



ADDENDUM NO. 1

TO

2008-2009

KEISER UNIVERSITY CATALOG

VOLUME 8, NO. 1

Effective October 14, 2008

**KEISER UNIVERSITY
CATALOG ADDENDUM**

TABLE OF CONTENTS

Pages 31 through 34, Florida’s Statewide Course Numbering System 3
Page 74, Programs Offered at Each Campus..... 5
Pages 87 through 89, Master of Science Degrees 5
Pages 202 through 205, Course Descriptions, Master of Science Degrees 7
Page 308, Course Descriptions, Nursing..... 8
Pages 343 and 344, Graduate Admissions Requirements, International Students 8

Keiser University continually reviews, improves and updates its programs, courses and curricula. It is incumbent on the University to reflect these revisions in its publications. The following *Addendum No.1* represents additions, changes and deletions to the 2008-2009 Keiser University Catalog, August 27, 2008 Edition, Volume 8, No. 1, and is effective October 14, 2008.

Pages 31 through 34, Florida’s Statewide Course Numbering System

Replace this section with the following:

FLORIDA’S STATEWIDE COURSE NUMBERING SYSTEM

Courses in this catalog are identified by prefixes and numbers that were assigned by Florida’s Statewide Course Numbering System (SCNS). This numbering system is used by all public postsecondary institutions in Florida and 23 participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions. Students and administrators can use the online Statewide Course Numbering System to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is at the SCNS website at <http://scns.fldoe.org>.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the Statewide Course Numbering System (SCNS). The list of course prefixes and numbers, along with their generic titles, is referred to as the “SCNS taxonomy.” Descriptions of the content of courses are referred to as “statewide course profiles.”

Example of Course Identifier

Prefix	Level Code (first digit)	Century Digit (second digit)	Decade Digit (third digit)	Unit Digit (fourth digit)	Lab Code
ENC	1	1	0	1	
English Composition	Lower (Freshman) Level at this institution	Freshman Composition	Freshman Composition Skills	Freshman Composition Skills I	No laboratory component in this course

General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions. (Exceptions are listed below.)

For example, a freshman composition skills course is offered by 55 different postsecondary institutions. Each institution uses “ENC_101” to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, “ENC” means “English Composition,” the

century digit “1” represents “Freshman Composition,” the decade digit “0” represents “Freshman Composition Skills,” and the unit digit “1” represents “Freshman Composition Skills I.”

In the sciences and certain other areas, a “C” or “L” after the course number is known as a lab indicator. The “C” represents a combined lecture and laboratory course that meets in the same place at the same time. The “L” represents a laboratory course or the laboratory part of a course, having the same prefix and course number without a lab indicator, which meets at a different time or place.

Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at the community college is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or sub-category of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the General Rule for Equivalency

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include varying topics courses that must be evaluated individually, or applied courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.

- A. Courses not offered by the receiving institution.
- B. For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question.
- C. Courses in the _900-999 series are not automatically transferable, and must be evaluated individually. These include such courses as Special Topics, Internships, Practica, Study Abroad, Thesis and Dissertations.
- D. College preparatory and vocational preparatory courses.
- E. Graduate courses.
- F. Internships, practica, clinical experiences and study abroad courses with numbers other than those ranging from 900-999.
- G. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice are not guaranteed as transferable.

Courses at Nonregionally Accredited Institutions

The Statewide Course Numbering System makes available on its home page (<http://scns.fldoe.org>) a report entitled “Courses at Nonregionally Accredited Institutions” that contains a comprehensive listing of all nonpublic institution courses in the SCNS inventory, as well as each course’s transfer level and transfer effective date. This report is updated monthly.

Questions about the Statewide Course Numbering System and appeals regarding course credit transfer decisions should be directed to Dr. David Kreitner, Director of Quality Enhancement in the Office of the Chancellor at (954) 776-4476, or the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the Statewide Course Numbering System office at (850) 245-0427 or via the internet at <http://scns.fldoe.org>.

Page 74, Programs Offered at Each Campus

Replace this degree listing with the following:

Ft. Lauderdale, **Master Degrees**, Master of Science in Education-specializations in College Administration, Leadership, or Teaching and Learning (online only).

Pages 87 through 89, Master of Science Degrees

Replace this section with the following:

Education with College Administration Specialization

Education with Leadership Specialization

Education with Teaching and Learning Specialization

Program Description

Keiser University's Master of Science degree in Education (MSEd) provides teachers and education administrators an intensive study of theory and practice in the field of education. The MSEd program fosters independent learning and enables students to contribute intellectually to the education profession.

Students specialize in one of three areas: College Administration, Leadership, or Teaching and Learning. In addition, students complete course work in areas such as assessment and evaluation, diversity, curriculum design, governance and decision-making and instructional technology. Graduates are able to demonstrate a conceptual understanding of advanced educational theory and practice and to critically analyze and solve problems based on applied research methods.

Program Objectives

Keiser University's MSEd program enables students to contribute to the education profession and fosters independent learning. Upon completion of this program, students are able to:

- Demonstrate application of the intersection of educational theory and practice
- Evaluate comprehensive and relevant curriculum
- Demonstrate moral and ethical decision-making in an educational environment
- Practice communication skills for educators leading to successful team building, motivation and leadership in classrooms and administration
- Assess student and teacher needs and develop appropriate resources in education
- Work with a diverse population, motivating for increased performance and satisfaction

Prerequisites for Major Courses

- Baccalaureate degree from an accredited institution.

The Master of Science in Education is designed to meet the needs of students with accredited baccalaureate degrees. Students may be licensed classroom practitioners, classroom teachers seeking alternative certification, education administrators or teachers seeking positions within administration.

NOTE: Courses in the MSEd program are each eight-weeks in length, and students are normally scheduled for two courses concurrently.

Program Outline

To receive a Master of Science in Education degree, students must earn 36 graduate semester credit hours. In the final semester of their program, students complete an action research project or internship. No elective courses are offered in this program, although one of three specializations is selected. Thirty of the program hours must be completed through Keiser University. Program requirements are as follows:

Master of Science in Education Major Core Courses (18.0 credit hours)

MSE510	Affirming Diversity	3.0 credit hours
MSE511	Integrative Instructional Technology	3.0 credit hours
MSE512	Education Governance, Motivation and Ethical Decision Making	3.0 credit hours
MSE513	Advanced Curriculum and Instructional Design	3.0 credit hours
MSE514	Advanced Educational Assessment and Evaluation	3.0 credit hours
MSE540	US Curricular Trends and Issues	3.0 credit hours

College Administration Specialization (18.0 credit hours)

MSE560	Enrollment Management Theory and Practice	3.0 credit hours
MSE562	Higher Education Marketing and Recruitment	3.0 credit hours
MSE563	Managing Campus Operations	3.0 credit hours
MSE552	Personnel Selection and Development	3.0 credit hours
MSE565	Student Retention and Management	3.0 credit hours
MSE610	Action Research Project (Capstone)	3.0 credit hours

Leadership Specialization (18.0 credit hours)

MSE550	Education System Organization and Leadership	3.0 credit hours
MSE551	Decision Oriented Educational Research	3.0 credit hours
MSE552	Personnel Selection and Development	3.0 credit hours
MSE553	Education Budgeting and Finance	3.0 credit hours
MSE554	School Public Relations and Communication	3.0 credit hours
MSE600	Educational Internship (Capstone option)	3.0 credit hours

OR

MSE610	Action Research Project (Capstone)	3.0 credit hours
--------	------------------------------------	------------------

Teaching and Learning Specialization (18.0 credit hours)

MSE520	Psychological Basis of Education	3.0 credit hours
MSE521	Learning Theories Applied to Classroom Instruction and Mgmt	3.0 credit hours
MSE522	Continuous Improvement and Planning	3.0 credit hours
MSE523	Teacher in American Society	3.0 credit hours
MSE524	Problem Solving and Critical Thinking	3.0 credit hours
MSE610	Action Research Project (Capstone)	3.0 credit hours

Pages 202 through 205, Course Descriptions, Master of Science Degrees

Insert the following course descriptions in this section:

**Education with College Administration Specialization
Major Course Requirements**

MSE560 (3.0 credits)

Enrollment Management Theory and Practice

Enrollment management is an advanced study of enrollment processes and how they fit into the college and university system. This course provides a strong understanding of the enrollment process, federal and legislative issues, new student orientation, and customer relationship management. Issues in team building, personnel motivation, and training an admissions staff are explored.

MSE562 (3.0 credits)

Higher Education Marketing and Recruitment

This course analyzes and assesses marketing strategies in higher education including the principles and practices of marketing and recruitment. Topics include: developing effective advertising, placing media, assessing results, successful online marketing strategies, website design, and educational delivery formats. Students will develop and evaluate a marketing plan for a college or university.

MSE563 (3.0 credits)

Managing Campus Operations

This course is a detailed overview of key areas affecting campus operations. Operations management is assessed with emphasis on developing a campus master plan for strategic planning, campus safety, facilities, student funding, internal audits, regulatory issues, institutional self studies, and accreditation requirements.

MSE565 (3.0 credits)

Student Retention and Management

An in depth study of practices that increase student persistence and retention. College management practices including timely intervention, building affiliations, student success strategies, motivating students, retention best practices, and methods for instructors to increase student persistence are analyzed. Student services requirements and best practices are assessed.

Page 308, Course Descriptions, Nursing

Replace the following course descriptions in this section:

NUR2421C (4.0 credit hours)

Maternity Nursing Care

Focuses primarily on maternity nursing care, with some exposure to common problems associated with the health of mother and child. Concepts and skills learned in NUR1211C are integral to this course, with emphasis on developmental theories as they relate to the care of women. Primary, secondary and tertiary care settings are utilized for clinical experiences, including outpatient care and hospitals. Prerequisite: NUR1022C

NUR2310C (4.0 credit hours)

Pediatric Nursing

Focuses primarily on normal pediatric families, with some exposure to common recurring and complex problems associates with the health of the pediatric client/patient. Concepts and skills reviewed in NUR1022 and NUR1211C are integral to this course, with emphasis on developmental theories as they relate to the care of children. Primary, secondary and tertiary care settings are utilized for clinical experiences, including outpatient care, hospitals and pediatric programs (which may include outpatient, inpatient, in-home and community care). Prerequisite: NUR1211C

Pages 343 and 344, Graduate Admissions Requirements, International Students

Change the information in paragraph three as follows:

3. If an applicant's primary language is not English, applicants must present a TOEFL score of 500 or higher on a paper-based examination, an IELTS score of 6.0 or higher, a score of 225 on a computer-based examination or an iBT of 64.