

# GENERAL INFORMATION

## The Campus

Arkansas Tech University, with its spacious 516-acre campus, is located on the northern edge of the city of Russellville. This growing community, with a population of approximately 24,000, is ideally situated between the mountains of the Ozark National Forest on the north and those of the Ouachita National Forest on the south. It is midway between the state's two largest population centers, Fort Smith, 85 miles to the west, and Little Rock, 75 miles to the east. Interstate Highway 40 passes just north of the campus and connects these two cities.

Arkansas Tech University's Lake Point Conference Center is located west of Russellville and is home to the School of Community Education and Professional Development and offers both credit and non-credit programs. Lake Point is nestled on Lake Dardanelle in a beautiful wooded setting and offers private guest rooms, elegant and casual food service, unique amenities and spectacular views from every building. Lake Point Conference Center can accommodate a wide variety of meetings, training, conferences, retreats, as well as business and social functions.

In addition, Russellville is the crossroads of activity for State Highways 7, 22, 64, and 124. The historic natural crossing of the Arkansas River at Dardanelle is four miles to the south. The navigable river forms a 36,600 acre lake with 315 miles of shoreline behind a lock and dam located just southwest of the city. The Missouri Pacific Railroad passes through the city and parallels the river between Little Rock and Fort Smith.

Russellville is the county seat of Pope County. Historic Dwight Mission, established by the American Board of Foreign Missions among the Cherokee Indians in 1821, was located a short distance west of the campus of Arkansas Tech University on Illinois Bayou, where that stream is now crossed by Highway 64. Descendants of Cephas Washburn, the intrepid missionary who founded the mission and named it for Timothy Dwight of Yale, live in Russellville at the present time.

Arkansas Tech University is in the center of an area experiencing vigorous industrial development as evidenced by the growth of local industry and the number of national concerns locating plants in the area. Nuclear One, the first nuclear power plant completed in the Southwest, and a second nuclear power unit have been constructed near Russellville by Entergy, thus assuring continued industrial growth. Headquarters for District 9 of the Arkansas Highway Department and for the Ozark – St. Francis National Forests are located in Russellville. The McClellan – Kerr Navigation Project is having a significant effect upon the development of the area. The impoundment of the Arkansas River has formed Lake Dardanelle which borders the west edge of the campus. Poultry, cattle, soybeans, cotton, and lumber are the principal money crops in the area served by Arkansas Tech University.

Arkansas Tech University was created by an act of the Arkansas General Assembly in 1909. Under the provisions of this Act, the state was divided into four Agricultural School Districts. Boards of Trustees were appointed by the Governor with the approval of the Senate, and appropriations were made for the erection of buildings and employment of a faculty for a district agricultural school in each of the four districts.

Twenty counties of northwestern Arkansas were designated as the Second District. Governor Donaghey appointed W. U. Balkman, J. R. Williams, H. S. Mobley, A. D. Shinn, and O. P. Nixon as a Board of Trustees for the Second District Agricultural School. Several towns made efforts to have the school located in their area. After considering all proposals, the Board of Trustees decided to locate it at Russellville, which had made an offer of a tract of 400 acres of land adjoining the city limits and a cash bonus of several thousand dollars.

The school opened its doors for students in the fall of 1910. The first class to graduate from the school was the high school class of 1912. In 1921-22, a freshman

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year of college work was offered, in 1922-23 a second year, in 1923-24 a third year, and in 1924-25 a fourth year. The General Assembly in 1925 changed the name from the Second District Agricultural School to Arkansas Polytechnic College with power to grant degrees. The class of 1925 was graduated with the degree of bachelor of science, as was the class of 1926. The effort to maintain a four-year high school and a four-year college proved beyond the resources of the institution at that time, and it became a junior college in the fall of 1927. The four years of secondary work were dropped, one year at a time, and the last high school class was the class of 1929.

Changing and increased demands for college education in Arkansas caused the Board of Trustees in 1948 to convert the college from a junior college to a degree-granting institution. In 1948-49 the college offered the third year of college work, and in 1949-50 the fourth year, with the first baccalaureate degrees awarded at the end of the 1949-50 spring semester. A graduate program leading to the degree of master of education was established in 1976. Graduate courses were first offered by Arkansas Tech in the summer of 1975.

In accordance with an act of the Arkansas General Assembly and by the authority of the State of Arkansas Board of Higher Education, the name of Arkansas Polytechnic College was changed to Arkansas Tech University, effective July 9, 1976.

Arkansas Tech has consistently adjusted its scope to accommodate immediate and future needs. In 1985 the institution reorganized its programs into the Schools of Business, Education, Liberal and Fine Arts, Physical and Life Sciences, and Systems Science. In 1997, the School of Community Education and Professional Development was established.

## **Mission Statement**

(adopted February 28, 2008)

Arkansas Tech University, a state-supported institution of higher education, is dedicated to nurturing scholastic development, integrity and professionalism. The University offers a wide range of traditional and innovative programs which provide a solid educational foundation for life-long learning to a diverse community of learners.

## **Purpose of Graduate Program**

The purpose of the graduate program is to provide graduate education opportunities in professional education, sciences, technology, and the liberal arts to anyone who seeks, and who is eligible for admission to the University.

Arkansas Tech University currently offers the following graduate degrees: Master of Arts, Master of Education, Master of Liberal Arts, Master of Science, Master of Science in Education, Master of Science in Nursing, Master of Engineering, and Educational Specialist.

The University has an interest in meeting the professional growth and advancement needs of certified teachers and professionals in the service region. The Master of Education includes majors in Instructional Improvement; Educational Leadership; Elementary Education; School Counseling and Leadership; and Teaching, Learning and Leadership. Programs in Secondary Education include secondary education specializations in English, Instructional Technology, Mathematics, Physical Education, and Social Studies. The Master of Science in Education specializes exclusively in Gifted Education.

The Educational Specialist degree in Educational Leadership prepares school leaders for district level leadership positions and leads to building level licensure in Arkansas.

The Master of Liberal Arts offers major concentrations in Communications, Fine Arts, and Social Sciences. It is designed to serve the graduate education needs not only of certified teachers, but of anyone interested in the post-baccalaureate study of the liberal arts, including professionals with specialized undergraduate backgrounds.

The Master of Arts in English, Teaching English as a Second Language (TESL), History, Spanish, and Teaching English to Speakers of Other Languages (TESOL)

provide for more specialized study for students interested in these areas. It will also prepare those students interested in pursuing the doctorate.

The Master of Arts in Multi-Media Journalism offers professionals the opportunity to study journalism as impacted by the growth of technology.

The Master of Science in College Student Personnel is a two-year, practitioner-oriented program, philosophically based in college student development and university administration. It is designed to prepare thoughtful, compassionate, first-line student and university service administrators armed with the knowledge, skills and dispositions needed to begin a career in the variety of settings in which such services are needed. These include, but are not limited to, admissions counseling, advising, financial aid, orientation, housing, student programming, alumni affairs and development.

The Master of Science in Emergency Management and Homeland Security offers a specialized program both for existing career professionals in the discipline and for those seeking the diverse employment opportunities available in this evolving career field.

The Master of Science in Fisheries and Wildlife Science offers a research-based program for those interested in the areas of fisheries and wildlife, and also serves in preparation for those pursuing the doctorate.

The Master of Science in Information Technology provides for education in technology information management. This program has two options: (1) Computer-Based Instructional Technology in educational settings, and (2) Information Technology in business settings.

The Master of Science in Psychology program is designed to provide advanced students with sufficient breadth and depth to function in a variety of professional environments.

The Master of Engineering program is designed to provide for advanced study and opportunities in project management and team leader positions.

The Master of Science in Nursing program is designed to provide advanced study for nurses in the area of emergency management.

Arkansas Tech University holds to the principle that graduate-level scholarship should be based on highly developed habits of critical judgment, independent thinking, creative initiative, and disciplined inquiry. Successful completion of the graduate program signifies that the student has acquired the research skills of an independent scholar, with expertise in a particular field of study.

The student admitted to graduate study at Arkansas Tech University should not expect to acquire these skills and to achieve this expertise through classroom and laboratory instruction alone; rather, the student should expect to draw upon independent resources to collect, organize, and synthesize research data and information in order to achieve scholarly expertise in the chosen field of study. Graduate study, then, aids the student to acquire the skills needed to identify important problems, to establish modes of inquiry, to formulate proposed solutions, and to communicate the interpretation of scholarly and research analysis.

The graduate program is administered by the Dean of Graduate School who is directly responsible to the Vice President for Academic Affairs. Policies governing the graduate program are developed by the Graduate Council; matters pertaining to the graduate teacher education program are reviewed and approved by the Teacher Education Council before being presented to the Graduate Council. Policies are then approved by the Vice President for Academic Affairs, President of the University, and the Board of Trustees.

**While every effort will be made to conform to catalog announcements, the University reserves the right to adapt its program as may be necessary.**

## Philosophy of Graduate Program

## Administration of Graduate Program

## Physical Plant

The physical plant of Arkansas Tech University includes sixty-four buildings located on a tract of 516 acres near the northern boundary of the city of Russellville. Acreage provides space for varsity and intramural recreational activities, drill fields, and the University farm. The McClellan – Kerr Arkansas River Navigation System provides a freshwater lake which borders on the west edge of the campus.

All instructional programs are taught in buildings which have been specifically designed or modified to complement the projected instructional tasks. The Corley Building, completed in 1988, provides instructional space and state of the art laboratories for engineering, business, computer science, accounting and mathematics. The Center for Energy Studies, completed in the spring of 1994, supports research in areas related to energy and the environment. During the spring of 1993, Dean Hall renovation was completed to provide modern facilities for the instructional programs in agriculture, nursing, foreign languages, and emergency administration management. The Health and Wellness Center is also housed in Dean Hall.

Arkansas Tech University has several resources which lend themselves to serving the cultural and recreational needs of the University and surrounding community. The John E. Tucker Coliseum complements the instructional program by providing a modern setting for concerts, conventions, and sporting events. The Hull Physical Education building, renovated in 2001, has an Olympic-style swimming pool which is used for physical education classes; for recreational swimming for students, faculty, and staff; and by the community swim club. The Witherspoon Arts and Humanities Building has a modern auditorium with a seating capacity of 742. The L.L. "Doc" Bryan Student Services Center and the Student Activities Building constitute the main facilities for student services, student government, publications, and indoor recreational activities. The Museum of Prehistory and History, located in Tucker Hall, contains exhibits on archeology and early history of western Arkansas; museum lectures and events address cultural needs on the campus and in the community, and offer opportunities for students in the Parks, Recreation and Hospitality Department to become involved in interpretive activities.

Ross Pendergraft Library and Technology Center houses more than 1,175,000 items, including: 160,000 print volumes; 885,000 microforms; 110,000 government documents; 9,200 multimedia items; and 1,025 periodical subscriptions. Among these holdings are extensive backfiles of journals and newspapers. Photocopiers and microform reader-printers are available using the VendaCard system. The library is a member of AMIGOS/OCLC, a regional broker of international bibliographic data and information services. Over eighty-five electronic databases covering most subjects are accessible from the library and over the Internet through the Tech homepage at <<http://library.atu.edu>>. Assistance in the retrieval and use of materials is provided by seven professional librarians, nine paraprofessional staff, and a number of part-time employees. Librarian-mediated instruction and online searches are provided on request. Materials not available in the library may be requested through our interlibrary loan system, normally at no charge. The Library is the publisher of the retrospective ***Arkansas Gazette Index***.

Pendergraft Library is open 89.5 hours per week except between semesters and during holidays. The state-of-the-art facility includes a variety of computer labs (both open use and instructional), a music/multimedia lab, two distance learning classrooms, a large conference room, five breakout/meeting rooms, ten group study rooms, satellite downlink, cable TV connections, 135 publicly accessible computers, 132 lab computers, about 400 data drops for laptop computers, and access to the Tech wireless network.

# FEES AND CHARGES

(Subject to changes as necessary)

<b>Tuition and Fees</b>	
Resident -- per credit hour <sup>1</sup>	\$175
Non-resident -- per credit hour <sup>1,2</sup>	350
<b>Student Activity Fee<sup>3</sup></b>	
9 Hours and Greater	25
8 Hours and Less	5
Summer	5
Technology fee (required each semester or term)	100
Assessment fee (required each semester or term)	10
Transcript fee (required each semester or term)	5
Instructional support fee (per credit hour)	4
Strategic Facilities Initiative fee	4
<b>International Student Service fee</b>	
Per semester (fall/spring)	30
Per summer term (five-week)	15
Per mini-term	10
<b>Residence Hall Board Charges</b>	
19 meal-per-week plan	945
15 meal-per-week + \$100 Declining Balance Dollars	1,032
165 meals + \$100 Declining Balance Dollars	976
145 meals + \$130 Declining Balance Dollars	976
106 meals + \$150 Declining Balance Dollars	945
<b>Residence Hall Room Charges</b>	
Baswell, Paine, South, Nutt (Double) Halls and Stadium Suite (Co-ed)	1,500
Jones and Roush Halls	1,250
Brown, Caraway, Massie, Turner and Wilson Halls	1,100
Campus Courts Double	1,250
Campus Courts Single	1,600
Stadium Suites and Nutt Hall Singles	1,850
<b>University Commons Apartments</b>	
2 bedroom apartments	2,565
4 bedroom apartments	2,061
<b>Eastgate Apartments</b>	
1 bedroom apartments	1,350
2 bedroom apartments	1,575
Degree Audit Processing Fee	25
Late registration fee	25
Adding/dropping courses	10
Returned check	10
Replacement of ID card	25
Post Office box rent (required of all students living on campus)	10
Auto registration	30
<b>Parking fees and fines (see Traffic Regulations)</b>	

(All students parking on campus must have a parking permit)

<sup>1</sup>Up to \$10.50 (\$21.00 for out-of-state students) per credit hour (not to exceed twelve hours per semester) of the tuition fee for courses taken during the fall and spring semesters will be allocated to athletics.

<sup>2</sup>Information concerning residence status may be obtained from the Registrar's Office, Doc Bryan Student Services Center, Suite 153 (479) 968-0272.

<sup>3</sup>Entitles students to a picture student ID card and admission to all University-sponsored activities.

## **Food and Housing**

(Subject to changes as necessary)

Graduate students are eligible to live in residence halls. All students living in residence halls are required to purchase a meal plan; fifteen, nineteen-meals-per-week and declining balance meal plans are available during the fall and spring semesters. Declining Balance Dollars may be used in Chambers Cafeteria, Doc Bryan Food Court and Convenience Store. The room and board charge for students living in residence halls includes basic telephone service.

Residence halls are closed between fall and spring semesters. However, residents may remain in the residence halls during this period provided they submit proper paperwork to the Office of Residential Life to gain approval. There will be an additional cost for residents approved to remain in the residence halls over this break period. Residents may remain in the residence halls during all other breaks, provided they notify the residence hall staff of their intentions prior to the break period.

## **Payment of Accounts**

Tuition and all other fees and charges, including at least one-fourth of room and board charges for students in residence halls, are due and payable prior to the beginning of each term at the Student Accounts Office, in the Doc Bryan Student Services Center, Office 133. Financial settlement may be made by personal payment or **authorized** financial aid (loans, scholarships, grants, third parties, etc.). Visa, Master Card, and Discover credit cards are accepted for all charges. An alternative payment plan is offered via the web site: <http://stuacct.su.edu>. Registration is not complete until all financial obligations have been met satisfactorily. Failure to make financial settlement will result in cancellation of the class schedule.

Effective Summer I, 2008 term, monthly billing statements will be electronic. Notification and information for access will be provided to students via the individual student email address and online at <http://stuacct.su.edu>. Students are responsible for accessing billing statements and printing a paper copy if desired. Paper copies will not be mailed. Payment is due upon notification.

Students with delinquent accounts are not eligible for food service, transcripts, recommendations, advance registration, or readmission to any term. Collection fees for outstanding debts owed to the University may be assessed to the student.

The University reserves the right to amend or add to the regulations of the institution, including those concerning charges and methods of payment, and to make such changes applicable to students enrolled in the University, as well as to new students.

## **Reduction of Fees and Charges**

Students officially withdrawing from the University by the end of the fifth day of the semester in a summer term, as listed in the "Academic Calendar" page 1, will receive an 80 percent reduction of tuition for courses which they are enrolled in at time of withdrawal. No reduction in tuition will be made after the fifth day of the summer semester. No reduction in fees will be made beginning with the first day of class of the summer term.

## **Reduction of Tuition for Official Withdrawal**

Students registering for the fall or spring semester but officially withdrawing from the University by the end of the second day of the semester, as listed in the "Academic Calendar" on page 1, will receive a 100 percent reduction of tuition and fees. Room and Board will be reduced on a pro rata basis. Thereafter, students officially withdrawing by the end of the twenty-fifth day of the semester will receive an 80 percent reduction of tuition only for courses in which they are enrolled at time of withdrawal. No reduction in tuition will be made after the twenty-fifth day of the semester. No reduction in fees will be made after the second day of the semester.

In the event a student is receiving financial aid, any refund amount attributable to a loan, grant, or scholarship will be returned to the appropriate account and not to the student. The amount returned to federal programs will be the amount of unearned federal aid based on the number of calendar days of attendance up to the sixty percent

point of the semester. Aid accounts will be refunded in the following order up to the amount of the original disbursement: Federal Family Education Loan Programs, Federal Perkins Loan Program, Arkansas Department of Higher Education Programs, Tech scholarships, and private aid. Additionally, students who have received a cash payment of federal aid money will receive a letter after their withdrawal informing them of any amount to be repaid. These repayments will be made through the Student Accounts Office.

The student will be ineligible for any further federal financial aid until the required payments are made.

Three aid programs are available to graduate students: the Federal Perkins Loan Program, which provides a five-percent loan to eligible students; the Federal Stafford and PLUS Loan Programs, which provides loans to eligible students; and the Federal College Work-Study Program, which provides on-campus part-time jobs. In order to participate in these programs, the student should submit a Free Application for Federal Student Aid. These applications and additional information about the programs may be obtained by writing to the Financial Aid Office, Arkansas Tech University, Russellville, Arkansas 72801-2222 or at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Priority deadlines are April 1 for summer, April 15 for fall, and November 1 for spring.

Graduate students receiving federally funded financial aid must meet the below listed conditions in order to remain eligible for financial aid:

1. Full-time students must earn an average of nine (9) hours per semester; part-time students must earn the hours in which they enroll each semester.
2. Students must maintain a 3.00 GPA on both graduate and undergraduate courses each semester.
3. Complete the degree by the end of six full-time semesters.

The University offers a limited number of graduate assistantships through its academic departments and administrative offices. Inquiries regarding assistantships should be directed to the Dean of Graduate School. The Graduate School will accept and forward all applications for assistantships to the appropriate program director or supervisor. To ensure timely consideration, please submit all material by November 1st for Spring position, and by April 1st for the following Fall term.

A graduate student holding an assistantship appointment does part-time work for the University as determined by the department or office involved. A student receiving an assistantship may take a maximum of nine hours and a minimum of six hours of course work per semester. During each summer term, the student may take a maximum of six hours and a minimum of three hours. Total tuition waivers for a graduate assistant may not exceed 18 hours for the period July 1 to June 30. Exceptions may be made upon the approval of the appropriate program director and the Dean of Graduate School. A student may have a maximum appointment of 50 percent (20 hours a week) except in the summer when he/she can receive a 100 percent appointment. A student may not hold more than one graduate assistantship at any given time.

## **Financial Aid**

## **Graduate Assistantships**

## Scholarships

The scholarships listed below have been established by the alumni and friends of Arkansas Tech University in order to afford students the ability to pursue their goals of earning a degree in higher education. Applications for Private and Transfer Scholarships can be obtained from the Admissions Office or Financial Aid Office in the Doc Bryan Student Services Building. Applications should be submitted by March 15.

### **Jimmie Hartman Hoover Memorial Scholarship**

An endowed scholarship created for the purpose of assisting graduate students at Arkansas Tech University and will be awarded each year the funds are sufficient. To be considered for this scholarship the applicant must be a full-time graduate student who is admitted in the Instructional Technology degree program with a cumulative grade point average of 3.0 or higher. Preference will be given to students who have an interest in library media. In addition, financial need may be considered. The recipient will be selected by a committee appointed by the Dean of the Graduate School.

### **Minority Masters Fellows Program**

Up to \$7500 for one year or three summers for African-America, asian-American, Native American, and Hispanic students entering a masters program, or in the fifth year of a five year teacher certification program, who were Minority Teacher Scholarship Recipients. Contact information: Collin Caloway, collinc@adhe.edu, 501.371.2053

### **Rexann Oller International Studies Scholarship**

The Rexann Oller International Studies Scholarship will be awarded each year to a student who shows academic achievement in international affairs and/or strong background and interest in international relations. This scholarship is open to all Arkansas Tech undergraduate and graduate students who have a minimum GPA of 3.0. Preference will be given to students with demonstrated financial need. Recipients of other tuition scholarships are not eligible to apply. Application deadline is March 15. Please contact the Office of International and Multicultural Student Services for full application requirements.

### **Tate C. "Piney" Page Memorial Athletic Scholarship**

An endowed scholarship to assist a graduate assistant who excelled in football and academics has been established in memory of Dr. Page through contributions by the Russellville Kiwanis Club. Applications should be made to the Arkansas Tech Athletic Director.

### **Lambert Resimont Scholarship**

An endowed athletic scholarship to be awarded annually to a graduate assistant who excelled in basketball and academics. Students interested in applying should contact the Arkansas Tech Athletic Director.

### **John Rollow Memorial Fund**

Established as a tribute to John Rollow to assist non-traditional students in English and Creative Writing with tuition expenses. This scholarship is open to any non-traditional undergraduate or graduate student with demonstrated financial need and a cumulative grade point average of 2.5 or better. Application should be made to the Department of English.

### **John E. Tucker Memorial Scholarship**

An endowed athletic scholarship awarded to a graduate assistant who excelled in football and academics. Applications should be made to the Arkansas Tech Athletic Director.

### **Jim Ed McGee Graduate Honors Award**

The Jim Ed McGee Graduate Honors Award was instituted to recognize one Arkansas Tech University graduate student each year as the outstanding graduate student of the year.

A graduate student who has recently completed a graduate degree and wishes to be considered for the Jim Ed McGee Graduate Honors Award may submit a letter of application with two faculty recommendations to his/her program director by March 1 of the year in which the honors award is to be presented. If the advisor is someone other

than the program director, one of the two faculty recommendations must come from the student's advisor.

Persons who graduated in May or December of one year are eligible to apply for the award which will be presented in April of the following year. The student's program director will review the application materials on the basis of graduate school performance in such areas as grades, research project, academic papers, leadership in graduate program activities, and faculty recommendations.

The program director will forward the application materials of recommended outstanding graduate students to the Dean of Graduate School by February 15.

A panel of evaluators, consisting of the Dean of Graduate School and four other graduate faculty members, will review nominations of candidates for the Graduate Honors Award. The panel will rate the applicants based on the following: (1) evaluation of documentation submitted by the applicant, graduate transcripts and faculty recommendations; (2) work submitted by the applicant, abstracts, prospectus or project summary, and advisor recommendations; (3) leadership and involvement in graduate program activities. A personal interview may be required.

The person selected as the recipient of the Jim Ed McGee Graduate Honors Award will receive a personal plaque and have his/her name inscribed on the Jim Ed McGee Graduate Honors Award Plaque that will be on permanent display in the Graduate School.