

SCHOOL OF COMMUNITY EDUCATION AND PROFESSIONAL DEVELOPMENT

The School of Community Education and Professional Development offers programs of study leading to baccalaureate and associate degrees and a certificate of proficiency as listed below:

Bachelor of Professional Studies

Professional Studies

(Areas of Concentration)

Agriculture Business

Criminal Justice

Early Childhood Education

Industrial/Organizational Psychology

Information Technology

Public Relations

Bachelor of Science

Emergency Administration and Management

Associate of Science

Early Childhood Education

Associate of Applied Science

Industrial Systems

Technical Certificate

Industrial Electronic Technology

Applicability of transfer credit to meet specific degree requirements depends on the major selected by the transfer student. The transfer student should review the Transfer Credit policy in the Admission section of this catalog and meet with their academic advisor to determine final transfer credit eligibility for the selected program of study.

The Bachelor of Professional Studies (BPS) is proposed primarily as a degree-completion program targeting individuals who have completed an associate of applied science degree, other associate degrees, certificates, and community college programs. The curriculum provides a specific knowledge base, skills, and competencies to assist persons in the workforce in their efforts toward job progression and career advancement.

The degree is designed to provide the student maximum diversity when making career decisions and a broader understanding of what is required of a professional working in highly specialized technical and service industry positions. The curriculum is structured to offer a program of study which can be tailored to meet the variety of professional development and career enhancement needs of students and their current or prospective employers.

Students may select one of the following concentration areas: agriculture business, early childhood education, information technology, industrial/organizational psychology, criminal justice, or public relations. The degree will follow the same guidelines as all other bachelor's degrees in requiring 37 hours of general education coursework and a minimum of 40 hours of upper division courses.

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Transfer Students

Bachelor of Professional Studies

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Curriculum in Professional Studies

Degree Completion Plan Beginning in Fall Semester

Freshman				Sophomore			
Fall	Spring		Fall	Spring			
ENGL 1013 ¹	3	ENGL 1023 ¹	3	Social Sciences ¹	3	Humanities ¹	3
Science with Lab ¹	4	Science with Lab ¹	4	ENGL 2053	3	Specialty Course ²	3
Social Sciences ¹	3	Social Sciences ¹	3	SPH 2003	3	Technical Course ³	3
Specialty Course ²	3	MATH 1113	3	Specialty Course ²	3	U.S. History ¹	3
COMS 1003 or BUAD 2003	3	Specialty Course ²	6	Fine Arts ¹	3	Elective (3000-4000 Level)	3
				BUAD 2053 or MATH 2163	3	WS 1002 ¹	2
Total Hours	16	Total Hours	19	Total Hours	18	Total Hours	17
Junior				Senior			
Fall	Spring		Fall	Spring			
Specialty Course ²	3	Technical Courses ³	6	PS 3003	3	PS 4006	6
PSY 3093	3	Elective (3000-4000 Level)	3	Technical Courses ³	6	Technical Courses ³	9
Technical Courses ³	6	PS 3023	3	Elective (3000-4000 Level)	3		
Elective (3000-4000 Level)	3						
Total Hours	15	Total Hours	12	Total Hours	12	Total Hours	15

Degree Completion Plan Beginning in Spring Semester

Freshman				Sophomore			
Spring	Fall		Spring	Fall			
ENGL 1013 ¹	3	ENGL 1023 ¹	3	Social Sciences ¹	3	Humanities ¹	3
Science with Lab ¹	4	Science with Lab ¹	4	ENGL 2053	3	Specialty Course ²	3
Social Science ¹	3	Social Sciences ¹	3	SPH 2003	3	Technical Courses ³	3
Specialty Course ²	3	MATH 1113	3	Specialty Course ²	3	U.S. HIST ¹	3
COMS 1003 or BUAD 2003	3	Specialty Courses ²	6	Fine Arts ¹	3	Elective (3000-4000 Level)	3
				BUAD 2053 or MATH 2163	3	WS 1002 ¹	2
Total Hours	16	Total Hours	19	Total Hours	18	Total Hours	17
Junior				Senior			
Spring	Fall		Spring	Fall			
Specialty Course ²	3	Technical Courses ³	6	PS 3003	3	PS 4006	6
PS 3023	3	Elective (3000-4000 Level)	3	Technical Courses ³	6	Technical Courses ³	9
Technical Courses ³	6	PSY 3093	3	Elective (3000-4000 Level)	3		
Elective (3000-4000 Level)	3						
Total Hours	15	Total Hours	12	Total Hours	12	Total Hours	15

¹See appropriate alternatives or substitutions in "General Education Requirements" on page 83.

²Courses in the concentration areas as listed below, or a validated NOCTI exam in the student's area of concentration may serve as a Specialty Area-same requirements for NOCTI exam as listed in the Industrial Systems requirements.

³Technical courses taken as part of an associate degree or from a community college may be transferred into the BPS degree.

⁴At least 40 of the total hours required for graduation must be 3000-4000 level courses: no more than 27 hours of electives towards the degree may be taken from the School of Business.

2Specialty/Concentration Areas:

Early Childhood Education: 18 hours
 Take: ECED 2001 and ECED 2002 (concurrent enrollment); ECED 3023 and ECED 3033 (concurrent enrollment); EDMD 3013, MATH 2033, and BIOL 3213.

Information Technology: 19 hours
 Take: COMS 1333, COMS 1403, COMS 1411, COMS 2003, COMS 2233, COMS 2700, COMS 2703, and 3 hours COMS elective credit.

Industrial/Organizational Psychology: 19 hours
 Take: PSY 2003, PSY 2053, PSY 2074 and 9 hours from the following: PSY 2023, PSY 3093, PSY 4033, PSY 4043, PSY 4234.

Criminal Justice: 18 hours
 Take: CJ 2003, CJ 2043, CJ 3023, CJ/RS 3063, CJ 3103, and CJ 3153.

Public Relations: 18 hours
 Take: SPH 3033, SPH 4153, JOUR 3173, JOUR 4173, JOUR 3273, and COMS 2003.

Agriculture Business: 18 hours
 Take: AGBU 2063, AGBU 2073, AGBU 3133, AGBU 4013, AGBU 4003, and AGBU 4023.

The Associate of Science degree in Early Childhood Education is structured to provide a seamless acquisition of academic requirements for various career levels in occupations related to child care and early childhood education in the public and private sectors. The early childhood education courses provide the academic requirements for meeting assessment guidelines for the Child Development Associate (CDA) credential. The general education courses meet the requirements for the Bachelor of Science degree in Early Childhood Education.

Early Childhood Education Associate of Science

Curriculum in Early Childhood Education Suggested Sequence of Courses

Fall	Freshman		Sophomore	
	Spring	Fall	Spring	
ENGL 1013	3 ENGL 1023	3 ART 2123	3 POLS 2003	3
Mathematics ¹	3 PHSC 1013	3 HIST 2003 or 2013	3 ECE 2991-9 ²	9
BIOL 1014	4 PHSC 1021	1 Humanities ¹	3	
SOC 1003	3 PE 2513	3 ECE 2513	3	
ECE 2312	2 WS 1002	2 ECE 2613	3	
ECE 2112	2 ECE 2212	2		
	GEOG 2013	3		
Total Hours	17 Total Hours	17 Total Hours	15 Total Hours	12

¹See appropriate alternatives or substitutions in "General Education Requirements" on page 83.

²Enrollment must be approved by advisor.

The Associate of Applied Science Degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While a few institutions have recently begun to accept some courses in A.A.S. programs, the general rule is that courses in the A.A.S. Degrees are not accepted in transfer toward bachelor's degrees. Students to whom transfer is important should get assurance in writing in advance and only from the institution to which they wish to transfer.

Associate Degrees and Technical Certificates

The Industrial Systems program leads to the Associate of Applied Science degree. This program is designed to: (1) prepare students for jobs in the use and maintenance of common electrical and electronic instruments along with industrial machines and equipment, and (2) enhance the technical skills and job-related knowledge of persons who are currently employed in the industrial field or anticipating a career in a related field.

Industrial Systems Associate of Applied Science

Courses in general areas related to electronics and maintenance for industry are combined with general education courses to provide a firm foundation in basic electronics, math, and writing skills. Instruction also includes power distribution, programmable logic controllers, hydraulic power, welding, and basic machining. Emphasis is placed on troubleshooting skills and preventive maintenance techniques.

Upon advisor approval, documented competencies acquired through training, certification, or licensure may be substituted as equivalencies for related technical courses. The majority of the technical courses are offered on a flexible schedule on campus, at off-site industrial locations, or on the web.

To be admitted to the program, one must do the following: (1) apply for admission to Arkansas Tech University, (2) send to the university a certified copy of high school transcript, GED certificate, or college transcript(s), and (3) take the ACT or COMPASS. Those who make a score of less than 19 on the ACT in English, Mathematics, or Reading will need to take the appropriate developmental course or courses. Those who make a score of less than 42 in Math, 75 in Writing and 82 in Reading on the COMPASS will also be required to take the appropriate developmental course or courses.

The program allows the student to earn up to six hours of articulated college credit for demonstrated competencies validated by an exam provided by the National Occupational Competency Testing Institute (NOCTI). In order to receive validated credit:

1. The student may take a teacher/expert worker exam in the occupational area for which the student is requesting credit and score no lower than one standard deviation below the national mean.
2. The student must successfully complete 15 semester hours of credit at Arkansas Tech University (excluding developmental hours) before the six hours of validated credit can be awarded.
3. The credit awarded for articulated competency will be designated on the transcript but will not count in the calculation of the student's grade point average.
4. Scores from the NOCTI exam completed more than five (5) years prior to application for admission to the program will not be accepted.

Curriculum in Industrial Systems Suggested Sequence of Courses

Freshman		Sophomore					
Fall	Spring	Fall	Spring	Fall	Spring		
ENGL 1013	3	ENGL 1023	3	TMAT 1003	3	TMAC 1013	3
COMS 1003	3	TELT 1123	3	TELT 1313	3	MCEG 1002	2
TELT 1013	3	TELT 1223	3	TELT 2013	3	Technical Elective ²	3
TDFT 1013	3	Mathematics ¹	3	Technical Elective ²	3	TELT 2503	3
TIPM 1103	3	TMAC 1133	3	Social Sciences ¹	3	TMAC 1023	3
		TIPM 1203	3			TELT 2223	3
Total Hours	15	Total Hours	18	Total Hours	15	Total Hours	17

¹See appropriate alternatives or substitutions in "General Education Requirements" on page 83.

²Technical Electives: Six hours may be selected from the following courses: TELT 2991-5, TELT 2233, TACR 2223, TACR 2213, TACR 2013, COMS 1203 (comparable computer course may be substituted upon approval of advisor).

2Technical Electives

Each student will be required to complete 6 hours of technical electives. In selecting courses to fulfill the technical elective hours, the student shall work with an advisor to develop a cohesive set of courses to address the particular needs of the students. NOCTI scores which meet the required standards may be used as an equivalency to satisfy the six hours of technical electives.

Advanced Problems in Industrial Systems (TELT 2991-5)

Advanced PLC Systems (TELT 2233)

Ammonia Refrigeration Systems (TACR 2223)

Introduction to Boiler and Steam Generation (TACR 2213)

Introduction to Air Conditioning Systems (TACR 2013)

Programming in Basic (COMS 1203)*

*Comparable computer course may be substituted upon approval of advisor.

The Technical Certificate in Industrial Electronic Technology is designed to enhance the technical skills and job-related knowledge of individuals who are currently employed in the industrial field as well as other persons seeking careers in Industrial Systems. Upon advisor approval, documented competencies acquired through training, certification, or licensure may be substituted as equivalencies for related technical courses. The majority of the technical courses are offered on a flexible schedule on campus, at off-site industrial locations and on the web. Courses taken for the certificate may be applied to the Associate of Applied Science degree in Industrial Systems.

Industrial Electronic Technology Technical Certificate

Certificate Requirements Suggested Sequence of Courses

Freshman			
Fall		Spring	
TELT 1013	3	TELT 1123	3
COMS 1003	3	TELT 1223	3
TDFT 1013	3	ENGL 1013 ¹	3
TIPM 1103	3	TELT 2013	3
TMAT 1003	3	TELT 1313	3
Total Hours	15	Total Hours	15

¹See appropriate alternatives or substitutions in "General Education Requirements" on page 83.

DEPARTMENT OF EMERGENCY ADMINISTRATION AND MANAGEMENT

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The bachelor of science degree in Emergency Administration and Management (EAM) was established in 1997. Arkansas Tech University was one of the first institutions to offer a baccalaureate degree in this specialized and rapidly growing academic discipline. In 2006, the program became the first degree program to receive accreditation on a national as well as international level from the Foundation of Higher Education Accreditation in Emergency Management. In view of the interest in this degree from a wide geographic area including foreign countries, the degree is also available online as an electronic degree that was approved by the Higher Learning Commission in 2005. The program offers a master of science degree in Emergency Management and Homeland security for students seeking an advanced degree in the discipline.

The Department of Emergency Administration and Management at Arkansas Tech University is dedicated to:

1. Increasing learning and knowledge by providing outstanding teaching, scholarship, and service for the university and community.
2. Sustaining a department that supports faculty and students in their professional and intellectual growth.
3. Educating students to become leaders in the emergency management discipline and to make a positive contribution to the field.

Interest in emergency management and its importance from the global perspective have increased following recent events related to natural and technological hazards, terrorism, and other Homeland Security issues. The degree supports advancement opportunities for career professionals in a broad range of discipline areas as well as appealing to students seeking careers in emergency management in both the private and public sectors.

The curriculum in the EAM degree is based on the following core competencies for emergency managers:

Management skills
Communication skills
Leadership and decision making skills
Technical skills
Political, bureaucratic and social contexts
Comprehensive emergency management contexts
Legal and ethical contexts
Practical applications

The curriculum requires all students to complete 30 hours of EAM core courses which include 12 hours of credit for externship/internship experiences. This focus of the program is designed to build a solid foundation in emergency management concepts, competencies, and demonstrated applications. Additionally, students are required to complete 15 hours in an administrative core and 21 hours in an interdisciplinary core, which can include courses in both the natural and social sciences. Students have the option of addressing the interdisciplinary core by completing a minor in an area approved by the advisor as long as the total coursework equals 21 hours.

Curriculum in Emergency Administration and Management

Degree Completion Plan Beginning in Fall Semester

Freshman		Sophomore			
Fall	Spring	Fall	Spring		
ENGL 1013 ¹	3 ENGL 1023 ¹	3 Social Sciences ¹	3 Social Sciences ¹	3	3
Social Sciences ¹	3 Social Sciences ¹	3 Fine Arts/Humanities ¹	3 Fine Arts/Humanities ¹	3	3
Science with Lab ¹	4 Science with Lab ¹	4 Physical Activity ¹	1 Physical Activity ¹	1	1
MATH 1113	3 EAM 1013	3 EAM 3003 ⁴	3 EAM 4033	3	3
EAM 1003	3 Interdisciplinary Core ²	3 Interdisciplinary Core ²	3 Interdisciplinary Core ²	3	3
		Administrative ³	3 Administrative ³	3	3
Total Hours	16 Total Hours	16 Total Hours	16 Total Hours	16 Total Hours	16
Junior		Senior			
Fall	Spring	Fall	Spring		
EAM Core ⁴	6 EAM 3206	6 EAM Core ⁴	6 EAM 4106	6	6
Administrative ³	3 EAM 3123	3 Elective	3 Elective	3	3
Interdisciplinary Core ²	3 Interdisciplinary Core ²	3 Interdisciplinary Core ²	6		
Elective	3 Administrative ³	3 Administrative ³	3		
	EAM 4023	3			
Total Hours	15 Total Hours	18 Total Hours	18 Total Hours	18 Total Hours	9

Degree Completion Plan Beginning in Spring Semester

Freshman		Sophomore			
Spring	Fall	Spring	Fall		
ENGL 1013 ¹	3 ENGL 1023 ¹	3 Social Sciences ¹	3 Social Sciences ¹	3	3
Social Sciences ¹	3 Social Sciences ¹	3 Fine Art/Humanities ¹	3 Fine Art/Humanities ¹	3	3
Science with Lab ¹	4 Science with Lab ¹	4 Physical Activity ¹	1 Physical Activity ¹	1	1
MATH 1113	3 EAM 1013	3 EAM 3123 ⁴	3 EAM 4033	3	3
EAM 1003	3 Interdisciplinary Core ²	3 Interdisciplinary Core ²	3 Interdisciplinary Core ²	3	3
		Administrative ³	3 Administrative ³	3	3
Total Hours	16 Total Hours	16 Total Hours	16 Total Hours	16 Total Hours	16
Junior		Senior			
Spring	Fall	Spring	Fall		
EAM 3123	3 EAM 3003	3 EAM Core ⁴	9		
EAM 4023	3 EAM 3206	6 Elective	3		
Interdisciplinary Core ²	3 Interdisciplinary Core ²	6 Interdisciplinary Core ²	3 EAM 4106	6	6
Administrative ³	3 Administrative ³	3 Administrative ³	3 Elective	3	3
Elective	3				
Total Hours	15 Total Hours	18 Total Hours	18 Total Hours	18 Total Hours	9

¹See appropriate alternatives or substitutions "General Education Requirements" on page 83.

²See Appropriate alternatives in "Interdisciplinary Core"

³See appropriate alternatives in "Required Administrative Core".

⁴See appropriate substitutions in "EAM Core"

**EAM Core
(30 hours)**

The student will select with the advisor's recommendation 30 hours of credit from the EAM Core courses. EAM 1003, EAM 1013, and EAM 4033 are required classes for all students. In addition, all students must take 12 hours (EAM 3206 and EAM 4106) from the Practical Applications in addition to the 30 hours. Courses used in other categories, i.e. EAM Core, Administrative, or Interdisciplinary may not be counted in another category.

EAM 1003 Living in a Hazardous Environment
EAM 1013 Aim and Scope of Emergency Management
EAM 2033 Citizen/Family/Community Disaster Preparedness Education
EAM 3003 Developing Emergency Management Skills
EAM 3013 Public Policy Issues in Emergency Management
EAM 3023 Principles and Practice of Disaster Planning and Response Operations
EAM 3033 The Social Dimensions of Disaster
EAM 3123 Public Information Skills for Emergency Managers
EAM 3133 Applied Principles of Personnel Management
EAM 3143 The Economics of Hazards and Disaster
EAM 3243 Introduction to Terrorism
EAM 4003 Principles and Practice of Disaster Relief and Recovery
EAM 4013 Business and Industry Crisis Management
EAM 4023 Information Technology and Emergency Management
EAM 4033 Emergency Management Research Methods/Analysis
EAM 4043 Disaster and Emergency Management Ethics
EAM 4053 Community Management of Hazardous Materials
EAM 4991-3 Special Problems and Topics

**Practical Applications
(12 hours)**

EAM 3206 Externship
EAM 4106 Practicum/Internship

**Administrative Core¹
(15 hours)**

The student will select with the advisor's recommendation 15 hours of credit from the following courses which are currently offered within each departmental area.

BUAD 1003 Introduction to Business Systems
BUAD 2003 Business Information Systems **or**
COMS 1003 Introduction to Computer Based Systems
BUAD 2033 Legal Environment of Business
BUAD 2053 Business Statistics **or**
SOC 2053 Statistics for the Behavioral Sciences **or**
MATH 2163 Introduction to Statistical Methods
COMS 1333 Web Publishing I
COMS 1403 Orientation to Computing, Information, and Technology
COMS 2003 Microcomputer Applications
EAM 3133 Applied Principles of Personnel Management
ENGL 2053 Technical Writing
HA/RP 4113 Personnel Management in
Parks, Recreation, and Hospitality Administration
JOUR 2133 Introduction to Mass Communication
JOUR 4033 Community Journalism
JOUR 4083 New Communication Technology
JOUR 4123 Laws of Communication
PS 3023 Professional Communications
SPH 1003 Introduction to Speech-Communication
SPH 2003 Public Speaking
SPH 2173 Business and Professional Speaking
SPH 3003 Interpersonal Communication
SPH 3013 Intercultural Communication

SPH 3033 Interviewing Principles and Practices
SPH 3073 Group Communication
SPH 4063 Organizational Communication
SPH 4153 Persuasive Theory and Audience Analysis

¹Students must address any prerequisites for these courses

The student will select with the advisor's recommendation 21 hours of credit from the following courses which are currently offered within each departmental area.

ANTH 2003 Cultural Anthropology
BIOL 1004 Principles of Environmental Science
BIOL 3043 Conservation
BIOL 3054 Microbiology
BIOL 3114 Principles of Ecology
BIOL 4023 Immunology
BIOL 4094 Coastal Ecology
CHEM 2143 Environmental Chemistry
CHEM 2204 Organic Physiological Chemistry
CHEM 3245 Quantitative Analysis
CHEM 3254 Fundamentals of Organic Chemistry
CHEM 3264 Mechanistic Organic Chemistry
CHEM 3324 Physical Chemistry I
CHEM 3334 Physical Chemistry II
CHEM 3344 Principles of Biochemistry
CHEM 3353 Fundamentals of Toxicology
CHEM 4422 Advanced Organic Chemistry
COMS 2703 Computer Networks and Architecture
COMS 2733 Introduction to Computer Forensics and Security
COMS 4703 Data Communications and Networks
COMS 4713 Heterogeneous Networks
CJ 2003 Introduction to Criminal Justice
CJ/SOC 3023 Judicial Process
CJ 4023 Law and the Legal System
GEOG 2013 Regional Geography of the World
GEOG 2023 Human Geography
GEOG 3033 Physical Geography
GEOG 4023 Economic Geography
GEOG 4833 Geographic Information Systems
GEOL 1014 Physical Geology
GEOL 3044 Geomorphology
GEOL 3083 Hydrogeology
GEOL 3153 Environmental Geology
HA 1013 Sanitation and Safety
HLED 3203 Consumer Health Programs
JOUR 2143 News Writing
JOUR 3173 Public Relations Principles
JOUR 3273 Public Relations Writing
MATH 2183 Statistical Process Control
MATH 2243 Calculus for Business and Economics
MATH 3153 Applied Statistics I
MATH 4123 Mathematical Modeling
MATH 4173 Advanced Biostatistics
PE 2513 First Aid
PHSC 3033 Meteorology
PHYS 3213 Modern Physics

Interdisciplinary Core^{1,2}
(21 hours)

POLS 2013 Introduction to Political Science
 POLS 3033 American State and Local Government
 POLS 3053 Introduction to Public Administration
 POLS 3093 American Municipal Government
 POLS 3403 Comparative Government
 POLS 3413 International Relations
 POLS 3473 National Security Policy
 POLS 4103 Environmental Politics
 PSY 2003 General Psychology
 PSY 2033 Psychology of Adjustment
 PSY/SOC 3013 Psychosocial Aspects of Death and Dying
 PSY 3043 Environmental Psychology
 PSY 3063 Developmental Psychology I
 PSY 3093 Industrial Psychology
 PSY 3163 Developmental Psychology II
 RP 1993 Basic Forest Fighting
 RP 3053 Natural Resource Management and Planning
 RP 3993 Wildland Fire Practices in Natural Resource Management
 RP 4053 Water Resources Development
 SOC 1003 Introductory Sociology
 SOC/CJ 2033 Social Problems
 SOC 3003 Sociology of Complex Organizations
 SOC 3063 Communities
 SOC/CJ 3083 Social Deviance
 SOC 4003 Minority Relations

¹Students must address any prerequisites for these courses

²Students can complete the Interdisciplinary Core by minoring in one of the following subjects. If the minor doesn't total 21 hours, they can take an additional course from the above list.

Anthropology, Biology, Chemistry, Criminal Justice, Engineering Physics, Geography, Geology, History, Hospitality Administration, Journalism, Physical Science, Political Science, Psychology, Recreation and Park Administration, Sociology, Speech.

Minor Emergency Administration and Management

The minor in Emergency Administration and Management is designed to provide additional breadth for students majoring in related programs in the field of crisis and disaster management. The minor will require 18 hours of coursework emphasizing content in areas of human and physical consequences of natural and technological disasters along with mitigation procedures. Students may wish to minor in Emergency Administration and Management from disciplines listed in the Interdisciplinary Core such as Biology, Chemistry, Computer and Information Science, Criminal Justice, and Journalism.

*EAM 1003 Living in a Hazardous Environment

*EAM 1013 Aim and Scope of Emergency Management

Twelve hours of upper division EAM Core Classes

*Required for the Bachelor's degree in EAM