment.

ENGLISH AS A SECOND LANGUAGE COURSE DESCRIPTIONS

ESL 011 Introduction to Reading Comprehension
Prerequisite: None.
Fundamental vocabulary and reading skills. Students learn how to read and understand short selections and practice the sounds and spelling of English.

ESL 012 Introduction to English Writing
Prerequisite: None.
Instruction in basic written English. Students have written practice in grammar, usage, punctuation, spelling, and simple sentence structure.

ESL 013 Introduction to English Grammar
Prerequisite: None.
Fundamental rules of usage, parts of speech, basic sentence structure, questions, short answers, negations, and functions of simple verb tenses. Instruction focuses on contextualized and basic communicative exercises.

ESL 014 Introduction to Speaking and Listening
Prerequisite: None.
Basic oral and listening comprehension skills through natural communication activities and authentic English presented in themes and dialogs.

ESL 021 Beginning Reading Comprehension
Prerequisite: Completion of ESL 011 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Students develop basic reading and vocabulary skills in American English, learn how to read and understand short selections, and practice the sounds and spelling of English.

ESL 022 Beginning Composition
Prerequisite: Completion of ESL 012 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Focuses on English sentence structure and basic paragraph development.

ESL 023 Basic Grammar
Prerequisite: Completion of ESL 013 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Students acquire the form, meaning, and usage of basic structures in English—such as basic sentence patterns, questions and short answers, pluralization, pronouns, prepositions, and the forms and functions of simple and continuous verb tenses—and study the parts of speech.

ESL 024 Beginning Speaking and Listening Skills
Prerequisite: Completion of ESL 014 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Designed to build communication skills through the practice involving various speaking situations. Listening activities are thematically organized and provide practice in understanding and responding to spoken English. Students increase their conversational competence through exposure to authentic discourse and natural communication activities.

ESL 031 Intermediate Reading Comprehension
Prerequisite: Completion of ESL 021 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Introduces reading skills necessary to succeed in college classes. Focus is on high-interest reading selections with pre- and post-reading activities.

ESL 032 Intermediate Composition
Prerequisite: Completion of ESL 022 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Students begin to develop the skills necessary to cope with the writing demands of a university. Paragraph development and basic essays.

ESL 033 Intermediate Grammar
Prerequisite: Completion of ESL 023 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Contextual approach to English grammar and sentence analysis. Includes syntactic structures, verb forms and tenses, types of nouns, the use of articles and determiners, gerunds, and infinitives.

ESL 034 Intermediate Speaking and Listening Skills
Prerequisite: Completion of ESL 024 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West .
Class activities stimulate oral communication through high-interest listening activities, pronunciation and intonation practice, and theme-based conversation that incorporates relevant aspects of American culture and customs. Introduces basic oral presentations.

ESL 041 High-Intermediate Reading Comprehension
Prerequisite: Completion of ESL 031 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Students begin to develop the higher-level reading vocabulary and critical thinking skills necessary to become competent, independent, and actively involved readers. Course work includes critical reading exercises aimed at developing strategies that help readers approach texts independently and confidently.

ESL 042 High Intermediate Composition
Prerequisite: Completion of ESL 032 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Focuses on essay writing, both academic and creative. Emphasis is placed on editing and revision techniques for proper organization, structure and style.

ESL 043 High Intermediate Grammar
Prerequisite: Completion of ESL 033 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Course work may include the full verbal morphology, perfect tenses, modals, active and passive voice, the conditional, causative forms and various types of subordinate clauses. Grammar is presented in meaningful contexts, approached analytically and synthetically, and practiced both orally and in writing.

ESL 044 High Intermediate Speaking and Listening Skills
Prerequisite: Completion of ESL 034 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Students improve language competence and pronunciation through natural communication activities and authentic English input. Oral presentations and interview situations.

ESL 051 Advanced Reading Comprehension
Prerequisite: Completion of ESL 041 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Focuses on the academic reading skills needed to succeed in American universities using a variety of English texts, including magazine articles, short stories, and newspaper reports. Course work includes oral presentation and discussion as well as writing tasks designed as pre-and post-reading activities. Weekly paced readings help students to increase their reading speed.

ESL 052 Advanced Writing
Prerequisite: Completion of ESL 042 and ESL 043 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Focuses on preparing students for college-level writing. Writing projects focus on organization and logical development and help the student acquire more sophisticated syntactic structures and vocabulary. Students improve grammatical accuracy and develop effective editing skills.

ESL 053 Advanced Grammar
Prerequisite: Completion of ESL 043 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West.
Further develops language skills necessary for academic reading, writing and debate. Advanced grammatical concepts of, e.g., verb tense, modality, specificity, reference, number and agreement, as well as the different types of clauses used in English. Students practice identifying, analyzing, applying and paraphrasing more sophisticated grammatical structures.

ESL 054 Advanced Speaking and Listening
Prerequisite: Completion of ESL 044 with a minimum grade of C or qualifying score on ESL Placement Test administered through University of the West
Focuses on improving abilities in listening and speaking for academic purposes by giving advanced students the opportunity to improve their spoken English through advanced listening and speaking exercises. Emphasis is also placed on researched oral presentation, debates, and formulating critical questions and participating in classroom discussions.

ESL Electives

ESL 035 American English Pronunciation
Prerequisite: Permission of instructor.
Sounds, stress, intonation, and rhythm. Students improve their awareness of English pronunciation and learn how to monitor themselves. Coursework includes individual assessment, interactive exercises, songs and poetry, and recording assignments.

ESL 036 American Cultural Issues
Prerequisite: None.
Involves work in all fundamental English skills, including reading, vocabulary, listening, and speaking in an interactive environment. Students engage in discussion and relate contemporary political and social topics to their own lives. In addition, classes include cultural activities, which incorporate film presentation and field trips for a better understanding of American language and culture.

ESL 047 TOEFL Preparation
Prerequisite: Completion of ESL 041, 042, and 043 with a minimum average grade of B or qualifying score on ESL Placement Test administered through University of the West.
Designed to prepare students for the IBT (Internet-based TOEFL (Test of English as a Foreign Language) and for success in an academic setting. Integrated skills approach to reading, writing, speaking and listening. Academic vocabulary skills and academic culture are also included.



SUMMER PROGRAMS

Credit and non-credit courses are available during the summer. The summer program is open to UWest students, students from other colleges, high school students and others who are interested. Students who are not officially enrolled in UWest are admitted as Continuing Education students.

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FULL-TIME FACULTY
(* indicates those with concurrent administrative and/or academic supervision functions)

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Enrollment Counselor: Community and Media Relations:
Jason Kosareff
Design Production and Administration:
Jesse Chang
Financial Aid Officers:
Lezli Fang
Jamie Johnston
Finance & Accounting Assistant, Student Accounts:
Jason Tseng
Food Services Assistants:
Kwai Ping Tang, Chun Chau
Food Services Manager:
Chuck Lee
General Education Coordinator
Vanessa Karam
Human Resources Coordinator/Legal Coordinator:
Lisa Portillo
Office Manager, General Services:
Mimi Lin
Information Technology Manager:
Michael Cheng
Institutional Research and Assessment Officer:
Pranay Bhatla
International Student Services Officer:
Vanessa Karam
Library Assistant:
Judy Hsu
Maintenance Manager:
Pedro Camacho
Maintenance Technician:
Julio Segura
Program Coordinator ESL:
Oscar Martinez
Psychology Programs Coordinator:
Amy Demyan
Purchasing and Facilities Manager:
Ricky Wen Hai Tan
Receptionist:
Jennifer Li
Registrar:
Carmela Chaney
Senior Information Technology Engineer:
James Liao
System Information Technology Engineer:
Rafael Wu
Student Success Center Coordinator:
Keith Brown
Web Design / Media Specialist:
Patrick Gonzaga

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Naichen Chen
Meitze Hu
Richard Kimball
Lewis R. Lancaster

Oriental Lee (deceased)
Robert A. Linzmeyer (deceased)
Edward McDonnell
Ananda WP Guruge
Charles Grande
Thich An-Hue (Claude Ware) (deceased)
Tsu-shen Lu
Roger Schmidt