



# UNION

INSTITUTE & UNIVERSITY

## University Catalog

### **1<sup>st</sup> ADDENDUM TO THE 2020-2021 UNIVERSITY CATALOG**

Program and policy revisions to the 2020-2021 University Catalog

**Effective October 1, 2020 – June 30, 2021**

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*This university catalog provides basic information for students enrolling in Union Institute & University's academic programs. Read it carefully to become familiar with its content, and discuss any questions with a faculty advisor, program director, student success coach, program chair, or regional director. Consult the university catalog and each program's student handbook (where applicable) regularly, particularly for policy and procedural matters and/or program requirements. The UI&U University Catalog is updated annually. A mid-year addendum with updates is also prepared.*

*Union Institute & University (UI&U) reserves the right to change, when warranted, any of the provisions, policies, procedures, programs, fees, or other information contained in this catalog, as required, and without prior notice. Students are encouraged to check the UI&U website regularly for program addenda and change notices.*

*Union Institute & University is accredited by The Higher Learning Commission. Union Institute & University is authorized as a degree-granting institution by the Ohio Department of Higher Education (formerly known as the Ohio Board of Regents) and the Florida Commission for Independent Education.*

*UI&U is a private institution approved to operate by the California Bureau of Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.*

*UI&U is a member of the National Council for State Authorization Reciprocity Agreement (NC-SARA)—as such, the university may enroll residents of other NC-SARA member states as fully-online students without specific state authorization. See catalog section "Institutional Accreditation, Authorizations, and Memberships" or visit <https://myunion.edu/about-union/accreditation/> for information about the meaning of accreditation as well as contact information for the various agencies that authorize UI&U.*

*Union Institute & University does not discriminate in admission, employment, or policy on the basis of age, race, color, sex, sexual orientation, gender identity or expression, pregnancy, marital status, covered veteran's status, religion, national origin, physical impairment or any other basis as prohibited by law. Union Institute & University policies and practices conform with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Age Discrimination Act of 1975. Union Institute & University conforms to the provisions of student rights under the Family Educational Rights and Privacy Act of 1974 as amended. Files are maintained and released under the provisions of the act.*

*Union Institute & University has no pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has had no petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.). (CEC §94909(a)(12))*

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## ADMISSION

### DEGREE PROGRAMS

#### Undergraduate Degree Programs

##### *Bachelor of Arts and Bachelor of Science (B.A./B.S.)*

A complete application for admission includes:

- Application for Admission.
- Application essay is only required for students with less than a 2.0 cumulative GPA calculated for all transcripts.
- Official transcripts from all previously attended colleges and universities (if applicable)  
**OR**
- Unofficial transcripts from all previously attended colleges and/or universities for which there is no official transcript (if applicable). Official transcripts from all previously attended colleges and/or universities, as indicated on a student's admission application, **are strongly encouraged to be received by the university no later than the end of the first 16-week term of enrollment. If a student is admitted in the second 8-week session of a term, the student is strongly encouraged to submit official transcripts by the end of the first 8-week session of the next term.**
- A Memorandum of Understanding regarding unofficial transcripts is still required.

### DEGREE PROGRAMS

#### UNDERGRADUATE DEGREE PROGRAMS

##### *Undergraduate (B.A & B.S.) General Education Requirements*

#### New Course

#### **GSBS 225: Leadership and Followership (3 Credits)**

#### Course Description

This course draws from the works of great philosophers, authors, and artists across the ages, providing an arts, humanities, and ethics perspective on the social system of leadership and followership. The course is organized around a five-component leadership model that explores the leader, the follower, the goal, the environmental context, and the cultural context (**satisfies general education credit in the Social Systems and Behavioral Science domain**).

## **Bachelor of Science Major in Child and Adolescent Development**

The following CHD courses have minor adjustments to their course descriptions.

### **CHD 303 Multicultural Issues in Child Development (3 +1 Credits)**

In this course, students will explore early child development from a comparative perspective, considering race, gender, and disabling conditions as dimensions of diversity. Students will examine cross-cultural research and challenge the contemporary theories of child development and the implications for educational theory and practice. Students will examine cultural and family factors that shape and influence the contexts in which children develop. They will also participate in the development of multicultural curriculum activities, materials, and environments for children with a special emphasis on applying multicultural education principles to curriculum planning. Corequisite: CHD1 303, 1 credit hour.

### **CHD 304 The Exceptional Child (3 +1 Credits)**

This course covers an analysis of the wide spectrum of abilities and disabilities of the child with special needs, as these needs range from education needs to parent and family needs. The course focuses on understanding the child and will integrate information on the specific needs of the person that include learning disabilities, emotional and behavioral disorders, communication disorders, hearing impairment, visual impairment, physical abilities, and giftedness (often not thought of as a component to the area of special needs). Corequisite: CHD1 304, 1 credit hour.

### **CHD 306 Transforming Learning Standards into Achievement (3 +1 Credits)**

In this course, students will explore how to meet children's individual developmental needs that reflect developmental knowledge, essential content knowledge, and local and state educational standards for learning in early childhood settings. Students will create appropriate and challenging environments for children's academic and personal success. Corequisite: CHD1 306, 1 credit hour.

### **CHD 307 Constructing Reciprocal Relationships with Families and the Community (3 +1 Credits)**

In this course, students will examine the importance of involving the family and community in the young child's development and learning. Students will learn how to work collaboratively with families and community professionals in support of children's early education and development. They will learn how to establish and maintain respectful, reciprocal relationships with families of young children. An emphasis will be placed on embracing and valuing the diverse and complex characteristics of the family and community. Corequisite: CHD1 307, 1 credit hour.

### **CHD 404 Learning Through Play (3 +1 Credits)**

In this course, students will explore play as a primary context for children's learning in early childhood education. Students will discuss the intentional play process and the role of creativity in order to develop a broader repertoire of effective and intentional teaching strategies. Students will learn to create support for coaching children and assessing meaningful play. Corequisite: CHD1 404, 1 credit hour.

**CHD 405 The Art and Science of Assessing Children and Families (3 +1 Credits)**

In this course, students will analyze the goals, benefits, and uses of assessment in early childhood settings. Students will learn how to use effective and appropriate assessment tools using a variety of documentation and data collection strategies and review ethical standards and professional guidelines for assessment. Students will implement assessment data to develop developmentally appropriate strengths-based goals, curriculum, and teaching strategies for each child. Additionally, students will explore the process of establishing and maintaining meaningful partnerships with families and colleagues to build effective early learning environments. Corequisite: CHD1 405, 1 credit hour.

**CHD 406 Professional Practices (3 +1 Credits)**

In this course, students will review the NAEYC Code of Ethical Conduct and professional guidelines for working with children and families. Students will learn the value of engaging in informed advocacy, as well as continuous, collaborative learning to inform practice in the field of early childhood education. Students will review how to use technology as a professional resource with children and peers. Students will experience the process of integrating knowledgeable, reflective, and critical perspectives as it relates to the education of young children. Corequisite: CHD1 406, 1 credit hour.

**CHD 414 Working with Young Dual Language Learners (3 +1 Credits)**

The purpose of this course is to examine the development of dual language learners (DLL) in the context of language and literacy. Students will survey a variety of developmentally appropriate and culturally responsive strategies that support second-language acquisition in young children. Students will also reflect on the value of the home language and children's diverse linguistic and cultural experiences. Corequisite: CHD1 414, 1 credit hour.

## **MASTER OF ARTS**

**Double Major of Applied Nutrition and Dietetics and Human Lactation Studies**

Students may enroll as a double major in the Applied Nutrition and Dietetics Major and Human Lactation Studies. A double major between Applied Nutrition and Dietetics and Human Lactation Studies would be a total of 62-64 credit hours. The Applied Nutrition and Dietetics major would be 29 total credit hours, and the Human Lactation Studies would be 27 total credit hours, plus the shared six credits for MAP 508 and MAP 509.

**Applied Nutrition and Dietetics Major with a Specialization in Human Lactation Studies**

Students may enroll in the Applied Nutrition and Dietetics major and add Human Lactation Studies as their area of specialization. Adding the Human Lactation Studies as an area of specialization will increase the total credit hours from 47 total credit hours for the Applied Nutrition and Dietetics major to 62-64 total credit hours for the Applied Nutrition and Dietetics with a specialization in Human Lactation Studies.

**Course of Study for Applied Nutrition and Dietetics & Human Lactation Studies**

**Double Major or Major/Specialization**

**Double Major Option:**

Students who choose to take at least <b>9 credits per term when they begin the program</b> , normally take the following courses over seven terms:	Students who choose to take <b>6 or 7 credits per term</b> , normally take the following courses over ten terms:
<b>First Term</b> (10 cr.) DIET 530 Foundations in Dietetics Practice (3 cr.) MAP 508 Elements of Scholarship (3 cr.) MAP 509 Research Methods (3 cr.) HWEL 592 Anatomy & Physiology (1 cr.)	<b>First Term</b> (6 cr.) DIET 530 Foundations of Dietetics Practice (3 cr.) MAP 508 Elements of Scholarship (3 cr.)
<b>Second Term</b> (10 cr.) DIET 531 Food Science (3 cr.) DIET 532 Human Metabolism (3 cr.) DIET 540 Food Systems I (3 cr.) HWEL 594 Medical Terminology (1 cr.)	<b>Second Term</b> (7 cr.) HWEL 592 Anatomy & Physiology (1 cr.) MAP 509 Research Methods (3 cr.) DIET 532 Human Metabolism (3 cr.)
<b>Third Term</b> (9 cr.) DIET 550 Medical Nutrition Therapy I (3 cr.) DIET 541 Food Systems II (3 cr.) LACT 514 Functioning as a Lactation Consultant (3 cr.)	<b>Third Term</b> (6 cr.) LACT 514 Functioning as a Lactation Consultant (3 cr.) DIET 531 Food Science (3 cr.)
<b>Fourth Term</b> (9 cr.) DIET 551 Medical Nutrition Therapy II (3 cr.) LACT 520 Art and Science of Lactation Counseling (6 cr.)*	<b>Fourth Term</b> (7 cr.) LACT 520 Art and Science of Lactation Counseling (6 cr.)* HWEL 594 Medical Terminology (1 cr.)
<b>Fifth Term</b> (9 cr.) DIET 560 Community and Public Health Nutrition (3 cr.) LACT 528 Internship I (3 cr.) LACT 620 Advanced Research Methods (3 cr.)	<b>Fifth Term</b> (6 cr.) DIET 540 Food Systems I (3 cr.) DIET 550 Medical Nutrition Therapy I (3 cr.)
<b>Sixth Term</b> (9 cr.) LACT 529 Internship II (3 cr.) DIET 570 Leadership (3 cr.) LACT 628 Thesis I (3 cr.)	<b>Sixth Term</b> (6 cr.) DIET 541 Food Systems II (3 cr.) LACT 528 Internship I (3 cr.)
<b>Seventh Term</b> (6-8 cr.) LACT 629 Thesis II (6 cr.)  If needed: HWEL 591 Biology (1 cr.) HWEL 593 Infant/Child Growth and Development (1 cr.)	<b>Seventh Term</b> (6 cr.) DIET 560 Community and Public Health Nutrition (3 cr.) DIET 551 Medical Nutrition Therapy II (3 cr.)

*DIET 530 substitutes for HWEL 512 as a prerequisite of LACT 520	<b>Eighth Term</b> (6 cr.) LACT 529 Internship II (3 cr.) DIET 620 Advanced Research Methods (3 cr.)
	<b>Ninth Term</b> (6 cr.) DIET 570 Leadership (3 cr.) DIET 628 Thesis I (3 cr.)
	<b>Tenth Term</b> (6-8 cr.) DIET 629 Thesis II (6 cr.)  If needed: HWEL 591 Biology (1 cr.) HWEL 593 Infant/Child Growth and Development (1 cr.)

### Major and Specialization Option:

Students who choose to take at least <b>9 credits per term when they begin the program</b> , normally take the following courses over seven terms:	Students who choose to take <b>6 or 7 credits per term</b> , normally take the following courses over ten terms:
<b>First Term</b> (10 cr.) DIET 530 Foundations in Dietetics Practice (3 cr.) MAP 508 Elements of Scholarship (3 cr.) MAP 509 Research Methods (3 cr.) HWEL 592 Anatomy & Physiology (1 cr.)	<b>First Term</b> (6 cr.) DIET 530 Foundations of Dietetics Practice (3 cr.) MAP 508 Elements of Scholarship (3 cr.)
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<b>Fourth Term</b> (9 cr.) DIET 551 Medical Nutrition Therapy II (3 cr.) LACT 520 Art and Science of Lactation Counseling (6 cr.)*	<b>Fourth Term</b> (7 cr.) LACT 520 Art and Science of Lactation Counseling (6 cr.)* HWEL 594 Medical Terminology (1 cr.)
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	<b>Ninth Term</b> (6 cr.) DIET 570 Leadership (3 cr.) DIET 628 Thesis I (3 cr.)
	<b>Tenth Term</b> (6-8 cr.) DIET 629 Thesis II (6 cr.)  If needed: HWEL 591 Biology (1 cr.) HWEL 593 Infant/Child Growth and Development (1 cr.)

**MASTER OF BUSINESS ADMINISTRATION WITH A MAJOR IN BUSINESS MANAGEMENT AND A CONCENTRATION IN CYBERSECURITY, OR A SPECIALIZATION IN CRIMINAL JUSTICE MANAGEMENT, OR HEALTH CARE LEADERSHIP, OR ORGANIZATIONAL LEADERSHIP, OR A DESIGN YOUR OWN OPTION**

In addition to the previously available concentration in Cybersecurity, the MBA program is offering four specialization options: a specialization in Criminal Justice Management, or Health Care Leadership, or Organizational Leadership, or a Design Your Own opportunity. The MBA degree requires 36 semester credit hours for the concentration or specialization options.

**MBA with a Major in Business Management and Specializations**

**Foundation Courses**

The MBA program will accept students with a bachelor's degree in any discipline with a 3.0 cumulative grade point average. Students, before enrolled in the MBA degree program, are required to have two foundation courses at the undergraduate level: 1) one Business course; and 2) one Accounting or Finance. These courses must have been passed with a grade of B or above. These courses must be taken prior to beginning MBA graduate courses. Students will be allowed to take CLEP, DSST, IB, or AP exams to satisfy these program prerequisites.

## Transfer Credit

The MBA program will accept a maximum of six graduate-level credits in transfer if deemed appropriate for the program by the program director.

## MBA Curriculum for Specializations

### 36 Semester Credit Hours Total

### Core Courses – 18 semester credits required for each specialization

MBA 505 Strategic Management and Organizational Changes	3 Credits
MBA 506 Financial and Accounting Management	3 Credits
MBA 507 Ethics in Context	3 Credits
MBA 508 Management and Leadership	3 Credits
MBA 509 Strategic Marketing Management in a Digital Age	3 Credits
MBA 520 Capstone	3 Credits

### Criminal Justice Management Specialization

#### Elective Courses – 18 semester credits

MBA 513 Managing Organizational Change in Criminal Justice Management	3 Credits
MBA 514 Cross-Cultural Communications in Criminal Justice Management	3 Credits
MBA 515 Global Management in Criminal Justice Management	3 Credits
MBA 516 Organizational Research, Analytics, and Innovative Solution Building in Criminal Justice Management <b>OR</b>	
LDR 604 Organizational Research, Analytics, and Innovative Solution Building	3 Credits
MBA 517 Leveraging Technology: Strategic Information, Communication, and Collaboration Systems in Criminal Justice Management <b>OR</b>	
LDR 606 Leveraging Technology: Strategic Information, Communication, and Collaboration Systems	3 Credits
MBA 518 Legal Issues in Criminal Justice Management	3 Credits

### Elective Course Descriptions

#### **MBA 513 Managing Organizational Change in Criminal Justice Management (3 Credits)**

This is a survey course of Managing Organizational Behavior that seeks to provide an understanding of the theoretical tenets of organizational behavior as it relates to the Criminal Justice field, the structural models and dynamics embedded in the field of organizational behavior, an understanding of organizational behavior as a cultural system with unique roles, status symbols and critical connections of organizational culture. Students will examine the Autocratic Model, Custodial Model, Supportive Model, Collegial Model and Systems Model with

specific attention to their use in an Organizational Framework. Attention shall be given to the critical importance of Communication, while focusing on the fundamentals, downward, upward, and lateral communication and its importance in a cultural frame. Students will learn and understand the essential Motivation and Reward Systems – examining Human Needs, Behavior Modification, and the underlying principles of Expectancy and Equity Models that can either enhance or derail the organizational behavior of an agency and its members.

**MBA 514 Cross-Cultural Communications in Criminal Justice Management (3 Credits)**

This course will enhance the communication of an individual within social and cultural environments. Learning to effectively communicate in spoken format (face to face, virtual, one on one and in group settings) and in a written format (emails, memos, notes, reports). In line with the university's Social and Global Perspective learning outcome, we will exam social and cultural communication differences and how they relate to the Criminal Justice Field.

**MBA 515 Global Management in Criminal Justice Management (3 Credits)**

This is a survey course in Global Management. The central focus is on the issues of Management both domestically and internationally and the exploration of the challenges experienced in management. This course focuses on what issues and challenges contextually occur for managers and leaders in the Criminal Justice Field overall. The overarching outcome is to assure that you craft your own understanding of what is important in the management of global business, how one frames and engages the work of global business, when challenges within the global arena shift because of cultural, political or religious matters, where you identify resources and factors that assist you effectively in managing the needs and resources of people and cultural systems, and who becomes a collaborative engager of the work you must accomplish. The course will consistently engage international management and culture, exploring multiple challenges one would experience in galvanizing the world of people, work, and culture.

**MBA 516 Organizational Research, Analytics and Innovative Solution Building in Criminal Justice Management (3 Credits)**

Organizational analytics that draw upon quantitative and qualitative data, which is critical for leading, analyzing operations, making decisive decisions, and successfully solving problems in a Criminal Justice organization through innovative means. This course synthesizes the learning about research methods done throughout the program, as well as further prepares students to develop and utilize various forms of data collection, statistical analysis, and reporting to make organizational decisions along with changes needed to the organizational operations.

**OR**

**LDR 604 Organizational Research, Analytics and Innovative Solution Building (3 Credits)**

Organizational analytics that draw upon quantitative and qualitative data is critical for leading and successfully analyzing operations, making decisive decisions, and innovatively solving problems. This course synthesizes the learning about research methods done throughout the program, as well as further prepares students to develop and utilize various forms of data collection, statistical analysis, and reporting to make organizational decisions and the needed changes to organizational operations.

**MBA 517 Leveraging Technology: Strategic Information, Communication and Collaboration Systems in Criminal Justice Management (3 Credits)**

Criminal Justice Organizations are collaborative information enterprises that utilize technology to communicate and network people and partners with other organizations. Criminal Justice Leaders must leverage technology and information to improve organizational performance.

This course explores the vital role technology plays in daily organizational decision-making, operations, teamwork, and supply chain management. Central to the discussion is how Criminal Justice Managers and information technology professionals can work together to design and implement effective information and collaborative systems that enable strategic business analysis and planning, increase workplace productivity, enhance employee performance, create dynamic knowledge management systems, and improve the quality of the work environment.

**OR**

**LDR 606 Leveraging Technology: Strategic Information, Communication and Collaboration Systems (3 Credits)**

Organizations are collaborative information enterprises that utilize technology to communicate and network people and partner with other organizations. Leaders must leverage technology and information to improve organizational performance. Building upon LDR 603 and LDR 605, this course explores the vital role technology plays in daily organizational decision-making, operations, teamwork, and supply chain management. Central to the discussion is how managers and information technology professionals can work together to design and implement effective information and collaboration systems that enable strategic business analysis and planning, increase workplace productivity, enhance worker performance, create dynamic knowledge management systems, and improve the quality of the work environment.

**MBA 518 Legal Issues in Criminal Justice Management (3 Credits)**

This course will explore a myriad of legal topics that impact Criminal Justice leaders today. These topics include but are not limited to labor and employment, discrimination, civil liability issues and other high liability topics as they relate to law enforcement agencies found in municipalities, counties, and federal agencies. Decision-making based upon these legal issues and the impacts they have on an organization in the public sector will also be examined.

**The MBA offers the opportunity for students to take courses from across the UI&U Master's Programs with the MBA program director's approval.**

**Health Care Leadership Specialization**

In addition to MBA core courses (18 credits)

Required Elective Courses (9 credits)

MBA 510 Organizational Behavior	3 Credits
MBA 511 Cross-Cultural Business Communication	3 Credits
MBA 512 Global Business Management	3 Credits

Master of Science Health Care Leadership Courses – select a maximum of 3 courses (9 credits)

HCL 503 Health Care Policy/Advocacy	3 Credits
HCL 506 EHR & Information Systems	3 Credits
HCL 507 Health Informatics: Role & Purpose	3 Credits
HCL 511 Social Entrepreneurship	3 Credits

## **Organizational Leadership Specialization**

In addition to MBA core courses (18 credits)

Required Elective Courses (9 credits)

MBA 510 Organizational Behavior	3 Credits
MBA 511 Cross-Cultural Business Communication	3 Credits
MBA 512 Global Business Management	3 Credits

Master of Science in Organizational Leadership Courses – select a maximum of 3 courses (9 credits)

LDR 603 Managing Talent: Engaging a Diverse Distributed Workforce	3 Credits
LDR 606 Leveraging Technology: Strategic Information, Communication and Collaboration Systems	3 Credits
LDR 607 Collaborative Work Environments: Telework, Teams and Conflict Management	3 Credits
LDR 608 Leading Knowledge Workers: Establishing Organizational Knowledge Sharing Cultures and System	3 Credits

## **Design Your Own Specialization**

**UI&U offers a unique MBA option in which a student may choose to take three courses (nine credits) from any master-level courses offered by UI&U only with the approval of the appropriate graduate program director and MBA program director. The choice of graduate-level courses may be blended from selected UI&U master's certificate and/or degree program courses. This cross-program specialization allows students the flexibility in focusing on a specialization of individual interest such as public health, technology in health care fields, etc., from the M.A. and/or M.S. programs.**

In addition to MBA core courses (18 credits)

Required Elective Courses (9 credits)

MBA 510 Organizational Behavior	3 Credits
MBA 511 Cross-Cultural Business Communication	3 Credits
MBA 512 Global Business Management	3 Credits

Select a maximum of 3 courses (9 credits) from any UI&U master's courses offered in a certificate and/or degree program of study.