

# UNDERGRADUATE CATALOG 2016–17

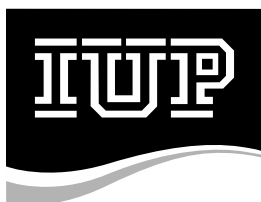
Department of Adult and Community  
Education

College of Education and Educational Technology

[www.iup.edu/ace](http://www.iup.edu/ace)

This document is a direct extract from the full 2016–17 *Undergraduate Catalog*. As a result, the original page numbering will appear.

For information on other colleges at IUP, or about specific courses, please consult the full 2016–17 catalog, available at [www.iup.edu/registrar/catalog](http://www.iup.edu/registrar/catalog). Earlier catalogs are also available at this web address.



Indiana University of Pennsylvania

## Department of Adult and Community Education

Website: [www.iup.edu/ace](http://www.iup.edu/ace)

Gary J. Dean, Chairperson; McGinty, Willis; and professor emeritus Ferro

At the undergraduate level, the Department of Adult and Community Education offers the BSEd degree program in business education. At the graduate level, the department offers the MA in Adult and Community Education with the Adult and Community Education (offered fully online) and Adult Education and Communications Technology tracks, and the MEd in Business Education/Workforce Development with the Business, Computer, and Information Technology (with PDE K-12 teaching certification in business, computer, and information technology), Workforce Development, and Administrative (Vocational Education Administration tracks). In addition, the department offers a Certificate of Recognition in E-Learning. Refer to the *Graduate Catalog* for further details on the graduate programs.

### Business Education

IUP's Business Education program is accredited by the National Council for Accreditation of Teacher Education (NCATE). The program leads to the degree of bachelor of science in education and Pennsylvania teacher certification in business, computer, and information technology for grades K-12.

The Business Education program is dedicated to preparing teachers who will be qualified and certified to instruct students to live and work in a business environment.

The program is intended for those interested in teaching in public elementary, junior/middle, and senior high schools, vocational-technical schools, private business schools, or industry. Students have a choice of the following certification areas: business, computer, and information technology, or marketing education.

Admission to this program requires entering students to meet the guidelines for admission to the College of Education and Educational Technology. Additionally, students must achieve a 3.0 GPA to apply for Step 1 of the Teacher Education process to enroll in major courses, to student teach, and to be recommended for certification. Students must meet the requirements leading to teacher certification as outlined in this catalog.

Before graduation, each business education student must document completion of 500 hours of business work-related experience. This experience can be acquired during summer vacations and in offices on the campus during the regular school term. Previous documented experience may also be counted.

### Bachelor of Science in Education—Business Education (\*) (1)

**Liberal Studies:** As outlined in Liberal Studies section with the following specifications: 46-47

**Mathematics:** MATH 115

**Natural Science:** Option I recommended

**Social Science:** ECON 121, PSYC 101

**Liberal Studies Electives:** 6cr, ECON 122, MATH 214, no courses with BTED prefix

**College: Professional Education Sequence:** 31

BTED 411	Methods in Business and Information Technology I	3cr
BTED 412	Methods in Business and Information Technology II	3cr
EDEX 301	Education of Students with Disabilities in Inclusive Secondary Settings	2cr
EDEX 323	Instruction of English Language Learners with Special Needs	2cr
EDSP 102	Educational Psychology	3cr
EDSP 477	Assessment of Student Learning: Design and Interpretation of Educational Measures	3cr
EDUC 242	Pre-student Teaching Clinical Experience I	1cr
EDUC 342	Pre-student Teaching Clinical Experience II	1cr

EDUC 441	Student Teaching	12cr
EDUC 442	School Law	1cr

**Major:** 42

**Required Courses:**

**Business Administration Core:** 27cr

ACCT 201	Accounting Principles I	3cr
ACCT 202	Accounting Principles II	3cr
BCOM 321	Business and Interpersonal Communications	3cr
BLAW 235	Legal Environment of Business	3cr
FIN 310	Fundamentals of Finance	3cr
IFMG 300	Information Systems: Theory and Practice	3cr
MGMT 310	Principles of Management	3cr
MKTG 320	Principles of Marketing	3cr
QBUS 215	Business Statistics	3cr

**Business, Computer, and Information Technology Certification:** 15cr

BTED/COSC/IFMG 101	Computer Literacy	3cr
BTED 401	Web Design	3cr
BTED 470	Technology Applications for Education	3cr
BTST 383	Microcomputer Software Solutions	3cr
MGMT 105	Introduction to Business	3cr

**Free Electives:** 0-1

(#) **Total Degree Requirements:** 120

(\*) See requirements leading to teacher certification, titled "Admission to Teacher Education," in the College of Education and Educational Technology section of this catalog.

(1) Students can transfer credit from another regionally accredited institution.

(#) See advisory paragraph "Timely Completion of Degree Requirements" in the section on Requirements for Graduation.