2019-2020 Graduate Catalog Review

Editorial Notes:
I started with the Index page for the 2019-2020 Graduate Catalog, and mostly worked my way through this listing. I only noted the sections where I had questions or comments about a particular passage or link. Otherwise, I made style, grammar and consistency changes in Cascade throughout the catalog.

There are a number of places where I note that a link "did not work for me." I worded it this way because I realize that I may not have privileges to access certain parts of the website, particularly where the links go to. However, there were plenty of other links that did work.

There are places throughout the catalog, where links take you to an older (primarily the 2018-2019 catalog) catalog or seemingly outdated PDFs and pages. I tried to note these when I came across them.

Any links to course descriptions (I sampled throughout entire catalog), went to a blank Course Descriptions page.

In a few places in Cascade, after hitting submit, the following or similar message pops ups: "Accessibility check" "Table tags must have a summary describing the layout of the table."

Colleges and Schools

College of Business Administration

--There seems to be a fair amount of repetition of policy information and things like accreditation, co-op information, advising on both the main page and within each of the programs. Is this information also a repeat from the main Policies section in the catalog?

--Under Contact Information, the whole College uses bullets for the contact information. This is not the standard for the catalogs overall.

Dual MBA/MCIS Degree

--In the other dual degrees, the heading at the start of the information uses the acronyms/degree names. In this degree, it's all spelled out in the heading. Should it be consistent with the others?

Master of Business Administration

--Under Contact Information, there is a mixture of bullets used or not used.

--At the end of Distinctive Features, make jesuitmba.org an active link.

--Under Degree Requirements, should these courses have active links?

ACC 5300 – ACC 5950
BTM 5000 – 5999 (excluding BTM 5500)
MBA 5270– MBA 5990 (excluding MBA 5900)

College of Engineering & Science

--Academic programs are not accessible from main college catalog page.

--Many policies are posted that may already be in the Policies section of the catalog.

Advanced Electric Vehicle Certificate

--Under Certificate Requirements, the "click here" link did not work for me.

Chemistry

--Link to Chemistry does not work from /academics/catalog/graduate2019-2020/colleges/index Did not edit.

Civil Engineering (MCE)

--The first two paragraphs talk about the other programs offered through the Department of Civil, Architectural and Environmental Engineering before it even mentions Civil Engineering. I wasn't sure I was on the right page until it began discussing the Civil Engineering degree further down.

--Under Traditional Master vs. 5-Year Bachelor/Master, link at very end goes to 2018-2019 Undergraduate Catalog.

Civil and Environmental Engineering (DE)

--Under Description, link "here" does not work for me.

Electrical and Computer Engineering (MECE)

--Under Admission Requirements – Five-Year Bachelor/Master Students, the acronym ECECS is used, but not explained.

--Under Master of Electrical and Computer Engineering Degree Requirements (30 credit hours) - Required courses for Signals and Systems Specialization (offered only at the graduate level), Several of the courses do not have active links.

--Under Recommended Elective Courses for Signals and Systems Specialization, Several of the courses do not have active links.

--Under Required courses for Computer Engineering Specialization (offered only at the graduate level), Several of the courses do not have active links.

--Under Recommended Elective Courses for Computer Engineering Specialization, Several of the courses do not have active links.

--Under Recommended Elective Courses for Robotics and Mechatronics Specialization, Several of the courses do not have active links.

--Under Program Contact Information, link to website does not work.

Electrical Engineering (DE)

--Under Doctor of Engineering with a major in Electrical Engineering Degree Requirements (81 credit hours), courses do not have active links.

Environmental Engineering (MEN)

--Under Traditional Master vs. Five-Year Bachelor/Master, all of the links to the five-year programs go to the 2018-2019 catalog.

--Under Contact Information, link to website did not work for me.

Mechanical Engineering (MME)

--Under Admission Requirements for the Master of Mechanical Engineering Program, the link at the end goes to the 2017-2018 catalog.

--Under Contact Information, link to website did not work for me.

Product Development (MS)

--Under Description, the acronym MPD is introduced, but the reference needs to be given the first time.

Smart and Autonomous Vehicle (Certificate)

--Under Certificate Requirements, are underlines necessary for the course links?

Software Engineering (MSSE)

--Under Master of Science in Software Engineering Degree Requirements (30 credits), are underlines necessary for the course links?

Graduate Certificate in Systems Engineering

--Under Certificate Requirements, are underlines necessary for the course links?

Technical Management (MS)

--Under Master of Science in Technical Management Degree Requirements, are underlines necessary for the course links?

College of Health Professions/McAuley School of Nursing

--Should RN be capitalized? It is inconsistent throughout the catalog.

--Under Appeals Policy, copy references academic year 2018-2019. The document it links to has not been updated since 2016. It also has references to "UDM".

--Under Graduate Student Handbook, both the Heading and the link are 2018-2019.

--Under Contact Information, the address is incomplete. Need to add Detroit, MI 48221-3038.

--No links to programs on main page.

Health Services Administration (MHSA)

--Under Program Policy Manual, Link to Student Handbook is a 2018-2019 document.

--Under Contact Information, are bullets necessary? Link to website did not work.

Health Services Administration Certificate (Post-baccalaureate Non-business Students)

--Under Admission Criteria, http://www.udmercy.edu/apply did not work. Website link did not work.

--Under Contact Information, are bullets necessary? Link to website did not work.

Health Services Administration Management Certificate (Post-baccalaureate Business Students)

--Under Admission Criteria, http://www.udmercy.edu/apply did not work. Website link did not work.

--Under Admission from Health Services Administration Certificate Program to the Master in Health Services Administration Program:

For the heading, "Admission from Health Services Administration Certificate Program to the Master in Health Services Administration Program", should it read "Admission from Health Services Administration **Management** Certificate Program to the Master in Health Services Administration Program"?

For the first sentence, "Students who complete the Health Services Administration Certificate program are eligible for admission to the M.H.S.A. program if they meet all admission criteria for the master's program." Should it read, "Students who complete the Health Services Administration **Management** Certificate program are eligible for

admission to the MHSA program if they meet all admission criteria for the master's program."?

--Under Contact Information, are bullets necessary? Link to website did not work.

Nurse Anesthesia – Master of Science (MS)

--Under Curriculum, should this statement be updated?

"This curriculum leads to the degree Master of Science in Nurse Anesthesia. It is typically taken in 27 months ("full time"). We will not admit students after Fall 2018 to the 39 month curriculum ("extended" or "part time")."

--Under Contact Information, no contact name is given.

--Should Cost of Attendance come before Contact Information?

Doctor of Nursing Practice – Nurse Anesthesia

--Under Contact Information, there is no contact listed.

Physician Assistant (MS)

--Under Accreditation, is it necessary to tell readers that the Accreditation is through University of Detroit, but is continued through University of Detroit Mercy, if I'm understanding this correctly. Isn't that more of an internal notation, rather than for the catalog? Also, copy may need to be updated or reworded since it states that the program will be up for review in September 2019. The link http://www.arc-pa.org did not work.

--Under Program Policy Manual, the document that the link goes to is from 2018-2019.

--Under Program Contact Information, the website link did not work.

Certificate in Adult-Gerontology Clinical Nurse Specialist.

--Under Program Contact Information, there is no name or department location.

Adult-Gerontology Clinical Nurse Specialist (Post-BSN to DNP with Master's Exit)

--Under Description, the type in the tables butts up against the rules.

--The table under Description seems to be the same text as what follows under Program Outcomes.

--Under Program Contact Information, there is no name or department location.

Certificate in Clinical Nurse Leader

--Under Program Contact Information, there is no name or department location. The http://healthprofessions.udmercy.edu/index.php link did not work.

Clinical Nurse Leader (post-BSN to DNP with Master's Exit)

--Under Description, the type in the tables butts up against the rules.

--Under Program Contact Information, there is no name or department location.

Doctor of Nursing Practice (Post-Master's DNP)

--Under Program Contact Information, there is no name or department location. The http://healthprofessions.udmercy.edu/index.php link did not work.

Certificate in Family Nurse Practitioner

--Under Program Contact Information, there is no name or department location. The http://healthprofessions.udmercy.edu/index.php link did not work.

Family Nurse Practitioner (post-BSN to DNP with Master's Exit)

--Under Description, the type in the tables butts up against the rules.

--Under Program Contact Information, there is no name or department location. The http://healthprofessions.udmercy.edu/index.php link did not work.

Health Systems Management (post-BSN to DNP with Master's Exit)

--Under Description, the type in the tables butts up against the rules.

--Under Program Contact Information, there is no name or department location. The http://healthprofessions.udmercy.edu/index.php link did not work.

--Under Program Description, the first two paragraphs don't even mention Health Systems Management. As a reader, I would think I was on a wrong page. The type in the tables butts up against the rules.

Nurse Anesthesia Master of Science

--In this program listing on the main catalog "Colleges and Schools" page: /academics/catalog/graduate2019-2020/colleges/index

Nurse Anesthesia Master of Science is listed both under College of Health Professions and under McAuley School of Nursing. Both seem to be the same entry. This is the link on the CHP link listing of programs - Nurse Anesthesia (Doctor of Nursing Practice DNP-Nurse Anesthesia) – but the page opens to Nurse Anesthesia Master of Science. Perhaps this link should go to here - Doctor of Nursing Practice- Nurse Anesthesia (DNP-NA)- Description - at the lower section of the page? Nevertheless, should there be any Nursing programs listed under College of Health Professions or should they all be under McAuley School of Nursing?

Certificate in Nursing Education

--Under Program Contact Information, there is no name or department location. The http://healthprofessions.udmercy.edu/index.php link did not work. Are bullets necessary?

Nursing Education (post-BSN to DNP with Master's Exit)

--Under Description, the type in the tables butts up against the frame.

--Under Program Contact Information, there is no name or department location. The http://healthprofessions.udmercy.edu/index.php link did not work.

College of Liberal Arts & Education

The first paragraph in Introduction needs a bit of rewrite.

University of Detroit Mercy's College of Liberal Arts & Education remains steadfast in its 142-year-old mission to inspire and prepare students for many possible careers, lives rich in meaning with an understanding and appreciation of diversity of thought and culture, and hearts touched and impassioned by social justice.

Perhaps…

University of Detroit Mercy's College of Liberal Arts & Education remains steadfast in its 142-year-old mission to inspire and prepare students for **careers inspired through passion and success**, lives rich in meaning with an understanding and appreciation of diversity of thought and culture, and hearts touched and impassioned by social justice.

For the third paragraph, perhaps…

As part of a Catholic university, grounded in the Jesuit and Mercy traditions, our programs extend beyond academics. **They both encourage and incorporate applied learning experiences to serve those in need and inspire our students to develop lifelong friendships and strengthen our community.** Our small class sizes, student-faculty relationships and the academic rigor of our professional faculty, create a unique and effective learning environment within the City of Detroit. Several graduate programs are also offered completely online.

--Under Contact Information, the other graduate and undergraduate catalogs put this information at the very end.

--Under Academic Policies, are these unique for the College or repeats from the general Policies section of the catalog?

Addiction Studies (Graduate Certificate)
--Under Program Contact Information, the department website link did not work for me.

Computer and Information Systems (MS CIS)

--Under Program Contact Information, the department website link did not work for me.

Addiction Counseling (MA)

--Under Program Contact Information, the department website link did not work for me.

Clinical Mental Health Counseling (MA)

--Under Program Contact Information, the department website link did not work for me.

School Counseling (MA)

--Under Contact Information, link to website did not work for me.

Post-Graduate School Counselor Endorsement—Non-Degree Program—30 Credits

--Under Admission Requirements, the program seems to have a different name. See the first sentence, "**The School Counselor Endorsement Only Program** is designed specifically for individuals that possess a master's degree in education or a related field and a valid Michigan teaching certificate."

--Also, the first two sentences seem to duplicate information:

"The School Counselor Endorsement Only Program is designed specifically for individuals that **possess a master's degree in education or a related field and a valid Michigan teaching certificate**. Applicants must have **a master's degree in education or a related field and a valid Michigan teaching certificate**, and must also submit a one- to two-page letter of intent that outlines the applicant's personal career goals; …"

--Under Contact Information, link to website takes you to the same catalog page.

Post Graduate School Counselor License – Non-Degree Program – 18 credits

--Under Contact Information, link to website did not work for me.

Criminal Justice (MA)

--Under Contact Information, link to website did not work for me.

Economics (MAE)

--Under Degree Requirements, the link to economics electives goes to a blank Course Descriptions page.

--Under Contact Information, link to website did not work for me.

Curriculum and Instruction (MA)

--Under Contact Information, link to website did not work for me.

Educational Administration (MA)

--Under Contact Information, link to website did not work for me.

Special Education - Emotionally Impaired/Behaviorally Disordered (MA)

--Under Contact Information, link to website did not work for me.

Special Education – Learning Disabilities (MA)

--Under Contact Information, link to website did not work for me.

Special Education – Emotionally Impaired/Behaviorally Disordered (MA w/ Teacher Certification Concentration)

--Under Contact Information, link to website did not work for me.

Special Education – Learning Disabilities with Teacher Certification Concentration (MA)

--Under Contact Information, link to website did not work for me.

Special Education – Second Endorsement (Non-Degree Program)

--Under Contact Information, link to website did not work for me.

Intelligence Analysis (MSA)

--Under Contact Information, link to website did not work for me.

Clinical Psychology (PhD)

--Under Program Manual/Student Handbook, the linked PDF is a 2018-2019 document.

--Under Contact Information, link to website did not work for me.

Specialist in School Psychology (SSP)

--Under Handbook, the linked PDF is a 2017-2018 document.

--Under Admission Requirements, the link http://www.legislature.mi.gov/(hzka3q2cfmj4r0vc4mdmp055)/documents/mcl/pdf/mcl-380-1535a.pdf) did not work for me.

Religious Studies (MA)

--Under Degree Requirements, some of the course options do not have active links.

--Under Program Contact Information, Program Website link goes to the Islamic Studies program.

Security Administration (MS)

--Under Program Contact Information, link to Department Website did not work for me.

School of Architecture

--Under Laptop Computer Requirement, there is a reference to digital media studies. Is this still an active program?

--Under Contact Information, are bullets necessary? Link to website did not work.

--Spacing between sections is inconsistent overall. Spacing between lines in some tables is tighter than other tables.

School of Dentistry

--The document link on the main page, Academic Policies Handbook, is for 2018-2019.

--Under Required Prerequisite Courses, should the courses have active links as in the rest of the catalog?

--Under Required Professional Dental Hygiene Program Courses, should the courses have active links as in the rest of the catalog?

--Under Required Degree Completion Courses, should the courses have active links as in the rest of the catalog?

--Under Contact Information, are bullets necessary? Link to website did not work for me.

School of Law

--Under Degrees, they only list J.D., not J.D./MBA or joint degree with Windsor. The joint programs are briefly referenced in Introduction, but no direct degree information or requirements.

--Under Admission Requirements, the link http://www.law.udmercy.edu did not work for me.

--Under Student Handbook, the document linked to is from 2017.

--Under Contact Information, are bullets necessary? Link to website did not work for me.

Special Academic Programs

--I reworked the first sentence as shown in the bold type.

This section lists a number of programs and services that are available and may be of interest or use to graduate, professional and transfer students in any **Detroit Mercy school or** college.

--Under Languages, the link to High School Dual Enrollment Program did not work for me.

--Under Study Abroad Programs, the link to Study Abroad Program did not work for me.

Academic Policies & Procedures

--Under Classification of Students, the Schedule of Classes link did not work for me.

--Under Withdrawal, the Forms link did not work for me.

--Under Grade Reports, the tc.udmercy.edu link went to a blank page. In small lettering it said, "content render".

--Under Transcripts, please fix the highlighted sentence in the first paragraph:

A student's academic record is sealed when his or her degree is posted. With the exception of errors, omissions, or documented discrepancies, changes to a student's major, minor, concentration, or academic honors, or the removal and/or change of incompletes, grades, or other components of the academic record are not permitted.**e permanent, official record of a student's academic performance and progress is maintained by the Office of the Registrar.**

--The tc.udmercy.edu link went to a blank page. In small lettering it said, "content render".

--Under Registering for Classes/Calendar/Credit Hour Definition,

Should:

University of Detroit Mercy subscribes to these regulations that define a credit hour as an amount of work represented in intended learning outcomes and verified by evidence of student achievement that as an institutionally-established equivalency that **reasonable** approximates not less than:

Be changed to:

University of Detroit Mercy subscribes to these regulations that define a credit hour as an amount of work represented in intended learning outcomes and verified by evidence of student achievement that as an institutionally-established equivalency that **reasonably** approximates not less than:

--Under Changes in Registration, the Schedule of Classes link did not work for me.

Admission to the University

--Under Admission Statuses/Readmission, the link "online on the forms page" did not work for me.

--Under Admission of International Students, none of the links worked for me EXCEPT International Admissions website and English proficiency test

Cost of Attendance

--Under American Language and Culture Program, cost references 2018-2019.

--Under Tuition Refund Policy/General Information, at the end of the first paragraph, should the sentence… "Once online closing for the semester after the add/drop period then any changes in registration are done a paper Change in Registration form with appropriate signatures."

Be changed to:

Once online **registration closes for the semester after the add/drop period,** then any changes in registration are done **on** a paper Change in Registration form with appropriate signatures.

Scholarships and Financial Aid

--Under Financial Aid, there are references to 2018-2019 rates in the following sentence (first paragraph).

The interest rate changes annually, for loans disbursed between July 1, 2018 and June 30, 2019 the interest will be fixed at 6.60%, with repayment terms of 10 to 25 years.

Also, should this sentence be rewritten as:

The interest rate changes annually for loans disbursed between July 1, 2018 and June 30, 2019, the interest will be fixed at 6.60%, with repayment terms of 10 to 25 years.

--The second paragraph also has outdated references:

The interest rate changes annually, for loans disbursed between July 1, 2018 and June 30, 2019 the interest will be fixed at 7.60%, with repayment terms of 10 to 25 years Students may qualify to defer their loan payments while they attend school on at least a half-time basis.

--Also, should this sentence be rewritten as:

The interest rate changes annually. For loans disbursed between July 1, 2018 and June 30, 2019, the interest will be fixed at 7.60%, with repayment terms of 10 to 25 years.

Students may qualify to defer their loan payments while they attend school on at least a half-time basis.

--The link "financial aid web page" did not work for me.

--In the last paragraph, www.fafsa.gov needs an active link.

Campus Life and Services

--Under Campus Activities and Events, the following could use a slight rework, as it sounds a bit negative.

The colleges, student organizations and Student Life Office sponsor a wide range of activities and events throughout the academic year. Such events include major presentations by speakers and panels of co-curricular interest, **as well as programming related to and dealing with the problems of life and society**. Social events range from informal gatherings and receptions to dances and formal occasions. The city offers additional opportunities for students to take advantage of the cultural and entertainment possibilities available only in a major metropolitan area.

Perhaps, instead say:

The colleges, student organizations and Student Life Office sponsor a wide range of activities and events throughout the academic year. Such events include major presentations by speakers and panels of co-curricular interest, **as well as programming related to current issues in life and society**. Social events range from informal gatherings and receptions to dances and formal occasions. The city offers additional opportunities for students to take advantage of the cultural and entertainment possibilities available only in a major metropolitan area.

--Under Residence Life, should the sentence "There are six residence halls **on the campus."** Change to "There are six residence halls **on the McNichols Campus**.

--Under Wellness Center Health and Counseling Services, I changed this reference "Center for Disease Control" to Centers for Disease Control and Prevention."

--I changed this bullet from:

"Health and medical clearance for School of Health Professions, School of Nursing and Dental School" to

"Health and medical clearance for the College of Health Professions and McAuley School of Nursing and the School of Dentistry"

--Under Parking, the sentence below needs clarification. Not sure what "either campus" is referring to. Should it say, valid for all campuses or valid for the McNichols Campus?

Plenty of lighted and convenient parking is available to students on all campuses. Parking permits, **valid for either campus**, are issued as part of the student registration process.

--Under Student Success Center, are there more services available to graduate students than Disability Support Services? If not, perhaps the heading should say Disability Support Services and the copy below should say that it's available through the Student Success Center.

--Under Information Technology Services, the link at the end did not work for me.

--Under Libraries/Instructional Design Studio, the Re:Search portal site and lawschool.udmercy.edu links did not work for me.

Center for Career and Professional Development

--Under Experiential Education/CCPD Coordinated Experiential Education, the link to College of Business Administration did not work for me. The CBA link under International Students & Experiential Education did not work for me either.

University Ministry

--The link to Celebrate Spirit did not work for me. The link, See the University Ministry website, did not work for me.