

Reserve Your Place in Class!
Online Registration is Open from May 17 through June 27, 2010

► NO TUITION INCREASE FOR EVENING AND CLASSROOM COURSES ◀
Tuition for 2010—2011 Academic Year: \$395 a Credit Hour
Technology Fee: \$10 a term

- **Book Orders:** For all courses, other than the evening program LAS courses, please order your books from MBSDirect. You can call them at 800-325-3252 or you can order online by going to <http://www.mbsdirect.net>. When ordering from MBSDirect, be sure to have the course and section number available so you order the right books for the course for which you are registered.
- Unless a specific course description instructs differently, classes meet at the Ottawa University-Greater Kansas City Campus, 4370 West 109th Street, Suite 200, Overland Park, KS 66211.
- Please check the individual evening LAS course for the fee. The fee includes books so you will not need to order from MBS.
- If you have questions as to which course fits into your degree plan, contact your advisor.
- Please pay close attention to the section code during the registration process. Courses that have a section code beginning with “K” are Ottawa University-Greater Kansas City courses. Courses that have a section code of OA are offered through the Online Division. Students can take courses from both schedules. However, all the evening course sections are “K” sections. Please be sure to have the course and section number available so you order the right books for the course in which you are registering.

Add a Minor to Your Major

Students are now able to have a minor as part of their degree. In order to have a minor:

- There must be 20 semester credit hours in the minor area
- At least half of the credits are taken with Ottawa University.
- At least 12 of the semester credit hours are upper-division.
- The required or elective courses are not part of the major or of another minor; and
- A minimum of C must be earned in all the courses in the minor.
- Some minors require preparatory courses. Speak with your advisor to see how a minor fits into your degree plan.

Minors offered at Ottawa University-Greater Kansas City

Accounting
Adult Education
Business Administration
Human Resources
Management
Psychology
Religion
Women’s Studies

MONDAYS

June 28 – August 16, 2010—6:30-9:30 p.m.

- **Employment and Staffing (OAD 32864 Section KA) 4 Credits**

Investigation of policies and procedures used for effective employment and staffing, consideration of external and internal recruitment, selection procedures, internal staffing process, application of job design, and analysis as related to procedures of employment.

Instructor: Lisa Ward, BS, MA, SPHR, Assistant Director, Employee Retention, KU Medical Center

- **Business Statistics (OAD 30763 Section KA) 4 Credits**

Focuses on basic methods of research design and analysis of data including descriptive and inferential statistics. Topics include mean, median, mode, frequency distribution, range standard, deviation, probabilities of sampling selection, Z-value, T-value, regression and correlation, hypothesis testing, analysis of variance, and Chi-square analysis.

Instructor: Fred Grunwald, MBA, VP of Analytics, New Directions Behavioral Health

- **Emotional Intelligence in the Workplace (OAD 30141 Section KA) 4 Credits**

Research shows emotional intelligence (EI) is more important than IQ in determining outstanding job performance. Examines variety of instruments and writings used to build EI in workplace. **NOTE: A \$50 materials fee will be payable to the instructor on the first night of class.**

Instructor: Paula Switzer, MAHR, Small business owner and entrepreneur

- **Financial Administration (OAD 40063 Section KA) 4 Credits**

Examines financing of an organization from the administrative viewpoint. Consideration of internal financial management, as well as external financing and capital structures.

Instructor: Mijo Colak, MBA, MS in Engineering Management, Adjunct Faculty, Ottawa University

- **Seminar in Applied Management (OAD 49300 Section KA) 4 Credits**

Capstone course that guides student in the integration of functional content areas in the field of professional management. Addresses management issues and applying management theories and techniques to problems and cases through a process of decision-making.

Instructor: Ken Steele, MA, Knowledge Consultant

- **Writing Skills Development (ENG 20524 Section KA) 4 Credits**

Development of basic writing skills. Practice of written language in argument, persuasion and critical analysis. Course objectives designed to meet individual students' needs.

Instructor: Carla Vause, MSW, Licensed Clinical Social Worker

TUESDAYS

June 29 – August 17, 2010--6:30-9:30 p.m.

- **Proseminar (LAS 30012 Section KA) 4 Credits**

The Proseminar is the first course in Ottawa University's degree completion program. In addition to introducing students to the four areas of breadth – Value/Meaning, Social/Civic, Science/Description, and Art/Expression – this course will address the task of educational planning, but do so in the larger context of self-examination as the students evaluate the resources of the course. The course serves as an introduction to the Ottawa University program, allowing students to get a sense of the nature and level of the university's expectations and reintroducing students who have been away from formal education to the character and rhythms of the academic enterprise.

Note: There is a \$100 materials fee with this course.

Instructor: Peter Sandstrom, PhD, Faculty, Ottawa University

- **Business Law (OAD 31063 Section KA) 4 Credits**

Introduces American legal system as it relates to business. Includes contracts, commercial paper, sales, agency, and property.

Instructor: Victor Howard, JD, Appellate Judge, Missouri Court of Appeals

- **Organizational Communication (COM 30363 Section KA) 4 Credits**

Theory and practice of communication within organizations including interpersonal factors, motivation, change and conflict resolution, and communication audit practices and procedures. Participate in communication audit of a local organization.

Instructor: Kara Cunningham, MA, Assistant Professor, Communication Studies & Business, Ottawa University

- **Economics for Managers (ECO 30564 Section KA) 4 Credits**

Overview of macro- and microeconomic theory with applications appropriate to needs of managers in business and public administration settings.

Instructor: Dan Owens, MA, Economics

WEDNESDAY

June 30 – August 18, 2010—6:30-9:30 p.m.

- **Graduation Review: The Individual in Reality (LAS 45012 Section KA) 4 Credits**

As the final course in the LAS sequence, Graduation Review asks students to revisit the breadth areas first introduced in Proseminar exploring them this time in the context of globalization and cross-cultural concerns. As in Proseminar, students will respond in discussions and reflective papers to issues raised by readings and/or other media selected for their quality and relevance to the areas in question. Close attention will be paid to the students' communication skills as well as their mastery of the course's substantive content. As a culminating experience, Graduation Review will also ask students to assess their Ottawa program (both the major and the liberal arts components) in terms of the process of their education and in terms of their achievement of the Ottawa University LAS program outcomes. **Graduation Fee \$150. Materials fee \$45 for books.**

Instructor: Peter Sandstrom, PhD, Faculty, Ottawa University

- **Cost Accounting (ACC 30163 Section KA) 4 Credits**

Study of accounting for use by management in planning and control. Includes product costing techniques, comprehensive budgeting procedures, inventory planning control, and valuation.

Instructor: Dick Bundons, MBA, Adjunct Faculty, Ottawa University

- **Performance Management (OAD 41767 Section KA) 4 Credits**

Examines creation of high performance workforce including accurate job definitions, identifying necessary job skills, employee selection, employee development, and recognition/reward strategies.

Instructor: Jean Galloway, MBA, MAHR, SPHR, Executive Director – Corporate Relations

- **Physiological Psychology (PSY 31354 Section KA) 4 Credits**

Examines physical basis of human behavior and experience, how the brain and nervous system work, information flow, and processing at higher levels of organization. Addresses issues of intelligence, consciousness, addictions, and deviant behavior from a neurophysiological standpoint.

Instructor: Charlotte Rosen, MA, Licensed Professional Counselor-MO, Licensed Clinical Professional Counselor-KS

THURSDAYS

July 1 – August 19, 2010—6:30-9:30 p.m.

- **Managerial Accounting (ACC 30664 Section KA) 4 Credits**

Evaluation of financial performance for managerial planning and forecasting. Covers cost-volume profit analysis, break-even analysis, return on investment, and responsibility reporting.

Instructor: Phil Watlington, MBA, Finance & Accounting

- **Management Information Systems (ITS 48064 Section KA) 4 Credits**

Critical examination of information systems that support management decision-making and problem solving. Topics include information systems management, data processing systems, decision support systems, office automation, expert systems, and organizational information systems.

Instructor: Rick Owens, ABD, PhD, Senior Business Analyst, WaterOne

- **Business Ethics (OAD 31664 Section KA) 4 Credits**

Introduces development of personal and group norms required for work places. Topics include moral reasoning in business, employee rights and responsibilities of corporations.

Instructor: Tom Edwards, MAHR, Director of Extended Education, Ottawa University

- **Seminar in Psychology (PSY 49201 Section KA) 4 Credits**

Capstone course that guides student in development of integrative written project that demonstrates personal achievement of learning outcomes in the psychology major. Culminates in a major theoretical paper, written in APA format, investigating and discussing a major issue or issues within the field and presented in seminar form in class.

Instructor: Sybil McClary, PhD, Faculty, Ottawa University

Online Courses

**New Tuition Rate for Online Courses: \$415 a Credit
Technology Fee: \$10 a term**

- **Introduction to Online Research (COM 38000 Section OA) 1 Credit**

An introduction to basic concepts and tools used in online information research. Emphasis is placed on effective techniques for accessing and searching research databases, subject specific databases, and other specialized online resources. Strategies for critically evaluating information are also discussed.

Begins June 28 and ends August 21, 2009.

Instructor: Judy Woelfel, MLS, Adjunct, Ottawa University

TEACHER LICENSURE

The mission of Ottawa University's teacher education program is to be a learning community in which committed teachers are **REFLECTIVE INQUIRERS** with knowledge and skills to **USE BEST PRACTICES** in order **TO PROVIDE EVERY STUDENT A QUALITY EDUCATION**.

Education students are encouraged to enroll by Monday June 2, 2010

Please read all course information carefully for details, requirements and location. Unless specifically noted, classes meet at OU-Greater Kansas City, 4370 West 109th Street, Suite 200, Overland Park, KS 66211.

NOTE: Enrollment in Professional Education courses requires admittance into the Teacher Education Program or permission from the Director of Teacher Education.

MONDAYS

June 28 – August 16, 2010—6:30-9:30 p.m.

- **Foundations of Schools in a Diverse Society (EDU 33035 Section KA) 3 Credits**

Provides candidate with understanding of historical, philosophical and social foundations of education in the United States. Addresses legal and ethical issues. Learn how educational policy is formulated and how it affects classroom practice. Provides opportunities to learn from a variety of professionals from diverse backgrounds.

Instructor: Rob Davis, MA, Gifted Education, Blue Valley School District

- **Managing the Educational Environment (EDU 40632 Section KA) 4 Credits**

Provides familiarity with resources for instruction and classroom management. Discusses contemporary discipline strategies for the classroom. Formulate working philosophy of classroom discipline. Gives exposure to communication issues that affect relationships with students of different cultures and backgrounds.

Instructor: Mary Blomquist, MS, Adjunct Faculty, Ottawa University

TUESDAY—SPECIAL TIME

→ Tuesday DAYTIME Course ←

June 29-August 17, 2010 – 2:30-5:30 p.m.

- **The Exceptional Child (EDU 31132 Section KA 2:30 – 5:30 p.m.) 2 Credits**

Become familiar with various emotional and behavioral disorders, health and physical impairments, and intellectual deviations associated with children (birth through high school age) who are identified as exceptional.

Addresses strategies for meeting academic, social and emotional needs of these children within the confines of the classroom (including IEPs). Examines criteria for effectively working with administrators, specialists, support personnel, and family who impact the educational experiences of these children. Field experience required.

Material Fee \$35.00.

Instructor: Mary Whitaker, EdD, Special Education and Administration

TUESDAY EVENING COURSES

June 29-August 17, 2010 — 6:30-9:30 p.m.

- **The Exceptional Child (EDU 31132 Section KB) 2 Credits**

Become familiar with various emotional and behavioral disorders, health and physical impairments, and intellectual deviations associated with children (birth through high school age) who are identified as exceptional. Addresses strategies for meeting academic, social and emotional needs of these children within the confines of the classroom (including IEPs). Examines criteria for effectively working with administrators, specialists, support personnel, and family who impact the educational experiences of these children. Field experience required.

Material Fee \$35.00.

Instructor: *Mary Whitaker, EdD, Special Education and Administration*

- **Educational Psychology (EDU 31233 Section KA) 3 Semester Credits**

Designed to acquaint students with knowledge gained from educational psychologists in learning theory and practice, motivation and management, and effective instruction. Meets required competencies in research, teaching methods and materials, media and technology, teaching effectiveness, interpersonal relations, educational ethics, understanding the learner, teaching-learning process, learning styles, and understanding the relationship between school and home. Emphasis placed on understanding methods needed to maintain an effective learning environment through classroom management strategies and motivational techniques.

Instructor: *Renita Ubel, EdD, Adjunct Faculty, Ottawa University*

- **Assessment in Today's Classroom (EDU 31633 Section KA) 2 Credits**

Learn about formal, informal, formative, and summative assessments. Use assessment data for planning and goal setting. Discusses topics such as school improvement plans and quality performance assessment.

Instructor: *Colleen Markman, MS, Reading Specialist, Olathe School District*

- **Elementary Language Arts Methods (EDU 32734 Section KA) 3 Credits**

Emphasis on approaches and methodologies used in teaching language arts in the elementary school. Presents techniques for teaching, listening, oral language, writing, spelling, grammar, and handwriting. **Materials fee \$25.**

Instructor: *Marcia Pitts, MA, MS, Hickman Mills School District*

WEDNESDAYS

June 30-August 18, 2010 — 6:30-9:30 p.m.

- **The Teaching Profession II (EDU 30732 Section KA) 2 Credits**

Focus on technical skills necessary to develop/prepare a professional teaching portfolio. Gain knowledge of teaching standards through study and observation of the standards. Observation is done in schools and places with diversity of location and population to allow candidates to begin to experience educational settings with diverse populations. **Prerequisite: Required to be taken immediately following EDU 30731 The Teaching Profession: Part I. Livetext**

Instructor: *Denise Cook, MS, Adjunct Faculty, Ottawa University*

- **Elementary Social Studies Methods (EDU 32834 Section KA) 3 Credits**

Design, implement and evaluate social studies experiences (history, geography, social sciences, and other related areas) that are developmentally appropriate, meaningful, and challenging for all students. Lessons (designed and taught) demonstrate that the learners are becoming effective decision makers and responsible citizens in a culturally diverse democratic society, and interdependent world. **Note: This course utilizes Blackboard as an instructional tool.**

Instructor: *Jane Nelson, EDW, Ed Specialist, Adjunct Faculty, Ottawa University*

THURSDAY—SPECIAL TIME

→Thursday DAYTIME Course←

July 1-August 19, 2010 – 9:30 a.m.-12:30 p.m.*

- **Foundations of Schools in a Diverse Society (EDU 33035 Section KB) 3 Credits**

Provides candidate with understanding of historical, philosophical and social foundations of education in the United States. Addresses legal and ethical issues. Learn how educational policy is formulated and how it affects classroom practice. Provides opportunities to learn from a variety of professionals from diverse backgrounds.

Instructor: Bruce Carter, EdD, Teacher, Shawnee Mission School District

NOTE: *The July 29th class will be all day from 9:00 am - 5:00 pm

THURSDAY EVENING COURSE

July 1–August 19, 2010—6:30-9:30 p.m.

- **Elementary Science Methods/Practicum I (EDU 30530 Section KA) 2 Credits**

Develops methodology for teaching science and health in the elementary school. Emphasizes knowledge of science and health concepts, and the use of these concepts in developing and understanding of the world of children. Stresses scientific inquiry and discovery methods. Practicum portion provides opportunity to practice and develop the skills learned in the coursework.

Note: EDU 30531 Elementary Science Methods/Practicum II must follow this course in the August - October session. Materials Fee: \$20.

Instructor: Jeffery Psota, MS Ed, Shawnee Mission USD 512

Location: Overland Park Elementary, 8150 Santa Fe Drive, Shawnee Mission, KS 66204, Room 222

SATURDAYS

See Meeting Times Below

July 2-August 20, 2010

- **The Differentiated Classroom (EDU 40233 Section KA) 2 Credits**

Learn to modify teaching and learning strategies in reading and mathematics.

Instructor: Ruth Waggoner, EdD, Principal, Olathe USD 233

Prerequisites: Elementary Reading Methods/Practicum I and II and Elementary Math Methods/Practicum I and II.

Class Meetings: Saturdays, July 10, July 17, July 31, and August 14, 2010

9:00 a.m. – 12:00 noon