



University College
218 Brister Hall
Memphis, Tennessee 38152
901-678-2716

<http://www.memphis.edu/univcoll/>

<http://ecampus.memphis.edu/>
<http://www.rod.org/campus/memphis.htm>

**Regents On-Line Degree Program
Bachelor of Professional Studies
Major in Professional Studies
Organizational Leadership**

The Bachelor of Professional Studies with a major in Professional Studies and a concentration in Organizational Leadership can be gained completely online through the State of Tennessee's Regents Online Degree Program. The program is designed (1) to promote understanding of the nature of bureaucratic organizations and the fundamentals of administrative leadership; (2) to allow students to reflect upon national and international organizational context and upon significant social and cultural issues raised in those contexts; and (3) to promote skills in formal and interpersonal communication, including sensitivity to personal problems that have an impact upon the quality of work.

Program Summary

This program is part of the Regents Online Degree Program and can be completed entirely online. You can complete all of your general education courses online. Check with your University College advisor to determine which prior college credits fulfill the university's general education requirements.

General Education	35-41 Hours
Major/Concentration	36 Hours
University College Requirements	9 Hours
General Electives	34-40 Hours
Total Minimum Hours Required	120 Hours

- *Students must complete at least 60 hours from a four year institution.
- *Students must complete at least 45 hours of upper-division credit (3000 – 4000).
- *Students must complete at least 30 of last 60 hours through The University of Memphis.
- * Students must complete at least 9 graded hours in the major at The University of Memphis.

Getting Your Program Started

The first step towards earning your degree is to be admitted to The University of Memphis as a degree seeking student. (<http://www.enrollment.memphis.edu/admissions/>) The next step is to complete the University College application (<http://www.memphis.edu/univcoll/forms.php>) and be accepted into the Professional Studies major.

Students who wish to pursue this major MUST follow the core curriculum as listed in this guideline. Schedule an appointment with your University College advisor prior to each registration period by calling (901) 678-2716. In-office and phone appointments are available.

Detailed Program Summary

I. General Education

Students must complete the 35-41 hours of general education requirements as outlined in the attached general education grid. Please refer to the *Undergraduate Bulletin* section on “Graduation from the University” for a list of specific classes that will meet the General Education requirements. <http://academics.memphis.edu/bulletin/>

Students with majors in University College are exempt from the “American Heritage” general education requirements if they completed one year of American History in high school.

II. Professional Core and Organizational Leadership Concentration (36 hours)

A. Administration and Supervision (Choose 1 course)

PADM 3601 – Public Administration

METH 4381 – Principles of Supervision

MGMT 3610 – Principles of Mgmt. and Org. Behavior

LIST 4093 – Special Topics and Leadership

B. Organizational Systems (Choose 1 course)

PM 4120 – Organizational Theory and Behavior

PADM 4226 – Nonprofit Organizations

C. Team & Organizational Relations (Choose 1 course)

COMM 3010 – Integrated Corporate Communication

ORCO 3240 – Organizational Communication

COMM 4410 – Conflict Negotiation & Resolution

D. Statistical Methods (Choose 1 course)

JOUR 3410 – Public Relations Research

SOAA 3350 – Social Statistics

SOCI 4510 – Intro to Social Research

E. Written Communications (Choose 2 courses)

ENGL 3134 – Computers, Writing, and Literature

ENGL 3250 – Professional Communication I

JOUR 3421 – Public Relations Writing

F. International Context (Choose 1 course)

JOUR 4712 – Mass Media and Culture

POLI 4350 – International Law

PS 3510 – International Political Economy

PSCI 3010 – Comparative Politics

SPAN 3550 – Latin America: Countries and People

G. Organizational Leadership (Choose 5 courses)

BMGT 3600 – International Management

BMGT 3630 – Human Resource Management

COMM 3560 – Intercultural Communication

JOUR 3400 – Introduction to Public Relations

JOUR 4420 – Public Relations Case Study

LDSP 3000 – Leadership Development

MGMT 4547 – Corporate Etiquette

PADM 4401 – Comparative Public Administration

PSY 3590 – Psychology of Personality

PSYC 3210 – Abnormal Psychology

SW 3170 – Family Caregiving

SW 3200 – Cultural Diversity

III. College Requirements (Total of 9 hours)

A. Thematic Studies (6 hours)

Any UNIV 3500-3599 or UNIV 4500-4599

Students complete a total of 6 hours in a University College thematic studies course(s) of their choosing. These courses are designed to broaden a student's knowledge of significant themes in social, political, and religious history. Only specifically designated courses will meet this requirement. For a complete list of courses: http://www.memphis.edu/univcoll/courseinfo/thematic_studies.php

b. **Senior Project** (3 hours) UNIV 4995

The Senior Project is a student's culminating experience or capstone designed to synthesize and integrate the content of a student's program of study. The senior project is intended to fuse together the two or more academic areas that comprise your coordinated study (major) into an academically-relevant example of scholarship. Students will complete a thesis, task based or artistic project on a topic of their choice with approval of their Senior Project instructor. Students must select a topic by the end of their junior year.

For information on the Senior Project and to request a registration permit: http://www.memphis.edu/univcoll/senior_project.php

ALL Sections of UNIV 4995 are taught online either through the Regents Online Degree Program or U of M Online. Students will be assigned to a section based on the topic they select. RODP sections have an additional fee.

IV. General Electives (34-40 hours)

Students must take enough elective hours to earn a minimum of 120 semester hours. 60 of these hours must be taken at a 4-year institution and a minimum of 30 of the last 60 hours must be completed at the University of Memphis. A minimum of 45 upper division hours are required.

UNIVERSITY COLLEGE
Regents Online Degree Program
GENERAL EDUCATION REQUIREMENTS

Required Courses	Course	Semester	Grade	Hours
English Composition (6 hours): ENGL 1010 English Comp I (minimum C) (3) ENGL 1020 English Comp II (minimum C) (3)				
Oral Communication and Rhetoric (3 hours): SP 110 Public Speaking (3)				
Mathematics (3 hours): pick any one of the following MATH 1130 College Algebra (3) MATH 1530 College Statistics (3) MATH 1710 Pre-calculus I (3) MATH 1830 Business Calculus (3) MATH 1910 Calculus I (4)				
Literature (3 hours) ENGL 2010 Intro to Literature Fiction (3) ENGL 2110 Survey of American Lit I (3) ENGL 2120 Survey of American Lit II (3) ENGL 2410 World Lit I (3) ENGL 2420 World Lit II (3)				
Humanities (6 hours) ART 1030 Art Appreciation (3) MUS 1030 Music Appreciation (3) PHIL 201 World Religions (3) PHL 210 Intro to Philosophy (3) UNIV 3580 Hebrew and Greek Legacy (3) UNIV 3581 Faith, Reason and Imagination (3)				
Social Science (6 hours): GEOG 105 World Regional Geography (3) PSY 101 Intro to Psychology (3) SOC 1010 Intro to Sociology (3) SOC 1020 Social Problems (3) SOC 1120 Cultural Anthropology POL 1010 US Government & Politics (3) ECON 2010 Economics I ECON 2020 Economics II				
Natural Science (8 hours): ASTR 1030 Astronomy (4) BIOL 1010 Biology I (4) BIOL 1020 Biology II (4) CHEM 1010 Chemistry I (4) CHEM 1020 Chemistry II (4) ESC 1110 Environmental Science I (4) ESC 1120 Environmental Science II (4) PHYS 1030 Concepts of Physics (4) PSCI 1010 Survey of Physical Science I (4) PSCI 1020 Survey of Physical Science II (4)				
Total General Education Hours Required	35-41			

Refer to "Graduation from the University, General Education" in the [Undergraduate Bulletin](#) for courses which meet the above requirements. <http://academics.memphis.edu/bulletin/> Consult the UC college advisors or faculty advisors if you have any questions about transfer credit equivalencies.

Needs to take American Heritage Requirement: Yes _____ No _____

University College students are *exempt* from the American Heritage requirement as long as they have completed one year of American History in high school.

Remedial/developmental courses to complete: Yes _____ No _____

If yes, list courses here:

High School Deficiencies to complete: Yes _____ No _____

If yes, list courses here

Organizational Leadership

<http://www.tn.regentsdegrees.org/campus/memphis/>

Requirements	Course	Semester	Grade	Hours
Professional Core (21 hours total) Minimum grade of C- required in each class and major GPA of 2.25.				
<u>Administration & Supervision</u> (Choose 1 course) LIST 4093 – Special Topics and Leadership METH 4381 – Principles of Supervision MGMT 3610 – Principles of Mgmt. and Org. Behavior PADM 3601 – Public Administration				
<u>Organizational Systems</u> (Choose 1 course) PADM 4226 – Nonprofit Organizations PM 4120 – Organizational Theory and Behavior				
<u>Team & Organizational Relations</u> (Choose 1 course) COMM 3010 – Integrated Corporate Communication ORCO 3240 – Organizational Communication COMM 4410 – Conflict Negotiation & Resolution				
<u>Statistical Methods</u> (Choose 1 course) JOUR 3410 – Public Relations Research SOAA 3350 – Social Statistics SOC 4510 – Intro to Social Research				
<u>Written Communication</u> (Choose 2 courses) ENGL 3134 – Computers, Writing, and Literature ENGL 3250 – Professional Communication I JOUR 3421 – Public Relations Writing				
<u>International Context</u> (Choose 1 course) JOUR 4712 – Mass Media and Cultures POLI 4350 – International Law PS 3510 – International Political Economy PSCI 3010 – Comparative Politics SPAN 3550 – Latin America: Countries and People				
Organizational Leadership Concentration (choose 5) Minimum grade of C- required and major GPA of 2.25.				
BMGT 3600 – International Management BMGT 3630 – Human Resource Management COMM 3560 – Intercultural Communication JOUR 3400 – Intro to Public Relations JOUR 4420 – Public Relations Case Study LDSP 3000 – Leadership Development MGMT 4547 – Corporate Etiquette PADM 4401 – Comparative Public Administration PSY 3590 – Psychology of Personality PSYC 3210 – Abnormal Psychology SW 3170 – Family Caregiving SW 3200 – Cultural Diversity				
Thematic Studies (6 hours) http://www.uc.memphis.edu/thematic-courses.php (some offered UM online: go to: http://www.extended.memphis.edu/distanceEd.html for a list of all Distance Education courses)				
➤ UNIV 35**/45**				
➤ UNIV 35**/45**				
Special Project (3 hours) Minimum grade of C- required. Must be taken in graduating semester. In order to register for this course, students must go online and request a permit. Please be aware of posted deadlines for making permit requests.				
➤ UNIV 4995 http://www.uc.memphis.edu/Senior-Project.php				

-Students must complete 45 credit-hours of upper-division (3000/4000 level) courses.

-Maximum of 21 upper-division hours from any one discipline; all courses taught by the College of Business are considered to be the same academic discipline.

THE UNIVERSITY OF MEMPHIS / UNIVERSITY COLLEGE GENERAL REQUIREMENTS FOR GRADUATION

- _____ Earn a minimum of 120 semester-hours.
- _____ Complete all required coursework in General Education, Major Concentration, College Requirements, and Electives with the minimum required grade. Students must successfully complete courses listed in the coordinated study or interdisciplinary studies major and the Senior Project with a C- or better.
- _____ Students must have an overall cumulative GPA of at least 2.0 including academic work at other colleges, a minimum University of Memphis GPA of 2.0, and a GPA of at least 2.25 or a 2.0 for RODP students in the Major Concentration.
- _____ At least 30 of the last 60 semester-hours of your degree program must be earned from the University of Memphis.
- _____ At least 60 semester-hours of your degree program must be taken at a four-year institution.
- _____ At least 42 (45 hours for RODP students) semester-hours of upper-division coursework are required.
- _____ Students must earn at least nine graded hours in the major at the University of Memphis.
- _____ Students must complete a preliminary graduation checkout appointment with their advisor the semester prior to graduation by the published deadline. Students cannot file for graduation until they have completed a preliminary graduation checkout.
- _____ Apply for graduation one semester before you plan to graduate. See the University College graduation website for deadlines and filing instructions at <http://www.memphis.edu/univcoll/graduationinfo.php>. It is the student's responsibility to know and meet all deadlines.
- _____ Students may be randomly selected to take the Senior Test. If you are required to take this exam, you will be contacted. **Note:** RODP and other distance students are exempt from this test. Contact your University College advisor or graduation analyst about other possible exemptions.
- _____ Complete all other requirements specified in your concentration such as, but not limited to, the posting of experiential learning and transfer credit, completion of internship hours which includes signed evaluation forms and log of hours, and oral presentations of performance-based senior projects.
- _____ Students who are hoping to earn credit from an experiential learning portfolio must submit the portfolio as soon as possible after being accepted into University College. The portfolio review process can take up to six months. Portfolios must be evaluated before a student can receive a permit for UNIV 4995, Senior Project, and before a student can file the Intent to Graduate Form. Any required credit must be posted to your University of Memphis transcript before the graduation certification deadline.
- _____ All course substitutions must have prior approval from your academic college advisor.
<http://www.memphis.edu/univcoll/forms.php>
- _____ An incomplete grade "I" must be changed to a final grade by the graduation certification deadline. If this change does not occur, you will be required to re-file your intent to graduate for the next semester.
- _____ Students must visit the University of Memphis commencement website at <http://saweb.memphis.edu/commencement/> and complete the required forms for graduation.
- _____ Students who DO NOT meet all graduation requirements will be notified by e-mail through their University of Memphis e-mail account.

Participating in any commencement ceremony does not equal graduation from the University of Memphis. Degrees are only awarded once all graduation requirements are fulfilled.

I understand that it is my (the student's) responsibility to know and meet all graduation requirements and deadlines. Failure to meet any requirement will result in my being disqualified from graduation, and I must re-file my Intent to Graduate Form for the next semester. Also, if I decide to postpone my graduation, I must re-file my intent to graduate for the intended semester.
<http://www.memphis.edu/univcoll/graduationinfo.php>

Student's Signature: _____ **Date:** _____

