



The University Catalog is published annually and serves as a reference for the academic year. Methodist University publishes an addendum to accommodate newly approved programs; to correct or clarify inaccuracies in the current published academic catalog; to accommodate mid-year federal/state regulatory updates/changes; update changes to university published policy; or to accommodate changes to University or program accreditation. The addendum also allows critical updates approved outside the catalog publication cycle to be published in a timely manner.

All course requirements, program requirements, federal/state regulations, University policy, or accreditation status supersedes catalog editions published prior to this addendum.

**Category:** Correction

**Division:** Undergraduate

### ACADEMIC CALENDAR (CAMPUS PROGRAMS)

#### SUMMER 2025 SESSION II (4 WEEKS/JUNE 16-JULY 11)

June 16	First day of class
June 17	Last day to add a class
June 17	Last day to drop a class without record
June 19	Juneteenth holiday (no classes)
July 4	Independence Day holiday (no classes)
July 9	Last day to withdraw from a class
July 11	Last day of classes, final exams
July 14	Final grades due

#### SUMMER 2025 SESSION IV (8 WEEKS/MAY 19-JULY 11)

May 19	First day of class
May 23	Last day to add a class
May 23	Last day to drop a class without record
May 26	Memorial Day holiday (no classes)
June 1	August 2025 Graduation applications due
June 19	Juneteenth holiday (no classes)
July 4	Independence Day holiday (no classes)
July 4	Last day to withdraw from a class
July 10-11	Final exams
July 14	Final grades due

**Category:** Correction

**Division:** Graduate

### ACADEMIC CALENDAR (CAMPUS GRADUATE PROGRAMS)

#### FALL 2024 (AUGUST 19 - DECEMBER 6)

August 19	First day of class
August 23	Last day to add a class
August 23	Last day to drop a class without record
September 1	December 2024 <i>Intent to Graduate</i> applications due

September 2	Labor Day holiday (no classes)
October 28	Spring 2025 early registration begins for graduate students
November 1	May 2025 <i>Intent to Graduate</i> applications due
November 11	Veterans Day holiday (no classes)
November 27-29	Thanksgiving holiday (no classes)
November 29	Last day to withdraw from a class
November 29	Last day to officially withdraw from the university
December 6	Last day of fall 2024 semester
December 16	Final grades due

\*The Master of Medical Science in Physician Assistant Studies and The Doctor of Occupational Therapy program Fall 2024 full term dates should reflect August 19, 2024 – December 13, 2024. Any subterm reflected on a student schedule should fall within the full-term dates.

**Category:** Addition

**Division:** Graduate

**SUMMER 2025 SESSION D5 (MAY 19 – AUGUST 8)**

May 19	First day of class
May 23	Last day to add a class
May 23	Last day to drop a class without record
May 26	Memorial Day holiday (no classes)
June 1	August 2025 <i>Intent to Graduate</i> applications due
June 19	Juneteenth holiday (no classes)
July 4	Independence Day holiday (no classes)
August 1	Last day to withdraw from a class
August 8	Last day of summer 2025 D5 subterm
August 11	Final grades due

**SUMMER 2025 SESSION D6 (MAY 5 – JULY 18)**

May 5	First day of class
May 9	Last day to add a class
May 9	Last day to drop a class without record
May 26	Memorial Day holiday (no classes)
June 1	August 2025 <i>Intent to Graduate</i> applications due
June 19	Juneteenth holiday (no classes)
July 4	Independence Day holiday (no classes)
July 11	Last day to withdraw from a class
July 18	Last day of summer 2025 D6 subterm
July 21	Final grades due

**SUMMER 2025 SESSION D7 (MAY 12 – JULY 03)**

May 12	First day of class
May 16	Last day to add a class
May 16	Last day to drop a class without record
May 26	Memorial Day holiday (no classes)

June 1	August 2025 <i>Intent to Graduate</i> applications due
June 19	Juneteenth holiday (no classes)
June 26	Last day to withdraw from a class
July 3	Last day of summer 2025 D7 subterm
July 4	Independence Day holiday (no classes)
July 7	Final grades due

### **SUMMER 2025 SESSION D8 (MAY 12 – AUGUST 15)**

May 12	First day of class
May 16	Last day to add a class
May 16	Last day to drop a class without record
May 26	Memorial Day holiday (no classes)
June 1	August 2025 <i>Intent to Graduate</i> applications due
June 19	Juneteenth holiday (no classes)
July 4	Independence Day holiday (no classes)
August 8	Last day to withdraw from a class
August 15	Last day of summer 2025 D8 subterm
August 18	Final grades due

**Category:** Federal Regulatory Update

**Division:** Undergraduate and Graduate

## **VETERAN EDUCATION BENEFITS**

Methodist University is proud to assist our veteran students in achieving their academic and career goals. This institution is approved by the North Carolina State Approving Agency for the enrollment of persons eligible for education assistance benefits from the U. S. Department of Veterans Affairs (DVA).

Entitled veterans, active-duty military, drilling National Guard, drilling Reservists, and eligible family members; who have applied, met all admissions criteria, been fully accepted, and actively matriculated; may be certified to the DVA Regional Office as enrolled and in pursuit of an approved program of Education.

Methodist University complies with all Federal, State and DVA requirements in the administration and execution of the Service-members' Readjustment Act. Students utilizing DVA education benefits must have their course schedules approved for certification by the Director of Veteran Services housed in the Military and Veterans Center located in the lower level of the Berns Student Center.

Courses cannot be certified unless they are a part of the student's declared major. Courses cannot be certified that are taken on a pass-fail basis or for audit. Students who fail to maintain the Standards of Academic Progress as listed in the financial aid section of this catalog or who's cumulative GPA is below 2.00 for two consecutive terms will not be able to receive VA Education Benefits through MU unless a one-time probationary term has been applied for and approved.

### **Yellow Ribbon Program**

The Yellow Ribbon G.I. Education Enhancement Program (Yellow Ribbon Program) is a provision of the Post9/11 G.I. Bill®. Eligibility for the Yellow Ribbon Program must be determined by the Department of Veteran Affairs, Education Division. This program allows institutions of higher learning (degree granting

institutions) in the United States to voluntarily enter into an agreement with VA to fund tuition expenses that exceed the highest public in-state undergraduate tuition rate.

Under this agreement MU will provide tuition assistance to veterans beyond what they are provided from their base GI Bill® rate of compensation. The Department of Veterans Affairs (VA) will match MU's contribution dollar-for-dollar up to MU's annual Yellow Ribbon cap or 50 percent of the difference between VA's annual tuition cap for chapter 33 and the net cost of tuition and fees after the application of all scholarships, aid and assistance (other than that provided under section 401(b) of the Higher Education Act of 1965).

For information concerning monetary benefits, contact the U.S. Department of Veterans Affairs Regional Processing Office in Muskogee, Okla., (888)442-4551 or their website [www.va.gov](http://www.va.gov). For information about the available programs at Methodist University contact the Director of Veteran Services at 910.630.7174.

Student files in the Veteran Services Office will be maintained for a minimum of three years after the student's last semester or term.

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**Category:** Addition, Federal Regulatory Update

**Division:** Undergraduate, Graduate

## STUDENT FINANCIAL SERVICES

### Student Billing

#### **Chapter 31 and Chapter 33 Education Benefit Recipients**

Methodist University will bill the VA for net tuition costs. This is the tuition and required fees for your program less tuition specific institutional aid (for example: Opportunity, Presidential, Founders, A to B, and Wright Scholarship).

Residential students receive larger institutional aid awards (for example: Presidential or Opportunity scholarships) compared to commuter students due to the higher cost of attendance for residential students. Only 75% of these scholarship awards for residential students are applied as tuition specific aid for VA billing purposes. The additional 25% is classified as non-tuition specific aid for general costs of attendance.

No student receiving chapter 31 or 33 benefits will face any punitive or financial penalty if a VA tuition payment is delayed due to no fault of the student.

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**Category:** Program Update

**Division:** Undergraduate

## ADVANCED PARAMEDICINE (B.S.)

### Advanced Paramedicine Course Descriptions – APM

#### **APM 3000 ADVANCED PATIENT ASSESSMENT (2)**

This course covers advanced patient assessment techniques for holistic, in-depth history and physical exam. Topics include a review of the initial paramedic assessment, comprehensive history and physical exam by body system, and the evaluation and interpretation of clinical evidence. Upon

completion, students should be able to develop a list of differential diagnoses and treatment plans using advanced clinical reasoning.

Prerequisite: State, national, or international paramedic credential

Offered: fall, spring, summer

**APM 3040 PSYCHOSOCIAL ASPECTS OF AGING IN PARAMEDIC PRACTICE (2)**

This course provides a thorough analysis of both the physiologic and psychosocial needs of the aging patient related to the provision of emergency care. Topics include epidemiology of aging, polypharmacy, perceptions of aging, communications with the aged and caregivers, abuse and neglect, and disaster care. Upon completion, students should be able to integrate principles of eldercare in clinical practice.

Prerequisite: State, national, or international paramedic credential

Offered: spring, summer

**APM 3200 PSYCHOTRAUMATOLOGY IN THE EMERGENCY SERVICES PROFESSIONAL (2)**

This course introduces etiology, pathophysiology, and progression of the acute stress response in the emergency services professional. Emphasis is placed on primary and secondary traumatic stress disorders, moral injury, and prevention and coping mechanisms. Upon completion, students should be able to identify signs, symptoms, and risk factors for acute and chronic stress disorders as well as create a personal care plan in the event they experience a potentially traumatizing event.

Prerequisite: State, national, or international paramedic credential

Offered: spring, summer

**APM 3300 FLUIDS, ELECTROLYTES, AND ACID-BASE PHYSIOLOGY (3)**

This course introduces the learner to the physiology, pathophysiology, clinical presentation, and treatment of various fluid, electrolyte, and acid-base derangements. Topics include fluid compartments, mediators of homeostasis, fluid disorders, a variety of electrolyte imbalances as well as respiratory, metabolic, and mixed acid-base derangements. Upon completion, students should be able to identify, discuss, and treat a variety of conditions.

Prerequisite: State, national, or international paramedic credential

Offered: fall, spring

**APM 3500 ANESTHESIA, AIRWAY, AND VENTILATOR OPERATIONS (3)**

This course is designed to prepare students to systematically manage the airway of an emergency patient. Topics include rapid sequence induction, ventilator operations, pharmacological interventions for management of the airway, and a detailed approach to respiratory pathophysiology. Upon completion, students should be able to incorporate course content into the management and care of patients suffering from respiratory disease, difficulty, or airway compromise.

Prerequisite: State, national, or international paramedic credential

Offered: spring, summer

**APM 3600 THE EVOLUTION OF INJURY AND BURN CARE (2)**

This course provides an advanced analysis of injuries and burn care. Emphasis is placed on the etiology, kinematics, and pathophysiological principles of traumatic injuries to all body systems. Upon completion, students should be able to synthesize course material to guide advanced clinical practice in patients with acute trauma.

Prerequisite: State, national, or international paramedic credential

Offered: fall

**APM 3770 ADVANCED PHARMACOLOGY (3)**

This course introduces the learner to advanced principles of pharmacology and a broad range of medications. Topics include pharmacokinetics and pharmacodynamics, mechanisms of action, disease pathophysiology, and common medications that affect various body systems. Upon completion, students should be able to identify and discuss in detail a variety of medications.

Prerequisite: State, national, or international paramedic credential

Offered: summer

**APM 3910 MATERNAL, FETAL, AND PEDIATRIC MEDICINE (3)**

This course is designed to systematically explore maternal, fetal, and pediatric medicine. Topics include obstetrical, neonatal, and pediatric emergencies; pharmacological therapeutics; complications of pregnancy, including pre-, ante-, and post-natal considerations; and effective communication with pediatric patients and their caregivers. Upon completion, students should be able to use the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, and prognosis in the management of obstetrical, pediatric, and neonatal patients.

Prerequisite: State, national, or international paramedic credential

Offered: summer

**APM 4000 IMAGING AND ADVANCED DIAGNOSTICS (3)**

This course provides an overview of the components of laboratory values as well as a primer on basic imaging. Topics include complete blood count, complete metabolic profile, cardiac biomarkers, blood gases, general chemistries, radiography, point-of-care ultrasound, and the evaluation and interpretation of normal and abnormal variants found in blood work or imaging studies. Upon completion, students should be able to develop a list of differential diagnoses and treatment plans using interpretation analytics.

Prerequisite: State, national, or international paramedic credential and APM 3000

Offered: spring, summer

**APM 4400 TOXICOLOGY (3)**

This course provides a compendium of knowledge on toxicological emergencies. Emphasis is placed on various toxins, toxidromes, poisons, and pathophysiological effects on the human body. Upon completion, students should be able to synthesize course material to guide advanced clinical practice in patients with a toxicological emergency or acute poisoning.

Prerequisite: State, national, or international paramedic credential and APM 3300

Offered: summer

**APM 4500 RESEARCH METHODS (3)**

This course provides an overview of the methodology and analysis for inquiry in health sciences and is designed to prepare health science majors for assessing and conducting research. Topics include research critique, research methodology, and statistical analysis. Upon completion, the student should be able to apply this knowledge to relevant literature and applicable research projects.

Prerequisite: None

Offered: spring

**APM 4610 ADVANCED ELECTROCARDIOGRAPHY (2)**

This course provides an in-depth analysis of irregularities in the electrocardiogram. Emphasis is placed on the etiology and diagnostic criteria of medical conditions causing electrocardiographic abnormalities. Upon completion, students should be able to utilize anatomical, physiological, and pathophysiological principles in the assessment, diagnosis, and management of patients with atypical electrocardiography.

Prerequisite: State, national, or international paramedic credential  
Offered: fall

**APM 4700 THE EVOLUTION OF DISEASE AND ILLNESS (3)**

This course is designed to systematically organize prehospital assessment, diagnostics, epidemiology, and pathophysiology to diagnose and intervene for the patient with an acute illness. Emphasis is placed on the use of decision logic in the exploration of all aspects of patient management. Upon completion, students should be able to critically evaluate and assemble pieces of information provided in the history, physical exam, and diagnostic assessment to provide exceptional patient care.

Prerequisite: State, national, or international paramedic credential and APM 3000, APM 3770, and APM 4000

Offered: fall, spring

**APM 4850 EMERGING TRENDS IN PARAMEDIC PRACTICE (2)**

This course provides an exploration of emerging trends in paramedic practice. Emphasis is placed on innovations in clinical, operational, and administrative practice. Upon completion, students should be able to formulate an educated viewpoint and devise solutions regarding practice trends in the emergency medical services (EMS) profession.

Prerequisite: State, national, or international paramedic credential and APM 3600 & APM 4700

Offered: fall, spring, summer

**HCA 3200 JUST CULTURE (3)**

This course provides an opportunity for students to apply the principles of just culture to real-life cases of medical malpractice. Emphasis is placed on case analysis and the application of corrective action for the healthcare system, individual clinician, or both. Upon completion, the student should be able to integrate just culture into problem-based analysis in healthcare systems.

Prerequisite: None

Offered: fall

**HCA 4300 CULTURAL COMPETENCE IN PATIENT CARE (3)**

This course is designed as an exploration of cultural competence in the healthcare setting. Topics include the federal culturally and linguistically appropriate standards (CLAS), social determinants of health, health disparities, and best practices. Upon completion, the student should be able to integrate the principles of culturally and linguistically appropriate services into patient care or contact.

Prerequisite: None

Offered: fall, spring

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**Category:** Addition

**Division:** Undergraduate and Graduate

## ADMINISTRATORS AND SCHOOL OFFICIALS

### Office of the President

<b>President</b>	Stanley T. Wearden, Ph.D.
<b>Provost/Chief Academic Officer</b>	Suzanne Blum Malley, Ph.D.
<b>Vice President, Business Affairs Chief Financial Officer</b>	Dawn Ausborn, M.S.A., CPA
<b>Vice President, Development</b>	Greg Swanson, J.D.

<b>Vice President, Student Affairs</b>	William H. Walker, Ed.D.
<b>Vice President, Planning and Administration; Chief of Staff</b>	Sheila Kinsey, B.A.
<b>Executive Administrative Assistant to the President &amp; Chief of Staff</b>	Jeanie Eidem, B.A.S.
<b>Events Coordinator</b>	Daryl Smithling

## Office of the Provost

<b>Provost/Chief Academic Officer</b>	Suzanne Blum Malley, Ph.D.
<b>Chief Diversity Officer</b>	Quincy Malloy, Ed.D.
<b>Vice President, Enrollment Services</b>	Rick Lowe, B.A.
<b>Associate Provost, Academic Operations; SACSCOC Liaison</b>	Patricia Fecher, Ed.D.
<b>Associate Provost, Student Success</b>	Keri Walters, M.S.
<b>University Registrar</b>	Kasi Turner, M.S.
<b>Dean, College of Arts, Humanities, and Sciences</b>	J.R. Hustwit, Ph.D.
<b>Dean, College of Business, Technology, and Professional Studies</b>	Tat W. Chan, Ph.D.
<b>Dean, College of Health Sciences and Human Services</b>	Meredith Gronski, OTD, OTR/L, CLA, FAOTA
<b>Dean, College of Medicine</b>	Hershey Bell, MD
<b>Director, Institutional Research &amp; Business Intelligence</b>	Xian Peng, M.S.I.T.M., M.I.S., M.P.A.
<b>Director, Global Education</b>	Minnu Paul, MBA
<b>Director, Library Services</b>	Tracey Sherrod, M.L.I.S.

**Category:** Addition

**Division:** Undergraduate and Graduate

## ACADEMIC POLICIES

### Academic Record Retention Policy

The purpose of this policy is to ensure that necessary records and documents are adequately protected and maintained and to ensure that records that are no longer needed or are of no value are discarded at the appropriate time.

The Registrar's Office at Methodist University is the institution's official custodian of the academic records of enrolled students and complies with the provisions of the Family Educational Rights and Privacy Act of 1974. The office retains records and disposes of records within guidelines established by AACRAO recommendations and best practices. The standards for academic records storage and disposal within the Office of the Registrar are reviewed and maintained at the direction of the University Registrar.

Under no condition shall an active student's academic record housed within the University Registrar's Office be willfully destroyed. Retention and destruction standards for academic records of students that are no longer active students shall follow AACRAO recommended guidelines and be enforced by the



University Registrar. This policy will supersede all other policies on student records retention and destruction pertaining to the academic records in the Office of the Registrar.

### Artificial Intelligence (AI) Use Policy

Methodist University encourages the thoughtful use of AI across campus. Use of AI in the classroom is at the instructor's discretion, and individual instructors may create their own AI policies, assignments, and/or course requirements.

The following principles serve as guidelines:

#### **Ethical Use of AI:**

1. Unless otherwise specified by the instructor, work submitted in a course must be the student's original creation. AI generated content should not constitute the primary source of student work.
2. Unless otherwise specified by the instructor, AI can be used to brainstorm ideas and generate content, but student work should demonstrate a deep understanding of the subject matter. The following are some examples of acceptable use of AI:
  - a. Brainstorming topics
  - b. Developing an initial and/or broad understanding of a topic
  - c. Exploring a topic
  - d. Searching for sources
  - e. Seeking inspiration for a project
  - f. Practicing skills
3. AI generated content must not plagiarize or infringe on the work of others (please refer to the MU Honor Code for further information). AI generated content must align with fair use and copyright regulations. Proper attribution and citation of any sources, including AI generated content, is required. This includes, but is not limited to, the written word, audio, video, and still images.

#### **Correct Citation of AI-generated content:**

All AI generated content must be acknowledged in text and must conform to citation standards (i.e., APA, MLA, or Instructor policies, etc.)

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**Category:** Correction

**Division:** Graduate

## PHYSICIAN ASSISTANT STUDIES (M.M.S.)

Master of Medical Science in Physician Assistant Studies

Admissions

### **Admissions Requirements**

1. A Bachelor's degree from a four-year regionally accredited college or university. No specific major is required. An overall college GPA of 3.0 or higher is recommended.
2. Satisfactory completion (a letter grade of C or better) in the following medical core prerequisite courses. All coursework must be taken in the United States. A prerequisite GPA of 3.2 or higher is recommended.

\*Prerequisite courses required for admissions remain unchanged.

### **Clinical Experience Admissions Requirement**

A minimum of 1,000 hours of clinical experience is required prior to matriculation. The purpose of clinical experience is to allow for exposure to how the healthcare system works and to gain an understanding of the PA profession. Having direct patient contact is valuable to helping applicants establish a comfort level when working with patients and other members of the medical team. Hands-on direct patient care experiences may come from a variety of places. The extent to which an applicant is involved in patient care will be weighed based on the description of the applicant's duties during those hours. The title of a position is not as important as the duties the applicant performed in terms of patient contact and interaction with patients and other healthcare providers (physicians, PAs, nurses, etc.). Common examples of direct patient care experiences may include but are not limited to "tier 1" positions that are described below.

Applicants are encouraged to have at least completed or exceeded 1,000 hours at the time of application to be deemed competitive. The program is not responsible for assisting applicants with finding places of employment, shadowing opportunities, certifications, etc. It is the responsibility of the applicant to arrange their own clinical experience.

All hours must be completed by July 15th of the year planning to enter. The program considers hours in two tiers:

- "Tier 1" hours are defined as positions that have direct patient contact and are normally paid positions. Typical hours that are considered "tier 1" are positions such as, but not limited to: Medical Assisting, C.N.A, EMT, Paramedic, Scribe, Respiratory Technician, Nursing, Surgical Technician, Military Medic, Phlebotomy, University Athletic Training, PT Aide, ER/ED, or Patient Technician, etc.
- "Tier 2" hours are defined as hours that have limited or no patient contact but are somewhat relevant to an applicant's preparation for PA school and the PA profession. Only 250 hours of "tier 2" hours will be counted towards the 1,000-hour requirement. As a result, the applicant will need to obtain the remainder of the outstanding hours in a "hands-on" or "tier 1" type of position(s). Tier 2 hours include experiences such as, but not limited to: Pharmacy Technician, Laboratory Technician, and Shadowing.

### **Foreign Graduates**

Applicants who have completed their degree outside of the US must follow the following policies:

- Applicants must have their transcripts evaluated by the World Education Services (WES) to determine if the degree is equivalent to a Bachelor's degree in the United States. If the evaluation determines work done outside the US is equivalent to a Bachelor's degree (or Doctor of Medicine) the applicant has completed the Bachelor's degree requirement for our program. If the evaluation does not determine equivalency to a Bachelor's degree, the applicant is deficient in that requirement and must complete bachelor's degree. Degree equivalency is the only item of importance the program will consider on the WES evaluation.
- All prerequisite coursework requirements must be taken in the United States regardless if the applicant has completed them in another country. Specific coursework on the WES evaluation will not be considered. For example, if applicants have completed medical school in another country, they are still required to take all medical core prerequisites for our program regardless if they have been completed within a foreign medical program. There are no exceptions to this policy.

- Applicants who have completed a foreign medical school must have achieved a 3.0 overall GPA (program will use WES evaluation for foreign GPA calculation), no history of dismissal from the medical program, and/or no failures on the United States Medical Licensing Exam (USMLE).
  - In addition to GRE scores, foreign graduates must complete the Test of English as a Foreign Language (TOEFL). The program will not allow applicants to substitute an English course or certificate in place of TOEFL scores. The PA Program requires TOEFL scores of 570(PBT), 230(CBT), and 100(IBT).
  - Foreign graduates must also complete 1,000 hours of direct patient contact, meet selection factors, and follow the same application process through CASPA.
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**Category:** Correction

**Division:** Graduate

## PHYSICAL THERAPY (DPT)

### Course Descriptions – DPT

#### **DPT 6010 MUSCULOSKELETAL PHYSICAL THERAPY II (4)**

This course provides an in-depth study of the evaluation, diagnosis, and physical management of musculoskeletal impairments and limitations of the cervical and thoracic spine, temporomandibular joint, and upper extremities of the human body. Students will learn to integrate concepts of various approaches to physical therapy management with specific examination and intervention techniques to address both surgical and nonsurgical musculoskeletal conditions of these regions. Various orthopedic manual physical therapy approaches including special tests, thrust and non-thrust joint mobilization techniques, will be introduced. The student will also learn to incorporate appropriate therapeutic exercise and activity regimens for various musculoskeletal conditions of these upper quarter and spine regions.