

Undergraduate Curriculum Council
April 13, 2018
Library 6th Floor Conference Room 603

Voting Members Present: Kim Pittcock, Matthew Hill, Lacy Overley (proxy for Wayne Wilkinson), Brandon Kemp (proxy for Jason Stewart), Shelley Gipson, Warren Johnson, Gabriel Tait, Deanna Barymon, Gil Fowler

Non-Voting Members Present: Allyson Myers, Nikesha Nesbitt, Mary Elizabeth Spence (proxy for Summer DeProw), Star Holloway, Karen Wheeler

Members Absent: Kyle Fouts

Meeting called to order

1. Approval of March 9 Minutes [Pass]
2. Course Proposals
 - a. Subcommittee 1 – Lead by Warren Johnson
 - i. 2018U_AET13_BC_Agribusiness-Mktg-Mgmt-emphasis
 1. Motion to approve: Warren Johnson. Second: Gabriel Tait. Pass
 - ii. 2018U_AET14_NC_ANSC-4653
 1. Motion to approve: Warren Johnson. Second: Gabriel Tait. Pass
 - iii. 2018U_AET15_NC_PSSC-4923-Agroeco-Systems
 1. Motion to approve: Warren Johnson. Second: Shelley Gipson. Pass
 - iv. 2018U_AET16_NC_PSSC-4943-Adv-Agro-Production
 1. Motion to approve: Warren Johnson. Second: Shelley Gipson. Pass
 - v. 2018U_AET17_LON5_BAS-deletion
 1. Motion to approve: Warren Johnson. Second: Gabriel Tait. Approved.
 - vi. 2018U_AET18_BC_BSCE-degree-plan-categorization
 1. Motion to approve: Warren Johnson. Second: Shelley Gipson. Pass
 - vii. 2018U_AET19_BC_EE3383-prereq-to-corequisite
 1. Motion to approve: Warren Johnson. Second: Shelley Gipson. Pass

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- viii. 2018U_AET20_BC_EE-Degree-Plan
 - 1. Motion to approve: Warren Johnson. Second: Kim Pittcock. Pass
- ix. 2018U_AET21_BC_EE-Prereqs
 - 1. Motion to approve: Warren Johnson. Second: Shelley Gipson. Pass
- x. 2018U_AET22_BC_EE-Schedule
 - 1. Motion to approve: Warren Johnson. Second: Gabriel Tait. Pass
- xi. 2018U_BU02_CR_FIN-4783-bank-mgmt-internship
 - 1. Recommendation was made to regularize internship titles between programs within college.
 - 2. Motion to approve: Warren Johnson. Second: Nikesha Nesbit. Pass
- xii. 2018U_BU03_CR_ECON-3703-econ-internship
 - 1. Motion to approve: Warren Johnson. Second: Gabriel Tait. Pass
- xiii. 2018U_BU04_BC_Cross-List-GSCM-MKTG-Courses-REVISION3
 - 1. Discussion: the MKTG courses do not exist. There's no need to resurrect the dead courses.
 - 2. Motion to table: David Gilmore. Second: Deanna Barymon. Tabled.
- xiv. 2018U_BU05_BC_Mktg-Mgmt-Emphasis-to-Mktg-Major
2018U_BU05b_LON1-Mktg-Mgmt-Emphasis-to-Mktg-Major
 - 1. Motion to approve: Warren Johnson. Second: Deanna Barymon. Approved.
- xv. 2018U_BU06_BC_IB-4283
 - 1. Motion to approve: Warren Johnson. Second: Deanna Barymon. Pass
- xvi. 2018U_BU07_CR_IB-3013-Global-Leadership
 - 1. Motion to approve: Warren Johnson. Second: Kim Pittcock. Pass
- xvii. 2018U_BU08_NC_BUSN-1012

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1. Motion to approve: Warren Johnson. Second: Shelley Gipson.
Pass
- xviii. 2018U_UC01_LON11_BAS-Org-Supervision-v3
2018U_UC01a_LON11_BAS-Org-Supervision-v3
2018U_UC01b_LON11_BAS-Org-Supervision-v3
2018U_UC01c_LON11_BAS-Org-Supervision-v3
2018U_UC01d_LON11_BAS-Org-Supervision-v3
1. Motion to approve: Warren Johnson. Second: Kim Pittcock.
Approved.
- xix. 2018U_UC02_BC_AGS-change
1. Discussion: Proposal needs GEC approval. It creates an imbalance between social sciences and humanities on the degree plan. Suggested making it the student's choice between 3-6 credit hours of Arts & Humanities and 6-9 credit hours of Social Sciences.
 2. Motion to approve contingent upon General Education Committee approval: Gabriel Tait. Second: Warren Johnson. Pass contingent upon GEC decision.
- b. Subcommittee 2 – Lead by Jason Stewart/Kim Pittcock
- i. 2018U_LAC23_BC_AD-4003-REVISION1
 1. Motion to approve: Kim Pittcock. Second: David Gilmore. Pass
 - ii. 2018U_LAC29_LON11_BS-Strategic-Communication-reconfiguration-REVISION1
 1. Motion to approve: Kim Pittcock. Second: Shelley Gipson.
Approved.
 - iii. 2018U_NHP13_NC_Adv-CVI
 1. Pulled from consideration by Department.
 - iv. 2018U_LAC24_NC_PRAD-2143
2018U_LAC25_NC_PRAD-3043
2018U_LAC26_CR_PRAD-3143
2018U_LAC27_NC_PRAD-4073

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2018U_LAC28_NC_PRAD-4773

2018U_LAC41_BC_BA-Sociology-change

2018U_LAC42_BC_CRIM-SOC-description-changes

2018U_LAC43_CD_GEOG-SOC-deletions

2018U_NHP11_BC_NRS-4542-Health-Care-Administration

2018U_NHP12_CR_RS-4464-to-RS-4483-REVISION2

2018U_NHP14_BC-SW-3303-SW-3333-admission-to-BSW

2018U_NHP15_BC_Statistics

2018U_SM01_CD_BIO-4303-Forensic-Entomology

2018U_SM02_BC-Previous-deleted-courses

2018U_SM03_BC_Clarifying-Electives-Biology-degrees-REVISION2

2018U_SM04_CD_PHYS-3272-3282

2018U_SM05_BC_Physics-Replace-degree-requirement

1. LAC24-28, LAC41-43, NHP11-12, NHP14-15, SM01-05 all considered together.
2. Motion to table: David Gilmore. Second: Shelley Gipson. Tabled until special meeting on May 1st.

c. Subcommittee 3 – Lead by Deanna Barymon

i. 2018U_EBS02_LON8_Neuropsychological-Testing

1. Committee revised the course description for clarity.
2. Motion to approve with revisions: Deanna Barymon. Second: Warren Johnson. Approved.

ii. 2018U_EBS03_NC_Intro-to-SUD-REVISION1

1. Motion to approve: Deanna Barymon. Second: Warren Johnson. Pass

iii. 2018U_EBS04_NC_COUN-3023-Foundations-of-Counseling-REVISION2

1. Motion to approve: Deanna Barymon. Second: Gabriel Tait. Pass

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- iv. 2018U_EBS05_NC_COUN-3203-Interpersonal-Communications-Skills-REVISION2
 - 1. Specificity in the title and course description was requested for clarity.
 - 2. Motion to approve with revisions to title and course description: Deanna Barymon. Second: Shelley Gipson. Pass
- v. 2018U_EBS06_NC_COUN-4183-Grief-Loss-and-Self-Care-for-Helping-Professionals-REVISION2
 - 1. Motion to approve: Deanna Barymon. Second: Shelley Gipson. Pass
- vi. 2018U_EBS07_NC_COUN-3123-group-process-in-helping-relationships-REVISION1
 - 1. Motion to approve: Deanna Barymon. Second: Shelley Gipson. Pass
- vii. 2018U_EBS08_NC_COUN-3033-intro-to-diversity-and-cultural-awareness-REVISION1
 - 1. Specificity in the title and course description was requested for clarity.
 - 2. Motion to approve with revisions to title and course description: Deanna Barymon. Second: Shelley Gipson. Pass
- viii. 2018U_LAC30_BC_GRFX-2103
 - 1. Motion to approve: Deanna Barymon. Second: Nikesha Nesbitt. Pass
- ix. 2018U_LAC31_BC_ART-1013
 - 1. The variable title is not needed. The proposal was made because Assessment needed the ability to see which ART 1013 course sections were specifically FYE. It was recommended that the department work with ARR to resolve issues. A suggestion was made for section 01 to always be the FYE section.
 - 2. Proposal was pulled by Shelley Gipson. No vote required.
- x. 2018U_LAC32_CR_ART-3330
 - 1. Motion to approve: Deanna Barymon. Second: David Gilmore. Pass

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xi. 2018U_LAC33_CR_ART-3433

1. Motion to approve: Deanna Barymon. Second: Kim Pittcock.
Pass

xii. 2018U_LAC34_BC_Art-Education-changes

1. Needs COPE review and approval.
2. Motion to approve contingent upon COPE approval: David Gilmore. Second: Deanna Barymon. Pass contingent upon COPE approval.

xiii. 2018U_LAC35_CR_ARTH-4573

1. Motion to approve: Deanna Barymon. Second: David Gilmore.
Pass

xiv. 2018U_LAC36_BC_ARTH-prereq-change

1. Motion to approve: Deanna Barymon. Second: Nikesha Nesbitt.
Pass

xv. 2018U_LAC37_LON11_BA-Art-Therapy

1. Motion to approve: Deanna Barymon. Second: Kim Pittcock.
Approved.

xvi. 2018U_LAC38_BC_BA-CRIM-change

1. Motion to approve: Deanna Barymon. Second: Shelley Gipson.
Pass

xvii. 2018U_LAC39_BC_BA-CRIM-SOC-program-changes

1. Motion to approve: Deanna Barymon. Second: Shelley Gipson.
Pass

xviii. 2018U_LAC40_BC_BA-SOC-Gen-Ed-change

1. Motion to approve: Deanna Barymon. Second: Gabriel Tait. Pass

xix. 2018U_MS01_CR_MSL-2103

1. Motion to approve: Deanna Barymon. Second: Gabriel Tait. Pass

3. Member Items

- a. Committee briefly discussed the confusion created by the different forms, i.e. course revision versus bulletin change.

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4. Committee will meet May 1st to consider the proposals that were tabled: BU04, LAC24-28, LAC41-43, NHP11-12, NHP14-15, SM01-05

Meeting adjourned at 4:33 pm.

Subcommittee Memberships

Subcommittees		
Subcommittee1	Subcommittee2	Subcommittee3
Gabriel Tait Shelley Gipson Warren Johnson Rebecca Oliver	Kim Pittcock Jason Stewart Wayne Wilkinson Nikeshia Nesbitt	David Gilmore Deanna Barymon Matthew Hill Kyle Fouts Star Holloway
Can review:		
AET, BU, EBS, NHP, SM, US	BU, LAC, MS, NHP, SM	AET, EBS, LAC, MS, US

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

	ENTER DATE
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Department Curriculum Committee Chair

Donald Kennedy 3/29/2018

Department Chair:

J Kim Pittcock 3/29/2018

College Curriculum Committee Chair

Timothy Burcham 3/29/2018

College Dean

	ENTER DATE
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General Education Committee Chair (If applicable)

	ENTER DATE
--	------------

COPE Chair (if applicable)

	ENTER DATE
--	------------

Head of Unit (If applicable)

	ENTER DATE
--	------------

Undergraduate Curriculum Council Chair

	ENTER DATE
--	------------

Graduate Curriculum Committee Chair

	ENTER DATE
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Vice Chancellor for Academic Affairs

1.Contact Person (Name, Email Address, Phone Number)

Dr. Donald Kennedy
dkennedy@astate.edu
 870-972-3704

2.Proposed Change

Adding an **OR** option for the Bachelors of Science in Agriculture and Agribusiness, Marketing and Management emphasis. New Bulletin will read, AGECE 4053, Agricultural Finance OR FIN 3713, and Business Finance.

3.Effective Date

7/1/2018

4.Justification – Please provide details as to why this change is necessary.

To allow students the flexibility to take either AGECE 4053, Agricultural Finance or FIN 3713, Business Finance.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

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Major in Agricultural Business

Bachelor of Science in Agriculture

Emphasis in Agricultural Marketing and Management

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42)	
First Year Making Connections Course:	Sem. Hrs.
AGRI 1213, Making Connections in Agriculture	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 85)	35
Students with this major must take the following: MATH 1023, College Algebra or MATH course that requires MATH 1023 as a prerequisite CHEM 1013 AND 1011, General Chemistry I and Laboratory OR CHEM 1043 AND CHEM 1041, Fundamental Concepts of Chemistry and Laboratory ECON 2313, Principles of Macroeconomics COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
Agriculture Core Courses:	Sem. Hrs.
(See Beginning of Agriculture Section)	18
Major Requirements:	Sem. Hrs.

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

ACCT 2033, Introduction to Financial Accounting	3
ACCT 2133, Introduction to Managerial Accounting	3
AGEC 3053, Commodity Futures Markets	3
AGEC 4033, Agricultural Law OR LAW 2023, Legal Environment of Business	3
AGEC 4053, Agricultural Finance or FIN 3713, Business Finance	3
AGEC 4073, Agricultural Business Management	3
AGEC 4083, Agricultural Policy and Current Issues	3
CIT 1503, Microcomputer Applications OR CS 1013, Introduction to Computers	3
ECON 2323, Principles of Microeconomics	3
MGMT 3153, Organizational Behavior OR MGMT 3123 Principles of Management	3
MKTG 3013, Marketing	3
Sub-total	33
Emphasis Area (Agricultural Marketing and Management): Student may select from one of the career specialty areas or consult an advisor and design a program to meet the student's particular career goals.	Sem. Hrs.
AGEC 3003, Agricultural Marketing	3
AGEC 3013, Agricultural Records	3
AGEC 3063, Agricultural Sales and Services	3
AGEC 4013, Farm Appraisal	3
AGEC 4023, International Commodity Marketing	3
AGEC 4043, Land Economics	3
Sub-total	18
Electives:	Sem. Hrs.
Electives	13
Total Required Hours:	120

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Agriculture Program Minors

Minor in Agricultural Business

Required Courses:	Sem. Hrs.
AGEC 1003, Introduction to Agricultural Business	3
AGEC 3003, Agricultural Marketing	3
AGEC 3013, Agricultural Records	3
AGEC 4033, Agricultural Law	3
AGEC 4053, Agricultural Finance or FIN 3713, Business Finance	3
AGEC 4073, Agricultural Business Management	3
Total Required Hours:	18

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Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

From the 2018-2019 Bulletin Proof, Page 107

**Major in Agricultural Business
Bachelor of Science in Agriculture**

A complete 8-semester degree plan is available at <https://www.astate.edu/info/academics/degrees/>

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41)	
First Year Making Connections Course:	Sem. Hrs.
AGRI 1213, Making Connections in Agriculture	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: MATH 1023, College Algebra or MATH course that requires MATH 1023 as a prerequisite CHEM 1013 AND 1011, General Chemistry I and Laboratory OR CHEM 1043 AND CHEM 1041, Fundamental Concepts of Chemistry and Laboratory ECON 2313, Principles of Macroeconomics COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
Agriculture Core Courses:	Sem. Hrs.
(See Beginning of Agriculture Section)	18
Major Requirements:	Sem. Hrs.
ACCT 2033, Introduction to Financial Accounting	3
ACCT 2133, Introduction to Managerial Accounting	3
AGEC 3053, Commodity Futures Markets	3
AGEC 4033, Agricultural Law OR LAW 2023, Legal Environment of Business	3
AGEC 4053, Agricultural Finance Or FIN 3713, Business Finance	3
AGEC 4073, Agricultural Business Management	3
AGEC 4083, Agricultural Policy and Current Issues	3
CIT 1503, Microcomputer Applications OR CS 1013, Introduction to Computers	3
ECON 2323, Principles of Microeconomics	3
MGMT 3123 Principles of Management OR MGMT 3153, Organizational Behavior	3
MKTG 3013, Marketing	3
Sub-total	33
Program Electives:	Sem. Hrs.
Students who do not select an emphasis area must work with an advisor to design a program to meet their educational and career goals.	
Choose 18 hours from the following approved Prefixes: AGEC, ACCT, AD, AGECE, AGED, AGRI, AGST, ANSC, BCOM, CIT, CMAC, COMS, ECON, ENG, FIN, HORT, IB, LAW, MATH, MGMT, MKTG, POSC, PR, PRAD, PSSC, REI, RET, SCOM, STAT, and TECH	18
Sub-total	18
Electives:	Sem. Hrs.
Electives	13
Total Required Hours:	120

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

New Course Proposal Form

Undergraduate Curriculum Council

Graduate Council

New Course or Experimental Course (1-time offering) (Check one box)

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

	ENTER DATE...
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Department Curriculum Committee Chair

Donald Kennedy 3/29/2018

Department Chair:

	ENTER DATE...
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COPE Chair (if applicable)

	ENTER DATE...
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Head of Unit (If applicable)

J Kim Pittcock 3/29/2018

College Curriculum Committee Chair

	ENTER DATE...
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Undergraduate Curriculum Council Chair

Timothy Burcham 3/29/2018

College Dean

	ENTER DATE...
--	---------------

Graduate Curriculum Committee Chair

	ENTER DATE
--	------------

General Education Committee Chair (If applicable)

	ENTER DATE...
--	---------------

Vice Chancellor for Academic Affairs

1. Contact Person (Name, Email Address, Phone Number)
William J. McGuire, wmcguire@astate.edu, (870)972-2686

2. Proposed Starting Term and Bulletin Year
Spring 2019

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9.*)
ANSC 4653

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Equine Reproduction and Management, short title Equine Repro and Mgmt.

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

Concepts and practices in equine reproduction, including male and female reproductive anatomy, estrous cycles, sperm production, gestation, parturition, and breeding systems.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. **Yes** Are there any prerequisites?
 - a. If yes, which ones?
ANSC 1613
 - b. Why or why not?
Insures basic understanding of animal husbandry
- b. **No** Is this course restricted to a specific major?
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

Spring

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Lecture and Lab

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

Standard letter grade

10. **Yes** Is this course dual listed (undergraduate/graduate)?

11. **No** Is this course cross listed?

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. **No** Is this course in support of a new program?

a. If yes, what program?

13. **No** Does this course replace a course being deleted?

a. If yes, what course?

14. **No** Will this course be equivalent to a deleted course?

a. If yes, which course?

15. **Yes** Has it been confirmed that this course number is available for use?

If no: Contact Registrar's Office for assistance.

16. **No** Does this course affect another program?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Equine Reproduction and Management

Course Outline

Week One:

Equine Reproduction: Terms and Facts
Anatomy and Physiology of the Stallion

Week Two and Three:

Reproductive Anatomy and Physiology of the Mare

Week Four and Five:

Manipulation of Estrus in the Mare

Week Six:

Broodmare Management

Week Seven:

Estrus Detection and Teasing

Week Eight and Nine:

Breeding systems: Live cover, AI, and Safety

Week Ten:

Pregnancy Diagnosis and Management of the Pregnant Mare

Week Eleven:

Fetal Development, Abortion, Induced Parturition and Dystocia in the Mare

Week Twelve:

Neonatal Management and Common Neonatal Diseases
Orphan Foal Management
Foal Management During the First Six Months

Week Thirteen:

Weaning and Weanling Management

Week Fourteen:

Breeding Records and Reports

18. Special features (e.g. labs, exhibits, site visitations, etc.)

Labs

19. Department staffing and classroom/lab resources

a. Will this require additional faculty, supplies, etc.?

No

20. **No** Does this course require course fees?

If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Students will gain knowledge of the equine estrous cycle, breeding, gestation, and parturition. They will learn how to safely live cover breed mares, collect stallions for artificial insemination, and artificially inseminate a mare. These skills and knowledge will assist the student in finding employment in the equine industry.

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

It will help to prepare young men and women for entry and career advancement in the food, fiber and natural resources industry. Many good jobs exist in the equine industry that require knowledge of reproduction, breeding, foal and yearling management. Students will conduct problem-solving research related to equine production, natural resource management, and marketing and advertising with private and other public sector entities. The course will provide educational opportunities and experiences for transfer of knowledge in classrooms and adult continuing education, all within environmentally sound and sustainable systems.

c. Student population served.

Equine emphasis students, animal science students, and the general student population.

d. Rationale for the level of the course (lower, upper, or graduate).

A more in depth understanding of physiology and endocrinology is required for successful completion of this course than could be expected of lower grade level students.

Assessment

University Outcomes

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

- a. Global Awareness b. Thinking Critically c. Information Literacy

Relationship with Current Program-Level Assessment Process

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

Students will demonstrate knowledge of fundamental concepts in animal science.

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	Students will demonstrate knowledge of fundamental concepts in animal science.
Assessment Measure	Laboratory demonstration of skills
Assessment Timetable	Spring, every two years
Who is responsible for assessing and reporting on the results?	Equine Instructor

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	The students will understand equine reproduction and breeding systems
Which learning activities are responsible for this outcome?	Recording the mares' estrous cycles, breeding, and pregnancy determination.
Assessment Measure	Hands on laboratory demonstrations with rubric grading

(Repeat if needed for additional outcomes)

Bulletin Changes

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Please visit <https://youtu.be/yjdL2n4IZm4> for more detailed instructions.

Animal Science (ANSC)

ANSC 1522 Beginning English Equitation Introduction to English equitation and the care and management of riding horses. Fall.

ANSC 1602. Equitation Two hour laboratory course in the selection and care of tack, horsemanship, etiquette, grooming, and equitation. Fall, Spring.

ANSC 1612. Intermediate Western Equitation Refinement of experienced riders skill in the area of western riding. Includes retraining or conditioning older horses, and understanding equine behavior as it relates to riding and training. Four hours of lab per week. Prerequisite, ANSC 1602 or permission of instructor. Fall, Spring.

ANSC 1613. Introduction to Animal Science A study of animals that provide food, fiber, and companionship to mankind, including the history and scope of animal agriculture, products produced from animals, reproduction, breeding and genetics, nutrients and digestion, lactation, behavior, and an overview of production systems. Fall, Spring.

ANSC 1621. Introduction to Animal Science Laboratory Students will gain hands on work experience with managing livestock. Fall, Spring.420

The bulletin can be accessed at <http://www.astate.edu/a/registrar/students/>

ANSC 1622. Intermediate Huntseat Equitation and Jumping Refinement of the experienced riders skills in the area of huntseat riding and jumping. Includes flat work and jumping exercises to build skills and condition the horses and riders for jumping. Four hours of lab per week. Prerequisite, ANSC 1602 or permission of instructor. Fall, Spring.

ANSC 2012. Stock Horse Equitation Hands-on study of the basic maneuvers involved in training and showing the versatile Stock Horse. Prerequisites, ANSC 1602 or ANSC 1612. Spring.

ANSC 2623. Equine Health and Management Course covers aspects of equine health, diseases, soundness, first aid, preventative maintenance, and management of horses in domestic situations. Three hours of lecture per week. Fall.

ANSC 3003. Companion Animal Nutrition Fundamental concepts of nutrition applied to companion animals including dogs, cats, and other common pets. Prerequisite, ANSC 1613 or BIO 2013. Summer, even.

ANSC 3013. Advanced Western Equitation Advanced techniques and principles of horsemanship associated with Western riding. Daily riding to implement techniques and develop skills in a logical progression for both the rider's ability and the horse's training. Prerequisites, ANSC 1612 or ANSC 2012, and permission of instructor. Summer.

ANSC 3203. Companion Animal Care and Management Science and practice of raising and keeping small animals as pets or companion animals. Topics related to nutrition and feeding, training, reproduction, breeding, grooming, housing and equipment, preventative medicine, and common diseases will be covered. Prerequisites, ANSC 1613 or BIOL 1003 or BIO 2013. Fall, even.

ANSC 3613. Nutritional Management of Animals Principles of animal nutrition, composition of feedstuffs, diet formulation, and nutritional management of cattle, horses, sheep, swine, poultry, dogs and cats. Two hours lecture, two hours laboratory per week. Prerequisite, ANSC 1613. Fall.

ANSC 3633. Veterinary Anatomy and Physiology Structure and function of the body in farm animals. Includes lectures on cardiac, renal, respiratory and muscle physiology, neurology, histology, bone development and endocrine control of the above systems. Prerequisite, ANSC 1613. Fall.

ANSC 3653. Meat Science and Processing Study of meat science and meat processing. Properties of fresh and processed meats. Instruction in the preservation of meat and meat products, including hands on experience in processed meat manufacturing, curing, and barbecuing. Fall.

ANSC 3663. Small Ruminant Production Methods of management in producing sheep and goats. Lecture two hours, laboratory two hours per week. Prerequisite, ANSC 1613. Spring, even.

ANSC 3703. Poultry Production Management of laying and brooding flocks, raising of replacements, study of all economic factors relating to efficient production and marketing. Lecture two hours, laboratory two hours per week. Spring.

ANSC 4613. Horse Production Selection, breeding, feeding, management, marketing of horses, and equitation. Lecture two hours, laboratory two hours per week. Prerequisite, ANSC 1613. Spring.

ANSC 4623. Beef Cattle Production Management practices of commercial and purebred herds. Lecture two hours, laboratory two hours per week

ANSC 4633. Diseases of Farm Animals Prevention, treatment, and control of common diseases, including problems of hygiene and sanitation. Prerequisite, ANSC 3633. Summer, even.

ANSC 4653. Equine Reproduction and Management *Concepts and practices in equine reproduction, including male and female reproductive anatomy, estrous cycles, sperm production, gestation, parturition, and breeding systems. Prerequisite, ANSC 1613. Spring.*

ANSC 4663. Principles of Breeding Basic application of genetic principles to the improvement of farm animals. Fall.

ANSC 4673. Digestive Physiology and Nutrition of Domestic Animals The role of nutrients and physiological and metabolic mechanisms involved in nutrient utilization by domestic animals. Emphasis on food producing animals, horses, dogs, cats, and catfish. Prerequisite, ANSC 1613, and CHEM 1013 or CHEM 1043. Spring.

New Course Proposal Form

Undergraduate Curriculum Council

Graduate Council

<input type="checkbox"/> New Course or <input checked="" type="checkbox"/> Experimental Course (1-time offering)	(Check one box)
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Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

	ENTER DATE...
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Department Curriculum Committee Chair

Donald Kennedy 2/23/2018

Department Chair:

	ENTER DATE...
--	---------------

COPE Chair (if applicable)

	ENTER DATE...
--	---------------

Head of Unit (If applicable)

J Kim Pittcock 2/23/2018

College Curriculum Committee Chair

	ENTER DATE...
--	---------------

Undergraduate Curriculum Council Chair

Timothy Burcham 2/23/2018

College Dean

	ENTER DATE...
--	---------------

Graduate Curriculum Committee Chair

	ENTER DATE
--	------------

General Education Committee Chair (If applicable)

	ENTER DATE...
--	---------------

Vice Chancellor for Academic Affairs

1. Contact Person (Name, Email Address, Phone Number)

Steven Green, sgreen@astate.edu, x-3463

2. Proposed Starting Term and Bulletin Year

Summer 2018

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9.*)

PSSC 4923

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Agroecological Systems

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

Field-based course to develop a deeper conceptual and analytical framework for understanding agricultural ecosystems of the region. Students will work in teams and visit numerous working farms and agricultural enterprises in their quest to understand agricultural system sustainability.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. **NO** Are there any prerequisites?
 - a. If yes, which ones?
 - b. Why or why not?
- b. **YES** Is this course restricted to a specific major?
 - a. If yes, which major? **Agricultural Business, Agricultural Studies, Animal Science, or Plant and Soil Science**

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

Summer

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Experiential learning

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate]) standard letter

10. **YES** Is this course dual listed (undergraduate/graduate)?

11. **NO** Is this course cross listed?

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. **NO** Is this course in support of a new program?

a. If yes, what program?

13. **NO** Does this course replace a course being deleted?

a. If yes, what course?

14. **NO** Will this course be equivalent to a deleted course?

a. If yes, which course?

15. Has it been confirmed that this course number is available for use?

If no: Contact Registrar's Office for assistance.

16. **NO** Does this course affect another program?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.) Summer term – students are on a one week long tour visiting various agricultural operations in the Mid-South. Term paper is due after the tour, prior to the end of term.

Unit	Topic of Discussion	Major Assignments
Unit 1	Methods of ecosystem analysis	Preliminary readings
Unit 2	Components of sustainable agriculture	
Unit 3	Row crop agroecosystems	Reflection paper
Unit 4	Animal agroecosystems	
Unit 5	Alternative farming systems	Oral presentation
Unit 6	Natural ecosystem vs agricultural ecosystem	
Unit 7	Ancillary agricultural enterprises	Written term paper

18. Special features (e.g. labs, exhibits, site visitations, etc.)

This course will include visits to numerous farms and agricultural enterprises in the region. This course will rely heavily on team projects, including the major writing assignment and the major presentation.

19. Department staffing and classroom/lab resources

- a. Will this require additional faculty, supplies, etc.?

No additional faculty; supplies covered under a USDA grant

20. **NO** Does this course require course fees?

If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

- a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

With a global population approaching 8 billion people and rising, the need to produce more food on existing agricultural land is imperative. Producing more food in a sustainable manner that does not induce more harm to the global environment is essential. Students need first hand, practical knowledge of agricultural practices that are being implemented by successful, ecologically minded farmers in order to support and encourage these progressive practices. This knowledge must be gained in the field as opposed to out of a book.

Upon completion of this course, students will have:

1. Defined and described the properties of agroecosystems.
2. Experienced an investigative framework for analyzing the origin, impact and sustainability of agricultural practices used on farms within the region.
3. Gained experience in defining, assessing and interpreting factors that contribute to greater sustainability of agroecosystems.
4. Reviewed and reflected on the basic ecological principles that build and shape agricultural systems.

5. Considered how worldview affects people's (their own and others) views of agroecosystems and of sustainability.
6. Interacted directly with farmers, agricultural scientists, business managers, faculty, and other students who share expertise and interest in agroecosystems and their sustainability.

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

This course specifically addresses program SLOs to 1) demonstrate both verbal and written communication skills and 2) develop advanced skills in critical thinking and analysis applied to solve relevant problems.

c. Student population served.

This course serves upper level undergraduate students in the agricultural sciences.

d. Rationale for the level of the course (lower, upper, or graduate).

This is an upper level, undergraduate course. Students will need to synthesize information gained from their previous agriculture courses and other life experiences.

Assessment

<<None given for an experimental course>>

Relationship with Current Program-Level Assessment Process

22. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

23. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

For further assistance, please see the ‘Expanded Instructions’ document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans?

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

24. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	
Which learning activities are responsible for this outcome?	
Assessment Measure	What will be your assessment measure for this outcome?

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

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- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).
- Any new courses should be listed in blue bold italics using enlarged font (*blue bold italics using enlarged font*)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

New Course Proposal Form

Undergraduate Curriculum Council

Graduate Council

New Course or Experimental Course (1-time offering) (Check one box)

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

	ENTER DATE...
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Department Curriculum Committee Chair

Donald Kennedy 2/23/2018

Department Chair:

	ENTER DATE...
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COPE Chair (if applicable)

	ENTER DATE...
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Head of Unit (If applicable)

J. Kim Pittcock 2/23/2018

College Curriculum Committee Chair

	ENTER DATE...
--	---------------

Undergraduate Curriculum Council Chair

Timothy Burcham 2/23/2018

College Dean

	ENTER DATE...
--	---------------

Graduate Curriculum Committee Chair

	ENTER DATE
--	------------

General Education Committee Chair (If applicable)

	ENTER DATE...
--	---------------

Vice Chancellor for Academic Affairs

1. Contact Person (Name, Email Address, Phone Number)

J. Kim Pittcock kpittcoc@astate.edu 2847

2. Proposed Starting Term and Bulletin Year

Fall 2018

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9.*)

PSSC 4943

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Advanced Agronomic Production

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

In depth crop production focused on the four major regionally grown crops (rice, cotton, corn, and soybeans) and minor crops (wheat, milo).

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. **YES** Are there any prerequisites?
 - a. If yes, which ones?
PSSC 1301, PSSC 2813
 - b. Why or why not?
- b. **NO** Is this course restricted to a specific major?
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

Fall

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Lecture

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])
standard letter

10. **YES** Is this course dual listed (undergraduate/graduate)?

11. **NO** Is this course cross listed?

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. **NO** Is this course in support of a new program?

a. If yes, what program?

13. **NO** Does this course replace a course being deleted?

a. If yes, what course?

14. **NO** Will this course be equivalent to a deleted course?

a. If yes, which course?

15. **Yes** Has it been confirmed that this course number is available for use?

If no: Contact Registrar's Office for assistance.

16. **NO** Does this course affect another program?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

- Week 1 Rice Production (varieties, seed quality, crop calendars, land preparation)
- Week 2 Rice Production (planting, water management, soil fertility)
- Week 3 Rice Production (weed management, disease and pest management)
- Week 4 Rice Production (harvest, drying, storage, milling)
- Week 5 Corn Production (varieties, GMO, non-GMO, seed quality, land preparation)
- Week 6 Corn Production (soil fertility, weed mgmt., water mgmt., disease and pest mgmt., harvesting)
- Week 7 Corn Prod (continued) Cotton Production (varieties, GMO, non-GMO, seed quality, soil fertility)
- Week 8 Cotton Production (weed, mgmt., disease and pest management)
- Week 9 Cotton Production (harvest, ginning, fiber utilization)
- Week 10 Soybean Production (varieties – maturity groups, GMO, non-GMO, seed quality, land preparation)
- Week 11 Soybean Production (planting, water management, soil fertility, weed management)
- Week 12 Soybean Production (disease and pest management, harvest, storage)
- Week 13 Wheat Production (varieties, planting, soil fertility, disease and pest mgmt., harvest)
- Week 14 Milo Production (varieties, planting, soil fertility, disease and pest mgmt., harvest, drying)
- *4 Exams (after Rice production, corn and cotton, soybean, and minor crops)

18. Special features (e.g. labs, exhibits, site visitations, etc.)
Site visits to cotton gin, seed cleaning and milling facilities

19. Department staffing and classroom/lab resources
Current faculty and Extension specialist
a. Will this require additional faculty, supplies, etc.?
No

20. **NO** Does this course require course fees?
If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

This course will allow the students to gain in depth production of the major crops in the mid-South. Many of the student will obtain jobs that directly deal with these crops. A thorough understanding of all the production practices and issues involved from planting to harvest will aid them and the regional agronomic industry.

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

This course specifically addresses program SLOs to develop advanced skills in critical thinking and analysis applied to solve relevant problems.

c. Student population served.

This course serves upper level undergraduate students in the agricultural sciences.

d. Rationale for the level of the course (lower, upper, or graduate).

This is an upper level, undergraduate course. Students will need to synthesize information gained from their previous agriculture courses.

Assessment

<<None given for an experimental course>>

Relationship with Current Program-Level Assessment Process

22. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

23. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans?

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

24. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	
Which learning activities are responsible for this outcome?	
Assessment Measure	What will be your assessment measure for this outcome?

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

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- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Program, Minor, or Emphasis Deletion Proposal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

	ENTER DATE
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Department Curriculum Committee Chair

	ENTER DATE
--	------------

COPE Chair (if applicable)

Donald Kennedy 3/30/2018

Department Chair

	ENTER DATE
--	------------

Head of Unit (If applicable)

Kim Pittcock 3/30/2018

College Curriculum Committee Chair

	ENTER DATE
--	------------

Undergraduate Curriculum Council Chair

Timothy Burcham 3/30/2018

College Dean

	ENTER DATE
--	------------

Graduate Curriculum Committee Chair

	ENTER DATE
--	------------

General Education Committee Chair (If applicable)

	ENTER DATE
--	------------

Vice-Chancellor for Academic Affairs

1. Title of Program, Minor, or Emphasis

Bachelor of Applied Science

2. Contact Person (Name, Email Address, Phone Number)

Dr. Rajesh Sharma, rsharma@astate.edu, 870-972-2270

3. Last semester program/minor/emphasis will be offered

Fall 2022

Please clarify by selecting one of the following:

- a. Remove Bachelor of Applied Science from bulletin for Fall of 2018
- b. Other -

4. Student Population

- a. The Bachelor of Applied Science was initially created for what student population?

Students who have graduated with an Associate of Applied Science degree from a two-year college and who then want to move forward to earn a bachelor's degree in Applied Science in either technology or renewable energy.

- b. How will deletion of this Bachelor of Applied Science affect those students?

Currently there are 14 students in the online program and 6 in the face-to-face program. These students will be able to either complete their degree by 2022, or transfer into the new Bachelors of Applied Science in Organizational Supervision.

College, Departmental, or Program Changes

5. a. How will this affect the college, department, and/or program?

The new Bachelors of Applied Science in Organizational Supervision will use some of the existing course, but certain courses will be removed from the curriculum. However, the deleted courses are part of other degree programs and will not affect the various units. In addition, all of the new courses used in Bachelors of Applied Science in Organizational Supervision are already existing as part of other degree programs.

- b. **Yes** Does this program/minor/emphasis affect another department?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

The Dean and the Associate Dean of the College of Agricultural, Technology, and Engineering, which houses the Bachelors of Applied Science, as well as the program coordinator of the BAS program have approved the deletion of the program.

- c. Please provide a short justification for why this program/minor/emphasis is being deleted from program.

The creation of the BAS in Organizational Supervision provides students who have earned an AAS in a technical field to pursue a bachelor's degree that will help them move up in their career in a supervisory role. The old Bachelors in Applied Science had a narrow focus on technology and renewable energy.

6. **Yes** **Is there currently a program/minor/emphasis listed in the bulletin which is equivalent to this one?**

If yes, which program/minor/emphasis(s)?

The Bachelor of Applied Science currently has four emphases which all need to be removed as well. This includes Technology, Renewable Energy Technology, Management, and Entrepreneurship.

7. **No** **Will this current program/minor/emphasis be equivalent to a new program/minor/emphasis?**

If yes, what program/minor/emphasis?

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

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You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  Format Painter, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

Delete Pages 137-141 from Undergraduate Bulletin regarding the Bachelor of Applied Science and its Emphases.

Bachelor of Applied Science*

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

Students interested in pursuing a Bachelor of Applied Science degree must schedule a personal interview with a BAS advisor. During this interview, the advisor will outline in detail the requirements for the BAS program. The advisor and the student will analyze the appropriateness of the degree given the student's goals and career objectives, the degree's requirements and the student's academic progress to date.

The BAS program requires completion of the following program prerequisites:

1. Associate of Applied Science (AAS) or other recognized technical-professional associate degree from an accredited institution.
2. Minimum GPA of 2.00 on all transfer work.
3. Completion of the ASU admission application process with acceptance.
4. Completion of the State Minimum General Education Core.
5. Completion of a total of 120 hours of which 45 hours are upper-level (3000-4000)
6. Minimum GPA of 2.00 on all coursework at ASU and a 2.00 average on all coursework presented for graduation.

*The Bachelor of Applied Science degree program does not have a major.

General Education Requirements:

Sem. Hrs.

See General Education Curriculum for Baccalaureate degrees (p. 85)

35

Students with this major must take the following:

COMS 1203, Oral Communication (Required

Departmental Gen. Ed. Option)

Degree Requirements:

Sem. Hrs.

CIT 3013, Management Information Systems

3

COMS 4263, Organizational Communication

3

ENG 3043, Technical Writing

3

IDS 3013, Critical Thinking in the Profession

3

IDS 4013, Seminar in Professional Development

3

IDS 4023, Leadership in the Profession

3

MGMT 3153, Organizational Behavior **OR**

3

Psychology (PSY) elective **OR**

Sociology (SOC) elective

RET 3113, Fund. Applications of Renewable Energy

3

TECH 3773, Statistics

3

UC 480V, Special Problems in Leadership Development

3

Sub-total

30

AAS Career Block:

Sem. Hrs.

AAS Technical Professional Courses

40

(Students with less than 40 hours must complete additional coursework to meet the 120-hour degree requirement. (PLA credit may be applicable))

Focused Study:

Sem. Hrs.

In consultation with their advisor, students must select 15 hours of 3000-4000 level courses within one area of study.

15

Total Required Hours:

120

The bulletin can be accessed at <http://www.astate.edu/a/registrar/students/>

Bachelor of Applied Science*

Emphasis in Entrepreneurship

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

Students interested in pursuing a Bachelor of Applied Science degree must schedule a personal interview with a BAS advisor. During this interview, the advisor will outline in detail the requirements for the BAS program. The advisor and the student will analyze the appropriateness of the degree given the student's goals and career objectives, the degree's requirements and the student's academic progress to date.

The BAS program requires completion of the following program prerequisites:

1. Associate of Applied Science (AAS) or other recognized technical-professional associate degree from an accredited institution.
2. Minimum GPA of 2.00 on all transfer work.
3. Completion of the ASU admission application process with acceptance.
4. Completion of the State Minimum General Education Core.
5. Completion of a total of 120 hours of which 45 hours are upper-level (3000-4000)
6. Minimum GPA of 2.00 on all coursework at ASU and a 2.00 average on all coursework presented for graduation.

*The Bachelor of Applied Science with emphasis in Entrepreneurship degree program does not have a major.

General Education Requirements:

Sem. Hrs.

See General Education Curriculum for Baccalaureate degrees (p. 85)

35

Students with this major must take the following:

COMS 1203, Oral Communication (Required

Departmental Gen. Ed. Option)

Degree Requirements:

Sem. Hrs.

GIT 3013, Management Information Systems
 COMS 4263, Organizational Communication
 ENG 3043, Technical Writing
 IDS 3013, Critical Thinking in the Profession
 IDS 4013, Seminar in Professional Development
 IDS 4023, Leadership in the Profession
 MGMT 3153, Organizational Behavior
 RET 3113, Fund. Applications of Renewable Energy
 TECH 3773, Statistics
 UC 480V, Special Problems in Leadership Development

3
3
3
3
3
3
3
3
3
3
3

Sub-total

30

AAS Career Block:

Sem. Hrs.

AAS Technical/Professional Courses
 (Students with less than 40 hours must complete additional coursework to meet the 120 hours degree requirement. (PLA credit may be applicable))

40

Emphasis Area (Entrepreneurship):

Sem. Hrs.

GSCM 3163, Supply Chain Management
 MGMT 3183, Entrepreneurship
 MGMT 4163, Small Business Management
 MGMT 4183, Family Business Management
 MKTG 3013, Marketing

3
3
3
3
3

Sub-total

15

Total Required Hours:

120

Bachelor of Applied Science*

Emphasis in Management

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

Students interested in pursuing a Bachelor of Applied Science degree must schedule a personal interview with a BAS advisor. During this interview, the advisor will outline in detail the requirements for the BAS program. The advisor and the student will analyze the appropriateness of the degree given the student's goals and career objectives, the degree's requirements and the student's academic progress to date.

The BAS program requires completion of the following program prerequisites:

1. Associate of Applied Science (AAS) or other recognized technical-professional associate degree from an accredited institution.
2. Minimum GPA of 2.00 on all transfer work.
3. Completion of the ASU admission application process with acceptance.
4. Completion of the State Minimum General Education Core.
5. Completion of a total of 120 hours of which 45 hours are upper-level (3000-4000)
6. Minimum GPA of 2.00 on all coursework at ASU and a 2.00 average on all coursework presented for graduation.

*The Bachelor of Applied Science with emphasis in Management degree program does not have a major.

General Education Requirements:

Sem. Hrs.

See General Education Curriculum for Baccalaureate degrees (p. 85)

35

Students with this major must take the following:

COMS 1203, Oral Communication (Required

Departmental Gen. Ed. Option)

Degree Requirements:

Sem. Hrs.

GIT 3013, Management Information Systems
 COMS 4263, Organizational Communication
 ENG 3043, Technical Writing
 IDS 3013, Critical Thinking in the Profession
 IDS 4013, Seminar in Professional Development
 IDS 4023, Leadership in the Profession
 MGMT 3153, Organizational Behavior
 RET 3113, Fund. Applications of Renewable Energy
 TECH 3773, Statistics
 UC 480V, Special Problems in Leadership Development

3

3

3

3

3

3

3

3

3

3

Sub-total

30

AAS Career Block:

Sem. Hrs.

AAS Technical/Professional Courses
 (Students with less than 40 hours must complete additional coursework to meet the 120 hours degree requirement. (PLA credit may be applicable))

40

Emphasis Area (Management):

Sem. Hrs.

MGMT 3123, Principles of Management
 MGMT 3143, Human Resources Management
 MGMT 3613, Leadership
 MGMT 4143, Organizational Change and Development
 MGMT 4163, Small Business Management

3

3

3

3

3

Sub-total

15

Total Required Hours:

120

Bachelor of Applied Science*

Emphasis in Renewable Energy Technology

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

Students interested in pursuing a Bachelor of Applied Science degree must schedule a personal interview with a BAS advisor. During this interview, the advisor will outline in detail the requirements for the BAS program. The advisor and the student will analyze the appropriateness of the degree given the student's goals and career objectives, the degree's requirements and the student's academic progress to date.

The BAS program requires completion of the following program prerequisites:

1. Associate of Applied Science (AAS) or other recognized technical-professional associate degree from an accredited institution.
2. Minimum GPA of 2.00 on all transfer work.
3. Completion of the ASU admission application process with acceptance.
4. Completion of the State Minimum General Education Core.
5. Completion of a total of 120 hours of which 45 hours are upper-level (3000-4000)
6. Minimum GPA of 2.00 on all coursework at ASU and a 2.00 average on all coursework presented for graduation.

*The Bachelor of Applied Science with emphasis in Renewable Energy Technology degree program does not have a major.

General Education Requirements:

Sem. Hrs.

See General Education Curriculum for Baccalaureate degrees (p. 85)

35

Students with this major must take the following:

COMS 1203, Oral Communication (Required

Departmental Gen. Ed. Option)

Degree Requirements:

Sem. Hrs.

CIT 3013, Management Information Systems

3

COMS 4263, Organizational Communication

3

ENG 3043, Technical Writing

3

IDS 3013, Critical Thinking in the Profession

3

IDS 4013, Seminar in Professional Development

3

IDS 4023, Leadership in the Profession

3

MGMT 3153, Organizational Behavior **OR**

3

Psychology (PSY) elective **OR**

Sociology (SOC) elective

RET 3113, Fund. Applications of Renewable Energy

3

TECH 3773, Statistics

3

UC 480V, Special Problems in Leadership Development

3

Sub-total

30

AAS Career Block:

Sem. Hrs.

AAS Technical Professional Courses

40

(Students with less than 40 hours must complete additional coursework to meet the 120 hours degree requirement. (PLA credit may be applicable))

Emphasis Area (Renewable Energy Technology):

Sem. Hrs.

RET 4013, Process Technology for Agricultural Products

3

RET 4023, Advanced Bioenergy

3

RET 4113, Advanced Renewable Energy Systems

3

RET 4123, Energy Conservation and Efficiency

3

RET 4313, Wind Energy Technology

3

Sub-total

15

Total Required Hours:

120

140

Bachelor of Applied Science*

Emphasis in Technology

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

Students interested in pursuing a Bachelor of Applied Science degree must schedule a personal interview with a BAS advisor. During this interview, the advisor will outline in detail the requirements for the BAS program. The advisor and the student will analyze the appropriateness of the degree given the student's goals and career objectives, the degree's requirements and the student's academic progress to date.

The BAS program requires completion of the following program prerequisites:

1. Associate of Applied Science (AAS) or other recognized technical-professional associate degree from an accredited institution.
2. Minimum GPA of 2.00 on all transfer work.
3. Completion of the ASU admission application process with acceptance.
1. Completion of the State Minimum General Education Core.
3. Completion of a total of 120 hours of which 45 hours are upper-level (3000-4000)
3. Minimum GPA of 2.00 on all coursework at ASU and a 2.00 average on all coursework presented for graduation.

*The Bachelor of Applied Science with emphasis in Technology degree program does not have a major.

General Education Requirements:

Sem. Hrs.

See General Education Curriculum for Baccalaureate degrees (p. 85)

35

Students with this major must take the following:

COMS 1203, Oral Communication (Required

Departmental Gen. Ed. Option)

Degree Requirements:

Sem. Hrs.

CIT 3013, Management Information Systems

3

COMS 4263, Organizational Communication

3

ENG 3043, Technical Writing

3

IDS 3013, Critical Thinking in the Profession

3

IDS 4013, Seminar in Professional Development

3

IDS 4023, Leadership in the Profession

3

MGMT 3153, Organizational Behavior **OR**

3

Psychology (PSY) elective **OR**

Sociology (SOC) elective

RET 3113, Fund. Applications of Renewable Energy

3

TECH 3773, Statistics

3

UC 480V, Special Problems in Leadership Development

3

Sub-total

30

AAS Career Block:

Sem. Hrs.

AAS Technical-Professional Courses

40

(Students with less than 40 hours must complete additional coursework to meet the 120-hour degree requirement. (PLA credit may be applicable))

Emphasis Area (Technology):

Sem. Hrs.

TECH 3863, Industrial Safety

3

TECH 4813, Operations Systems Research

3

TECH 4823, Quality Assurance

3

TECH 4853, Lean 6-Sigma for Manufacturing

3

TECH 4883, Work-Center Management

3

Sub-total

15

Total Required Hours:

120

141

LETTER OF NOTIFICATION – 5

DELETION

(Certificate, Degree, Option/Emphasis/Concentration, Organizational Unit)

1. Institution submitting request: Arkansas State University
2. Contact person/title: Dr. Jill Simons, Associate Vice-Chancellor of Retention
3. Phone number/e-mail address: 870-972-3574, jsimons@astate.edu
4. Proposed effective date: Fall 2018
5. Title of certificate, degree program, option/emphasis/concentration, or organizational unit:

Bachelor of Applied Science

6. CIP Code: 30.9999
7. Degree Code: 5877
8. Reason for deletion:

The current Bachelors of Applied Science is too restrictive to meet the needs of the AAS graduates. This program will be replaced with a Bachelors of Applied Science in Organizational Supervision.

9. Number of students still enrolled in program:

14 online and 6 face to face

10. Expected graduation date of last student: Fall 2022

11. Name of courses that will be deleted as a result of this action:

No courses will be deleted as all are included in other programs.

12. How will students in the deleted program be accommodated?

Students will be taught-out and allowed to graduate through Fall 2022. No students will be admitted to this program starting Fall 2018.

13. Provide documentation of written notification to students currently enrolled in program.

Students will not be notified until after AHECB action.

14. Indicate the amount of program funds available for reallocation:

There will be no reallocation of funds due to the interdisciplinary/embedded nature of this program.

15. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic officer: _____

Date:

Name (printed):

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

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Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Jason Stewart	3/13/2018		ENTER DATE
Department Curriculum Committee Chair		COPE Chair (if applicable)	
Jason Stewart	3/13/2018		ENTER DATE
Department Chair:		Head of Unit (If applicable)	
Jason Stewart	3/13/2018		ENTER DATE
College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	
Dr. Brandon Kemp	3/13/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Jason Stewart, jstewart@astate.edu, 3226

2.Proposed Change

Move BIOL 1063 and Science Elective from "Major Requirements" to "Additional Support Courses" area in bulletin

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

Neither BIOL 1063 nor the science elective are engineering courses, so they better fit in the "Additional Support Courses" category than "Major Requirements".

Bulletin Changes

Instructions

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From page 124

Major in Civil Engineering

Bachelor of Science in Civil Engineering

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

See University General Requirements for Baccalaureate degrees (p. 42)

First Year Making Connections Course:

ENGR 1402, Concepts of Engineering (See

Sem. Hrs.

-

Engineering Core Courses)

General Education Requirements:

Sem. Hrs.

See General Education Curriculum for Engineering

38

Engineering Core Courses:

Sem. Hrs.

Refer to Engineering Core Courses

27

Major Requirements:

Sem. Hrs.

In addition to the University requirements for all Baccalaureate Degrees, a Bachelor of Science in Civil Engineering requires that one of the two following conditions be met:

1. "C" or better in each course in the ~~56~~**53** hour major courses; **OR**
2. 2.5 (or greater) grade point average in the ~~56~~**53** hour major courses listed below.

~~BIOL 1063, People and the Environment~~

~~3~~

CE 2202, Civil Engineering Presentations

2

CE 2223, Plane Surveying

3

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

CE 3213, Structural Analysis I	3
CE 3223, Civil Engineering Materials	3
CE 3233, Structural Analysis II OR	3
CE 4263, Water and Waste Treatment	3
CE 3253, Engineering Hydrology	3
CE 3263, Introduction to Environmental Engineering	3
CE 3273, Water and Waste Systems	3
CE 4203, Transportation Engineering I	3
CE 4223, Transportation Engineering II	3
CE 4233, Foundation Engineering	3
CE 4243, Reinforced Concrete Design	3
CE 4253, Soil Mechanics	3
CE 4251, Soil Mechanics Laboratory	1
CE 4283, Structural Steel Design	3
ENGR 2411, Mechanics of Materials Laboratory	1
ENGR 2413, Mechanics of Materials	3
ENGR 3423, Dynamics	3
ENGR 3471, Fluid Mechanics Laboratory	1
ENGR 3473, Fluid Mechanics	3
Science Elective:	4
CHEM 1023, General Chemistry II	
AND CHEM 1021, General	
Chemistry II Lab OR	
GEOL 1003, Environmental	
Geology AND GEOL 1001,	
Environmental Geology Lab OR	
PHYS 2044, University Physics II	
Sub-total	60-53
	Sem. Hrs.
Additional Support CourseS:	
MATH 4403, Differential Equations	3
BIOL 1063, People and the Environment	3
Science Elective:	
CHEM 1023, General Chemistry II AND CHEM 1021, General Chemistry II Lab OR	4
GEOL 1003, Environmental Geology AND GEOL 1001, Environmental Geology Lab OR	
PHYS 2044, University Physics II	
Sub-total	10
Total Required Hours:	128

Note: Prior degree plan changes from February 2018 UCC meeting will also need to be incorporated along with these changes, but the reorganization requested in this form doesn't otherwise impact previously approved degree plan substantive changes.

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

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Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shubha Kher	3/13/2018		ENTER DATE
Department Curriculum Committee Chair		COPE Chair (if applicable)	
Shubha Kher	3/13/2018		ENTER DATE
Department Chair:		Head of Unit (If applicable)	
Jason Stewart	3/13/2018		ENTER DATE
College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	
Dr. Brandon Kemp	3/13/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Alan Copelin, acopelin@astate.edu, 972-3304

2.Proposed Change

Change EE 3313 from prerequisite to corequisite for EE 3383.

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

Principles and Practices, EE3383, addresses electrical wiring issues, codes, and regulations in the second half of the semester. Electric Circuits II, EE3313, will have covered anything relevant to EE3383 curriculum by midterm of the semester. Consequently, co-requisite rather than prerequisite is sufficient and will ease scheduling for students (both are taught only in the spring).

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

Bulletin Changes

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

p. 428:

EE 3383. Principles and Practices in Electrical Engineering Principles of and good practices in electrical engineering, professional organizations, literature, intellectual property, licensure, ethics and regulations, vendors, products, specifications, procurement, communications and human relations, resource management, product

certification and manufacturability, and modern ~~and~~ tools and issues. **PreCo** requisite, ~~or better in~~ EE 3313. Spring.

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

Bulletin / Banner Change Transmittal Form

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Shubha Kher	3/30/2018		ENTER DATE
Department Chair:		Head of Unit (If applicable)	
Jason Stewart	3/30/2018		ENTER DATE
College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	
Brandon Kemp	3/30/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Brandon Kemp, bkemp@astate.edu, 870.972.2088

2.Proposed Change

- Bulletin Degree Plan (2017-18, pg. 126): Replace CHEM 1023 and 1021 General Chemistry II and Lab with PHYS 2044 University Physics II.
- Remove variable hours in degree plan
 - Change elective hours from “6-8” to “6”
 - Change subtotal from “60-62”
 - Change Total Required Hours from “128-130” to “128”

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

3. Effective Date

8/15/2018

4. Justification – *Please provide details as to why this change is necessary.*

- This change was made a few years ago. However, the bulletin does not reflect the change. Faculty and constituencies believe University Physics II, which covers electricity, magnetism, and electromagnetic waves, is a more relevant science class for electrical engineering students.
 - The BSEE program is a 128 hour program. Having 128-130 is simply wrong and confusing.
-

Bulletin Changes

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

2017-18 Undergraduate Bulletin (Pg. 127)

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

Major in Electrical Engineering

Bachelor of Science in Electrical Engineering

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42)	
First Year Making Connections Course:	Sem. Hrs.
ENGR 1402, Concepts of Engineering (See Engineering Core Courses)	-
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Engineering	38
Engineering Core Courses:	Sem. Hrs.
Refer to Engineering Core Courses	27
Major Requirements:	Sem. Hrs.
Electives denoted with an asterisk (*) may be selected from any courses within the designated elective group; subject to a program advisor's approval. They must make a rational contribution to the student's personal and professional education goals.	
In addition to the University requirements for all Baccalaureate Degrees, a Bachelor of Science in Electrical Engineering requires that one of the two following conditions be met:	
1. "C" or better in each course in the 56-58 hour major courses; OR	
2. 2.5 (or greater) grade point average in the 56-58 hour major courses listed below.	
CS 2114, Structured Programming	4
CHEM 1020, General Chemistry II AND CHEM 1021, General Chemistry II Lab	4
EE 2322, Electrical Workshop	2
EE 3313, Electric Circuits II	3
EE 3331, Digital Electronics I Lab	1
EE 3333, Digital Electronics I	3
EE 3343, Engineering Fields and Waves	3
EE 3353, Signals and Systems	3
EE 3363, Semiconductor Materials and Devices	3
EE 3383, Principles and Practices in Electrical Engineering	3
EE 3393, Probability and Random Signals	3
EE 3401, Electronics I Laboratory	1
EE 3403, Electronics I	3
EE 4313, Control Systems	3
EE 4353, Power Systems	3
EE 4333, Communications Theory	3
EE 4373, Electronics II	3
EE 4773, Electronics II Laboratory	3
*Electrical Engineering Electives	6-9
*Approved Technical Electives	3
Sub-total	60-62
Additional Support Course:	Sem. Hrs.
MATH 4403, Differential Equations	3
Total Required Hours:	128-130

← PHYS 2044 University Physics II

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

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Department Curriculum Committee Chair		COPE Chair (if applicable)	ENTER DATE
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College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	ENTER DATE
Brandon Kemp	3/30/2018		
College Dean		Graduate Curriculum Committee Chair	ENTER DATE
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Brandon Kemp, bkemp@astate.edu, 870.972.2088

2.Proposed Change

The BSEE program and courses have a number of prerequisite inconsistencies that need to be corrected in the bulletin.

- EE 4353 Power Systems and EE 4323 Electrical Machinery have a prerequisite ENGR 3423 Dynamics. However, ENGR 3423 is not part of the EE curriculum. Prerequisite for EE 4353 Power Systems and EE 4323 Electrical Machinery need prerequisite ENGR 3423 Dynamics removed from UG Bulletin and Banner.
- EE 4373 Electronics II: Remove ENGR 3443 Thermodynamics I prerequisite
- EE 4773 Remove EE 3333 Prerequisite
- EE 3363 Semiconductor Materials and Devices:
 - Change EE 3403 Electronics I to corequisite

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

- Change PHYS 2034 University Physics I prerequisite to PHYS 2044 University Physics II
- Remove ENGR 3443 Thermodynamics I prerequisite.

3. Effective Date

8/15/2018

4. Justification – *Please provide details as to why this change is necessary.*

Changes to the BSEE program were originally made for the 2014-15 academic year. However, not all changes found their way to the bulletin. The changes contained herein represent prerequisite structure used in practice.

Bulletin Changes

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2017-18 Undergraduate Bulletin (Pg 428):

ELECTRICAL ENGINEERING PROGRAM

Electrical Engineering (EE)

EE 2322. Electrical Workshop Develop understanding and skills related to various workshop processes involved in electrical engineering. Workshop safety, electrical wiring and assembly, winding practice, domestic electrical appliances, soldering and de-soldering techniques, electronic project construction techniques, use of electronic bench equipment, preparation of reports. Prerequisite, PHYS 2034. Fall.

EE 3313. Electric Circuits II Transient analysis, average power, RMS values, mutual inductance, resonance, network theorems and principles, polyphase networks, complex power. Prerequisite, C or better in MATH 2214 and ENGR 2423. Spring.

EE 3331. Digital Electronics I Laboratory Experimentation and design with digital electronic and computer components and circuits including logic gates, flip flops, counters, and registers. Practical applications in timing and control. Logic families such as TTL, ECL, and CMOS. Prerequisite, C or better in ENGR 2421 and EE 3333. Demand.

EE 3333. Digital Electronics I Introduction to the analysis and design of digital and computer circuits, Boolean algebra, binary arithmetic, combinational logic, sequential logic, registers, counters, adders, comparators, and computer organization. Prerequisite, C or better in either CS 2114 or ENGR 2423. Fall.

EE 3343. Engineering Fields and Waves Study of time invariant electric and magnetic fields in free space and in materials, electrical current flow as a function of electric field, magnetic flux, interaction of magnetic fields with electrical current and voltage, electrical and magnetic potentials, time changing electric and magnetic fields, and introduction to Maxwell's Equations. Prerequisites, C or better in MATH 3254 and EE 3313. Fall.

EE 3353. Signals and Systems Methods of analysis of continuous and analog systems and associated synthesis, simulation, and design, system response in the time and frequency domains, Laplace transforms, Fourier series and transforms, Z-transforms, transfer functions, and convolution. Prerequisite, C or better in EE 3313. Corequisite, MATH 4403. Fall.

EE 3363. Semiconductor Materials and Devices Semiconductor materials and theory of solid state electronic devices. Semiconductor growth and processing techniques. Semiconductor parameters such as bandgap, mobility, carrier densities, diffusion length, carrier lifetime, and energy level distribution. Pn junctions and Schottky barriers. Constraints and limitations on practical devices. Prerequisite, C or better in CHEM 1013, PHYS 2034, ~~2044~~, and C or better in EE 3403 and ENGR 3443. Corequisite, EE 3403. Spring, even.

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

EE 3383. Principles and Practices in Electrical Engineering Principles of and good practices in electrical engineering, professional organizations, literature, intellectual property, licensure, ethics and regulations, vendors, products, specifications, procurement, communications and human relations, resource management, product certification and manufacturability, and modern and tools and issues. Prerequisite, C or better in EE 3313. Spring.

EE 3393. Probability and Random Signals Application of probabilistic models and analysis techniques to engineering signals and systems with inherent randomness. Topics include probability theory, probability density functions, random variables, random vectors, estimation, detection, discrete and continuous processes, and power spectra. Prerequisite, C or better in EE 3353. Spring.

EE 3401. Electronics I Laboratory Basic laboratory experiments in electronic circuits and solid state electronic devices. Corequisite, EE 3403. Prerequisite, C or better in ENGR 2421. Fall.

EE 3403. Electronics I Theory, analysis, and introductory design of diode, bipolar junction transistor, operational amplifier, and field effect transistor devices and circuits. Prerequisite, C or better in ENGR 2423. Fall.

2017-18 Undergraduate Bulletin (Pg. 429):

EE 4303. Electromagnetic Waves Study of time harmonic electromagnetic wave interaction with materials including energy and momentum, polarization, reflection, refraction, waveguides, radiation, and scattering. Prerequisites, C or better in EE 3343 or PHYS 2044, and C or better in MATH 4403. Dual listed as EE 5303. Spring, odd.

EE 4313. Control Systems Analysis and design of linear feedback systems. Transfer functions, transient and steady state characterization, stability determination. Closed loop analysis and design using root locus and frequency domain methods. Prerequisites, C or better in EE 3403. Corequisite, EE 3353. Dual listed as EE 5313. Demand.

EE 4333. Communications Theory Frequency spectra of time signals. Review of Fourier series and transforms. Signal mixing, modulation, and demodulation. AM and FM broadcasting techniques and bands. Pulsed and digital communication modes. Prerequisite, C or better in EE 3353 and EE 3403. Dual listed as EE 5333. Demand.

EE 4323. Electrical Machinery Introduction to the analysis and design of electromechanical energy conversion systems, magnetic circuit theory, general transformer and machinery theory, and DC and AC motors and generators. Prerequisite, C or better in EE 3313 or ENGR 3473, ~~and ENGR 3423~~. Dual listed as EE 5323. Demand.

EE 4343. Digital Signal Processing Analysis and design of discrete linear systems and processing of digital signals. Topics include: time and frequency domain approaches to discrete signals and systems, discrete Fourier transform and its computation, and design of digital filters. Prerequisites, C or better in EE 3353, EE 3403, and EE 3333. Spring.

EE 4344. Embedded Systems A microcomputer and programmable logic controller course for junior and senior level engineers. A survey of small computers and their engineering functions including control, sensing, and computation. The concept of using control programming languages is introduced. Prerequisites, C or better in EE 3333 and EE 3401, or consent of instructor. Dual listed as EE 5344. Demand.

EE 4353. Power Systems Generation, transmission, and distribution of large scale electrical power, associated energy losses and practical design problems and complications. Transmission line analysis. Three phase power networks. Load monitoring and control. Prerequisite, C or better in EE 3313 ~~and ENGR-3423~~. Corequisite, MATH 4403. Dual listed as EE 5353. Demand.

EE 4354. Intelligent Control Systems Introduction of fuzzy logic, fuzzy logic in control engineering, neural networks, Bayesian or belief networks, neuro-fuzzy systems, neuro-fuzzy controllers, controller design, and application problems. Prerequisite for EE majors, C or better in EE 4313; Prerequisite for ME majors, C or better in ME 3613. Dual listed as EE 5354. Spring, even.

EE 4373. Electronics II A continuation of EE 3403 with emphasis on the analysis, simulation, and design of feedback, operational amplifier systems, frequency response, integrated circuits, and power and waveshaping circuits. Prerequisite, C or better in EE 3313, ~~ENGR-3443~~, and EE 3403. Dual listed as EE 5373. Spring, odd.

EE 4383. Digital Electronics II Continuation of the study of digital circuit design with emphasis on the design of larger systems and use of LSI components. Register transfer logic, computer interfacing and design, and microcomputer based system design. Prerequisite, C or better in EE 3333. Demand. Dual listed as EE 5383.

EE 4743. Digital Communications Continuation of communications theory with emphasis on modulation and demodulation techniques, signal space representation of digitally modulated signals, coherent/non-coherent detection methods (and receiver structures) in AWGN channel, error performance, communication over band-limited channels with ISI and AWGN. Prerequisites, C or better in EE 3393 and EE 4333. Spring, odd.

EE 4773. Electronics II Laboratory Advanced design-oriented experiments in electronics, measurement, interfacing, and other electrical engineering topics. Corequisite, EE 4373. Prerequisites, C or better in ~~EE-3333~~, ~~and~~ EE 3401. Spring.

EE 479V. Special Problems in Electrical Engineering Individually directed problems in electrical engineering for juniors and seniors. A course outline and project summary listing the goals and expected outcomes must be approved by the student advisor and the program director. Prerequisites are dependent on the nature of the special problem. Demand.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shubha Kher	3/30/2018		ENTER DATE
Department Curriculum Committee Chair		COPE Chair (if applicable)	
Shubha Kher	3/30/2018		ENTER DATE
Department Chair:		Head of Unit (If applicable)	
Jason Stewart	3/30/2018		ENTER DATE
College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	
Brandon Kemp	3/30/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1. Contact Person (Name, Email Address, Phone Number)

Brandon Kemp, bkemp@astate.edu, 870.972.2088

2. Proposed Change

The BSEE program and courses have a number of inconsistencies that need to be corrected in the bulletin.

- EE 4333 and EE 4323 out of order in bulletin (pg 428). Move EE 4323 before EE 4333 on page 428 of bulletin.
- There are a number of inconsistencies that need to be corrected. For example, all required courses need to be on a regular schedule taught each academic year. “Odd”, “Even”, or “Demand” is not acceptable for required courses: Correct as appropriate.
 - EE 3331 Digital Electronics I Laboratory is listed as “Demand” although it is a required course. Change to Spring to be consistent with new 8-Semester Degree Plan.

Please note - any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

- EE 3333 Digital Electronics I is listed as “Fall” although it is “Spring” on the 8-Semester Degree Plan. Change to “Spring” to be consist with 8-Semester Degree Plan.
- EE 3363 Semiconductor Materials and Devices is listed as “Spring, even.” However, it is listed as a required course in the Bulletin and listed in “Fall” on the 8-Semester Degree Plan. Change Bulletin to “Fall”.
- EE 4313 Control Systems is listed as “Demand,” but it is a required course. Change EE 4313 to “Fall” to be consistent with 8-Semester Degree plan.
- EE 4323 Electrical Machinery is listed as “Demand”. Change to “Spring, Even”.
- EE 4353 Power Systems is listed as “Demand,” but it is a required course. Change to “Fall.”
- EE 4373 Electronics II is listed as “Spring, Odd” but it is a required course. List as “Spring.”
- EE 4333 Communications Theory is listed as “Demand” but it is a required course. List as “Spring.”
- EE 4343 Digital Signal Processing is listed as “Spring,” but it is an elective course and dual listed to support the M.S. program. Change to “Spring, odd.”

3.Effective Date

8/15/2018

4.Justification – *Please provide details as to why this change is necessary.*

Changes to the BSEE program were originally made for the 2014-15 academic year. However, not all changes found their way to the bulletin. The changes contained herein represent our actual 8-semester degree plan as used in practice.

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

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- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

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2017-18 Undergraduate Bulletin (Pg 428):

ELECTRICAL ENGINEERING PROGRAM

Electrical Engineering (EE)

- EE 2322. Electrical Workshop** Develop understanding and skills related to various workshop processes involved in electrical engineering. Workshop safety, electrical wiring and assembly, winding practice, domestic electrical appliances, soldering and de-soldering techniques, electronic project construction techniques, use of electronic bench equipment, preparation of reports. Prerequisite, PHYS 2034. Fall.
- EE 3313. Electric Circuits II** Transient analysis, average power, RMS values, mutual inductance, resonance, network theorems and principles, polyphase networks, complex power. Prerequisite, C or better in MATH 2214 and ENGR 2423. Spring.
- EE 3331. Digital Electronics I Laboratory** Experimentation and design with digital electronic and computer components and circuits including logic gates, flip flops, counters, and registers. Practical applications in timing and control. Logic families such as TTL, ECL, and CMOS. Prerequisite, C or better in ENGR 2421. Corequisite, EE 3333. ~~Demand~~ Spring.
- EE 3333. Digital Electronics I** Introduction to the analysis and design of digital and computer circuits, Boolean algebra, binary arithmetic, combinational logic, sequential logic, registers, counters, adders, comparators, and computer organization. Prerequisite, C or better in either CS 2114 or ENGR 2423. ~~Fall~~ Spring.
- EE 3343. Engineering Fields and Waves** Study of time invariant electric and magnetic fields in free space and in materials, electrical current flow as a function of electric field, magnetic flux, interaction of magnetic fields with electrical current and voltage, electrical and magnetic potentials, time changing electric and magnetic fields, and introduction to Maxwell's Equations. Prerequisites, C or better in MATH 3254 and EE 3313. Fall.
- EE 3353. Signals and Systems** Methods of analysis of continuous and analog systems and associated synthesis, simulation, and design, system response in the time and frequency domains, Laplace transforms, Fourier series and transforms, Z-transforms, transfer functions, and convolution. Prerequisite, C or better in EE 3313. Corequisite, MATH 4403. Fall.
- EE 3363. Semiconductor Materials and Devices** Semiconductor materials and theory of solid state electronic devices. Semiconductor growth and processing techniques. Semiconductor parameters such as bandgap, mobility, carrier densities, diffusion length, carrier lifetime, and energy level

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Form Revised: 09/05/2017

distribution. Pn junctions and Schottky barriers. Constraints and limitations on practical devices. Prerequisite, C or better in CHEM 1013, PHYS 2034, and C or better in EE 3403 and ENGR 3443. ~~Spring, even~~Fall.

EE 3383. Principles and Practices in Electrical Engineering Principles of and good practices in electrical engineering, professional organizations, literature, intellectual property, licensure, ethics and regulations, vendors, products, specifications, procurement, communications and human relations, resource management, product certification and manufacturability, and modern and tools and issues. Prerequisite, C or better in EE 3313. Spring.

EE 3393. Probability and Random Signals Application of probabilistic models and analysis techniques to engineering signals and systems with inherent randomness. Topics include probability theory, probability density functions, random variables, random vectors, estimation, detection, discrete and continuous processes, and power spectra. Prerequisite, C or better in EE 3353. Spring.

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~~**EE 4333. Communications Theory** Frequency spectra of time signals. Review of Fourier series and transforms. Signal mixing, modulation, and demodulation. AM and FM broadcasting techniques and bands. Pulsed and digital communication modes. Prerequisite, C or better in EE 3353 and EE 3403. Dual listed as EE 5333. Demand.~~

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EE 4383. Digital Electronics II Continuation of the study of digital circuit design with emphasis on the design of larger systems and use of LSI components. Register transfer logic, computer interfacing and design, and microcomputer based system design. Prerequisite, C or better in EE 3333. ~~Demand~~Dual listed as EE 5383. Spring, even.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

EE 4743. Digital Communications Continuation of communications theory with emphasis on modulation and demodulation techniques, signal space representation of digitally modulated signals, coherent/non-coherent detection methods (and receiver structures) in AWGN channel, error performance, communication over band-limited channels with ISI and AWGN. Prerequisites, C or better in EE 3393 and EE 4333. Spring, odd

EE 4773. Electronics II Laboratory Advanced design-oriented experiments in electronics, measurement, interfacing, and other electrical engineering topics. Corequisite, EE 4373. Prerequisites, C or better in EE 3333, and EE 3401. Spring.

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CIP Code:	
Degree Code:	

Course Revision Proposal Form

Undergraduate Curriculum Council

Graduate Council

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Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

 <div style="text-align: right; margin-right: 20px;">3/6/2018</div> <p>Department Curriculum Committee Chair</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 20px;">ENTER DATE...</div> <p>COPE Chair (if applicable)</p>
<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 20px;">2/27/2018</div> <p>Department Chair:</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 20px;">ENTER DATE...</div> <p>Head of Unit (If applicable)</p>
 <div style="text-align: right; margin-right: 20px;">3/6/2018</div> <p>College Curriculum Committee Chair</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 20px;">ENTER DATE...</div> <p>Undergraduate Curriculum Council Chair</p>
<p>Jim Washam 3/6/2018</p> <p>College Dean</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 20px;">ENTER DATE...</div> <p>Graduate Curriculum Committee Chair</p>
<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 20px;">ENTER DATE</div> <p>General Education Committee Chair (If applicable)</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 20px;">ENTER DATE...</div> <p>Vice Chancellor for Academic Affairs</p>

1. Contact Person (Name, Email Address, Phone Number)
 Patricia Robertson, probertson@astate.edu; 870-972-2300

2. Proposed Starting Term and Bulletin Year for Change to Take Effect
 Fall 2018

3. Current Course Prefix and Number
 FIN 4783

3.1 – [Yes] Request for Course Prefix and Number change

If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9.)*

FIN 478V Variable Credit 1-6 hours

3.2 – [Yes] If yes, has it been confirmed that this course number is available for use?

If no: Contact Registrar's Office for assistance.

4. Current Course Title

Internship

4.1 – [No] Request for Course Title Change

If yes, include new Course Title Below.

- a. If title is more than 30 characters (including spaces), provide short title to be used on transcripts. *Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis).*
- b. Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

5. – [Yes] Request for Course Description Change.

If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

Supervised work experience with bank management in an appropriate banking environment.

6. – [Yes] Request for prerequisites and major restrictions change.

(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. **Yes** Are there any prerequisites?
 - a. If yes, which ones?
Prerequisites; FIN 3713, junior or senior standing, and permission of instructor.
 - b. Why or why not?
These prerequisites provide students with necessary knowledge and experience for meaningful participation in the internship and contribution to the internship site.
- b. **No** Is this course restricted to a specific major?
 - a. If yes, which major?

7. – [No] Request for Course Frequency Change (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

- a. If yes, please indicate current and new frequency:

8. – [No] Request for Class Mode Change

If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please indicate the current and choose one.

9. – [No] Request for grade type change

If yes, what is the current and the new grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

10. [No] Is this course dual listed (undergraduate/graduate)?

- a. If yes, indicate course prefix, number and title of dual listed course.

11. No Is this course cross listed?
(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)
- 11.1** – If yes, please list the prefix and course number of cross listed course.
11.2 – No Are these courses offered for equivalent credit?
Please explain.
12. No Is this course change in support of a new program?
a. If yes, what program?
13. No Does this course replace a course being deleted?
a. If yes, what course?
14. Yes Will this course be equivalent to a deleted course or the previous version of the course?
a. If yes, which course?
FIN 4783
15. No Does this course affect another program? No
If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.
16. Does this course require course fees? No
If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.

Revision Details

17. Please outline the proposed revisions to the course.

Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.

The purposes of the proposed revisions are as follows: (a) allow variable credit (1-6 hours) for internships; and (b) add prerequisite courses required to provide the necessary background knowledge for the internship. |

18. Please provide justification to the proposed changes to the course.

Students seeking a finance degree will benefit from the practical experience offered by an internship. These experiences provide students with hands on, career-based training. Increased flexibility with the number of hours for internships will encourage more students to engage in internships. A student will benefit more from the internship if the student has completed some study of the subject of Finance prior to the internship. The number of required hours students will work at the bank will vary based upon the number of credit hours the student is earning for the internship. |

19. No Do these revisions result in a change to the assessment plan?

**If yes: Please complete the Assessment section of the proposal on the next page.*

**If no: Skip to Bulletin Changes section of the proposal.*

***See question 19 before completing the Assessment portion of this proposal.**

Assessment

Relationship with Current Program-Level Assessment Process

20. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

21. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans?

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

22. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	
Which learning activities are responsible for this outcome?	
Assessment Measure	What will be your assessment measure for this outcome?

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

FIN 3723. Financial Analytics and Modeling Fundamental techniques and best practices for financial analysis and modeling. Prerequisite, FIN 3713. Fall, Spring.

FIN 3733. Personal Finance Concerned with management of the personal financial resources of the individual and the family. Provides guidance for consumer purchasing and credit, personal insurance, taxation, investing, estate planning, and social security. Designed for non-business majors, course counts only as a free elective, except where required in major. Demand.

FIN 3763. Financial Institutions and Markets An in depth study of financial institutions such as banks, savings and loans, insurance companies and financial markets. Primary emphasis will be on depository institutions. Prerequisites, ECON 2313 and FIN 3713. Fall, Spring.

FIN 3773. Financial Risk Management An in depth study of financial risks facing banks, such risks as those arising from fixed income and foreign exchange investments will be covered. Prerequisites, MATH 2143 or MATH 2194 or MATH 2204; ECON 2113 or STAT 3233; and FIN 3713. Fall.

FIN 3813. International Financial Management and Banking Study of financial concepts and issues in banking as they relate to business decisions in a global economy. Prerequisite, FIN 3713. Demand.

FIN 4013. Financial Wealth Management The application of financial planning topics to realistic scenarios and case studies involving personal and small business financial planning. Prerequisite, FIN 4723. Spring.

FIN 4293. New Venture Financing Introduction to the dynamic challenges facing new business ventures in securing financial backing to support growth and development. Venture capital, internally generated funding and external sources of funding will be discussed along with debt and equity financing. Demand.

FIN 4723. Investments Security investment, the tools of investment analysis, the formulation of investment policy and the role of the individual investor in the economy. Prerequisites, ECON 2113 or STAT 3233; and FIN 3713. Fall, Spring.

FIN 4743. Managerial Finance Emphasis on principles and tools for analysis and decision making in working capital management. Studies include cash flow forecasting, inventory model applications, sources and uses of funds analysis, trade credit policies, and techniques of short and intermediate term sales forecasting. Prerequisites, ECON 2113 or STAT 3233; and FIN 3713. Spring.

FIN 4753. Capital Management Analysis of the management aspects relating to the inflows and outflows of permanent capital in business enterprises. Examines the management of long-term assets, long-term credit, equity and internal financing. Corporate expansion including mergers, acquisitions, corporate reorganization, and bankruptcies. Prerequisites, ECON 2113 or STAT 3233, and FIN 3713. Fall, Spring.

FIN 4763. Bank Management Principles used in the management of commercial banks, relating to loans, credit analysis, security portfolios, analysis and interpretations of Federal Reserve regulations and publications. Prerequisites, ECON 2313 and FIN 3713. Fall.

FIN 4773. Advanced Bank Management Applications of financial management techniques to bank management decisions through experiential learning opportunities. Computer based analysis, simulations, and written and oral presentations. Prerequisite, FIN 4763. Spring.

FIN ~~4783~~478V. Internship in Bank Management Supervised work experience with bank management in an appropriate banking environment. ~~To earn intern credit, each student is expected to spend six to eight hours per week for 15 weeks or the equivalent at the bank.~~ Prerequisites, **FIN 3713**, Junior or Senior standing, **and permission of instructor.** ~~is required.~~ Fall, Spring, Summer.

FIN 479V. Finance Internship Practical experience in a variety of finance settings. Students will be assigned to work with an organization and supervised by an experienced professional to gain real world training. Prerequisite, instructor permission. Fall, Spring, Summer.

FIN 489V. Special Problems in Finance Individual problems in finance arranged in consultation with the instructor. Must be approved by department chair. Fall, Spring, Summer.

The bulletin can be accessed at <http://www.astate.edu/a/registrar/students/>

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Course Revision Proposal Form

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 <div style="text-align: right; margin-right: 100px;">3/6/2018</div> <p>Department Curriculum Committee Chair</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 10px;">ENTER DATE...</div> <p>COPE Chair (if applicable)</p>
<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 100px;">2/27/2018</div> <p>Department Chair:</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 10px;">ENTER DATE...</div> <p>Head of Unit (If applicable)</p>
 <div style="text-align: right; margin-right: 100px;">3/6/2018</div> <p>College Curriculum Committee Chair</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 10px;">ENTER DATE...</div> <p>Undergraduate Curriculum Council Chair</p>
<p>Jim Washam 3/6/2018</p> <p>College Dean</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 10px;">ENTER DATE...</div> <p>Graduate Curriculum Committee Chair</p>
<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 10px;">ENTER DATE</div> <p>General Education Committee Chair (If applicable)</p>	<div style="border: 1px solid gray; height: 25px; width: 100%;"></div> <div style="text-align: right; margin-right: 10px;">ENTER DATE...</div> <p>Vice Chancellor for Academic Affairs</p>

1. Contact Person (Name, Email Address, Phone Number)
 Patricia Robertson, probertson@astate.edu; 870-972-2300

2. Proposed Starting Term and Bulletin Year for Change to Take Effect
 Fall 2018

3. Current Course Prefix and Number
 ECON 3703

3.1 – [Yes] Request for Course Prefix and Number change

If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9.)*

ECON 370V Variable Credit 1-6 hours

3.2 – [Yes] If yes, has it been confirmed that this course number is available for use?

If no: Contact Registrar's Office for assistance.

4. Current Course Title

Internship

4.1 – [Yes] Request for Course Title Change

If yes, include new Course Title Below.

Economics Internship

- a. If title is more than 30 characters (including spaces), provide short title to be used on transcripts. *Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis).*
- b. Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

5. – [No] Request for Course Description Change.

If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

6. – [Yes] Request for prerequisites and major restrictions change.

(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. **Yes** Are there any prerequisites?
 - a. If yes, which ones?
Prerequisites; ECON 2313 and 2323. Permission of department chair and internship director required.
 - b. Why or why not?
These prerequisites provide students with necessary knowledge for meaningful participation in the internship and contribution to the internship site.
- b. **No** Is this course restricted to a specific major?
 - a. If yes, which major?

7. – [No] Request for Course Frequency Change (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

- a. If yes, please indicate current and new frequency:

8. – [No] Request for Class Mode Change

If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please indicate the current and choose one.

9. – [No] Request for grade type change

If yes, what is the current and the new grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

10. [No] Is this course dual listed (undergraduate/graduate)?

- a. If yes, indicate course prefix, number and title of dual listed course.

11. No Is this course cross listed?

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – No Are these courses offered for equivalent credit?
Please explain.

12. No Is this course change in support of a new program?

a. If yes, what program?

13. No Does this course replace a course being deleted?

a. If yes, what course?

Enter text...

14. Yes Will this course be equivalent to a deleted course or the previous version of the course?

a. If yes, which course?

ECON 3703

15. No Does this course affect another program? No

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

16. Does this course require course fees? No

If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.

Revision Details

17. Please outline the proposed revisions to the course.

Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.

The purposes of the proposed revisions are as follows: (a) allow variable credit (1-6 hours) for internships; (b) add prerequisite courses required to provide the necessary background knowledge for the internship; and (c) provide a more descriptive name for the internship.

18. Please provide justification to the proposed changes to the course.

Students seeking an economics degree will benefit from the practical experience offered by an internship. These experiences provide students with hands on, career-based training. Increased flexibility with the number of hours for internships will encourage more students to engage in internships. A student will benefit more from the internship if the student has completed some study of the subject of Economics prior to the internship. The revision also clarifies the internship name for student transcripts.

19. No Do these revisions result in a change to the assessment plan?

**If yes: Please complete the Assessment section of the proposal on the next page.*

**If no: Skip to Bulletin Changes section of the proposal.*

***See question 19 before completing the Assessment portion of this proposal.**

Assessment

Relationship with Current Program-Level Assessment Process

20. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

21. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans?

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

22. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	
Which learning activities are responsible for this outcome?	
Assessment Measure	What will be your assessment measure for this outcome?

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

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- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4IZm4> for more detailed instructions.

ECON 3363. Labor Economics The economics of labor markets, factors affecting economy demand for labor and the decisions of workers to supply labor. Current labor market problems such as unemployment, unions, poverty and productivity will be analyzed. Prerequisites, ECON 2313 and 2323. Demand.

ECON ~~3703~~**370V. Economics** Internship Practice experience in economic research and development. **Prerequisites, ECON 2313 and 2323.** Permission of department chair and internship director required. **Fall, Spring Demand.**

ECON 4103. International Trade Economic theory and history of international trade. Topics such as comparative advantage, the effect of protectionism and determination of exchange rates will be emphasized. Prerequisites, ECON 2313 and 2323. This course can be counted as an Economics elective. This course is cross listed as IB 4103. Fall.

ECON 4143. Export Policy and Procedures Provides the rationale for exports and provides training on the skills for managing an export business. Coverage includes export promotion and incentives, lines and letters of credit, foreign exchange issues, international trade logistics, export documentation, and security and regulatory issues. Prerequisites, Completion of 60 hours. Cross-listed as IB 4143. Spring.

ECON 4303. Economics of Sports Applies microeconomic theory to the sports industry. The course includes discussions of the economics of professional and intercollegiate athletics, applying the concepts of the collective bargaining, cartel behavior, game theory, antitrust issues, and public finance. Prerequisite, ECON 2323. Fall.

ECON 4313. History of Economic Thought Brief review of the doctrines of economic thinkers from early time through Marshall. Broader study of modern writers and theories. Prerequisites, ECON 2313 and 2323, or ECON 2333. Demand.

ECON 4323. Economic Policy Analysis Deals with public revenues, the theory of taxation, institutions and problems of the revenue system as a whole, and the effects of the taxing, spending, lending, and borrowing by government units upon the national income and employment. Prerequisites, ECON 2313 and 2323, or ECON 2333. Fall.

ECON 4333. Government Regulation of Business Survey of theoretical treatments of oligopoly, natural monopoly, and market failures, review of antitrust statutes applicable to price fixing, monopoly, mergers, vertical restraints, and price discrimination, social welfare trade-offs associated with public regulation of electric, natural gas, cable TV, and telecommunications firms. Prerequisite, ECON 2313, 2323. Spring.

ECON 4343. Managerial Economics Practice in the use of economic principles in solving business problems. Areas covered include uncertainty, forecasting, demand analysis, and capital management. Prerequisites, ECON 2313 and 2323, ECON 2113 and CIT 3523. Fall.

ECON 4353. Economic Development Primary concern is with theories and methods of economic development for developing countries. Agriculture, population, investment, natural resources, international relations and economic aid are the main topics of the course. Prerequisites, ECON 2313 and 2323. Demand.

ECON 4363. Global Environmental Policies This course examines the impact of human activities on ecosystems and vice versa, as well as the use of markets to manage the environment. Topics include environmental services, ecotechnology, pollution control, valuation, economics of climate change and biotechnology. Fall.

ECON 468V. Special Problems in Economics Individual problems in economics arranged in consultation with the instructor. Must be approved by department chair. Fall, Spring, Summer.

Finance (FIN)

FIN 2013. Personal Asset Management Financial assets as vehicles for saving for the future, investments in combinations of assets to meet financial objectives, and how the financial objectives will change over the life span of the investor. Fall, Spring.

FIN 3713. Business Finance Legal forms of American business organization, policies, methods, and institutions involved in financing business. The principles of financial management will be studied with emphasis on the corporation, including cash flows, securities, financial structures, expansion, and acquisitions. Prerequisite, ACCT 2133 or 2023. Fall, Spring, Summer.

The bulletin can be accessed at <http://www.astate.edu/a/registrar/students/>

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Letter of Notifications

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Sharon D. James	3/20/2018
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Department Curriculum Committee Chair

	ENTER DATE
--	------------

COPE Chair (if applicable)

Melodie Philhours	3/21/2018
-------------------	-----------

Department Chair:

	ENTER DATE
--	------------

Head of Unit (If applicable)

	3/27/2018
--	-----------

College Curriculum Committee Chair

	ENTER DATE
--	------------

Undergraduate Curriculum Council Chair

Jim Washam	3/27/2018
------------	-----------

College Dean

	ENTER DATE
--	------------

Graduate Curriculum Committee Chair

	ENTER DATE
--	------------

General Education Committee Chair (If applicable)

	ENTER DATE
--	------------

Vice Chancellor for Academic Affairs

If you require to fill out a Letter of Notification, please email curriculum@astate.edu or contact Academic Affairs and Research at (870) 972-2030 for guidance PRIOR TO submitting these through the curricular process.

1.Contact Person (Name, Email Address, Phone Number)

Dr. Melodie Philhours, mphil@astate.edu, 870-680-8148

Bulletin Changes

Instructions

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

LETTER OF NOTIFICATION – 1

NAME CHANGE OF EXISTING CERTIFICATE, DEGREE, MAJOR, OPTION OR ORGANIZATIONAL UNIT

(No change in program curriculum, option/emphasis/concentration or organizational structure)

1. Institution submitting request: **Arkansas State University**
2. Contact person/title: **Dr. Melodie Philhours, Chair, Department of Management and Marketing**
3. Phone number/e-mail address: **870-680-8148 mphil@astate.edu**
4. Proposed effective date: **Fall 2018**
5. Current title of degree/certificate program: **B.S. Marketing, Emphasis in Marketing Management**
6. Current title of major or option/emphasis/concentration: **Marketing Management**
7. Current title of organizational unit:
8. Proposed name of certificate/degree: **B.S. Marketing**
9. Proposed name of major or option/emphasis/concentration:
10. Proposed name of organizational unit:
11. Program CIP Code:
12. Degree/Department Code:
13. Reason for proposed action: **This degree is a general marketing degree incorporating the marketing core courses with a selection of various marketing courses. Rather than have an emphasis in marketing management, simply Marketing is a clearer and more descriptive title for the degree. This is consistent with other universities' marketing programs.**
14. Semester credit hours for proposed major or option/emphasis/concentration: **120**
15. Provide the curriculum/credit hours for the certificate/degree/major/option/emphasis/concentration listed above.

Major in Marketing
Bachelor of Science

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.



University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41) (For College of Business requirements, see p. 132)	35
First Year Making Connections Course:	Sem. Hrs.
BUSN 1003, First Year Experience Business	3
General Education Requirements	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84) Students with this major must take the following: <i>MATH 2143, Business Calculus with a "C" or better.</i> <i>ANTH 2233, Introduction to Cultural Anthropology OR</i> <i>SOC 2213, Introduction to Sociology</i> <i>ECON 2313, Principles of Macroeconomics</i> <i>COMS 1203, Oral Communications (Required Departmental Gen. Ed. Option)</i>	35
College of Business Core Courses:	Sem. Hrs.
(See Beginning of Business Section)	39
Major Requirements:	Sem. Hrs.
SCM 3163, Supply Chain Management	3
MKTG 3023, Applied Research	3
MKTG 4043, Consumer Behavior	3
MKTG 4083, Marketing Research Design and Analysis	3
MKTG 4113, International Marketing	3
MKTG 4223, Marketing Management	3
Select three of the following (at least two must be in MKTG): ACCT 3053, Cost with Managerial Emphasis BCOM 3573, Managerial Communication ECON 4343, Managerial Economics MGMT 3183, Entrepreneurship MKTG 3033, Advertising and Promotion or AD 3023 Principles of Advertising MKTG 3043, Retailing MKTG 3093, Professional Selling MKTG 3173, Category Management MKTG 3193, Sales Planning and Management MKTG 4023, Services Marketing MKTG 4143, Advanced Category Management MKTG 4213, Marketing Analytics MKTG 4253, Data Analytics and Visualization MKTG 4283, Marketing Internship MKTG 4323, Advanced Sales	
Sub-total	27
Electives:	Sem. Hrs.
Electives	16
Total Required Hours:	120

16. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer:

Date:

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Sharon D. James	3/20/2018
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Department Curriculum Committee Chair

ENTER DATE

COPE Chair (if applicable)

Melodie Philhours 3/21/2018

Department Chair:

ENTER DATE

Head of Unit (If applicable)

M Hill

3/26/2018

College Curriculum Committee Chair (M. Hill)

ENTER DATE

Undergraduate Curriculum Council Chair

Jim Washam 3/27/2018

College Dean

ENTER DATE

Graduate Curriculum Committee Chair

ENTER DATE

General Education Committee Chair (If applicable)

ENTER DATE

Vice Chancellor for Academic Affairs

1.Contact Person (Name, Email Address, Phone Number)

Dr. Melodie Philhours, mphil@astate.edu, 870-680-8148

2.Proposed Change

- Change name of IB 4283 Internship in International Business Studies to IB 4283 Internship in International Business in Course Description (p. 444) and change IB 4283 International Business Practicum to IB 4283 Internship in International Business in degree plan (p. 169) for consistency.
- Change frequency to: Fall, Spring, Summer.

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

Name of course should be consistent across the bulletin. No one recalls the origin of these differing names.

Bulletin Changes

Instructions

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

Major in International Business

Bachelor of Science

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42) (For College of Business requirements, see p. 144)	
First Year Making Connections Course:	Sem. Hrs.
BUSN 1003, First Year Experience Business	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 85)	35
Students with this major must take the following: MATH 2143, Business Calculus with a "C" or better OR MATH 2194, Survey of Calculus OR MATH 2204, Calculus I ECON 2313, Principles of Macroeconomics COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
College of Business Core Courses:	Sem. Hrs.
(See Beginning of Business Section)	39
Language Requirements	Sem. Hrs.
French, German, Chinese, Arabic, or Spanish <i>International Business majors should take their foreign language during their freshman and sophomore years. No waiver will be allowed for the language requirement. If English is a second language, 12 hours of 3000 level English courses may be used to meet the language requirement.</i>	12
Major Requirements:	Sem. Hrs.
CIT 4453, Global E-Commerce	3
FIN 3813, International Financial Management and Banking	3
ECON/IB 4143, Export Policies and Procedures	3
GSCM 4133, International Logistics and Outsourcing	3
MKTG 4113, International Marketing	3
MGMT 3193, Social Impact Management	3
MGMT 4123, International Management	3
Select one of the following: IB 3013, Global Leadership Experience IB 4283, International Business Practicum Internship in International Business	3
Sub-total	24
Electives:	Sem. Hrs.
Electives (must include at least 3 upper-level hours)	7
Total Required Hours:	120

Major in Management

Bachelor of Science Emphasis in International Business

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41) (For College of Business requirements, see p. 143)	
First Year Making Connections Course:	Sem. Hrs.
BUSN 1003, First Year Experience Business	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: MATH 2143, Business Calculus with a "C" or better OR MATH 2194, Survey of Calculus OR MATH 2204, Calculus I ECON 2313, Principles of Macroeconomics COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
College of Business Core Courses:	Sem. Hrs.
(See Beginning of Business Section)	39
Major Requirements:	Sem. Hrs.
MGMT 3143, Human Resource Management	3
MGMT 3153, Organizational Behavior	3
MGMT 3613, Leadership	3
MGMT 4163, Small Business Management	3
MKTG 3023, Applied Research	3
Sub-total	15
Emphasis Area (International Business):	Sem. Hrs.
ECON/IB 4143, Export Policies & Procedures	3
FIN 3813, International Financial Management and Banking	3
GSCM 4133, International Logistics and Outsourcing	3
MGMT 4123, International Management	3
MKTG 4113, International Marketing	3
Select one of the following: CIT 4453, Global E-Commerce ECON 4103, International Trade ECON 4363, Global Environmental Policies IB 3013, Global Leadership IB 4133, International Law IB 4283, Internship in International Business Studies MGMT 3193, Social Impact Management	3
Sub-total	18
Electives:	Sem. Hrs.
Electives	10
Total Required Hours:	120

Major in Marketing

Bachelor of Science Emphasis in International Business

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42) (For College of Business requirements, see p. 144)	
First Year Making Connections Course:	Sem. Hrs.
BUSN 1003, First Year Experience Business	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 85)	35
Students with this major must take the following: MATH 2143, Business Calculus with a "C" or better OR MATH 2194, Survey of Calculus OR MATH 2204, Calculus I ECON 2313, Principles of Macroeconomics COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
College of Business Core Courses:	Sem. Hrs.
(See Beginning of Business Section)	39
Major Requirements:	Sem. Hrs.
GSCM 3163, Supply Chain Management	3
MKTG 3023, Applied Research	3
MKTG 4043, Consumer Behavior	3
MKTG 4083, Marketing Research Design and Analysis	3
MKTG 4223, Marketing Management	3
Sub-total	15
Emphasis Area (International Business):	Sem. Hrs.
ECON/IB 4143, Export Policies & Procedures	3
FIN 3813, International Financial Management and Banking	3
GSCM 4133, International Logistics and Outsourcing	3
MGMT 4123, International Management	3
MKTG 4113, International Marketing	3
Select one of the following: CIT 4453, Global E-Commerce ECON 4103, International Trade ECON 4363, Global Environmental Policies IB 3013, Global Leadership IB 4133, International Law IB 4283, Internship in International Business Studies MGMT 3193, Social Impact Management	3
Sub-total	18
Electives:	Sem. Hrs.
Electives	10
Total Required Hours:	120

The bulletin can be accessed at <http://www.astate.edu/a/registrar/students/>

IB 4283. Internship in International Business Studies Supervised work experience with a firm in a foreign country, the international division of a firm in the United States, an international institution, or a government agency dealing with international business or foreign relations. Provides a practical experience for international business students. Prerequisite, junior or senior classification and consent of instructor. ~~Demand.~~ **Fall, Spring, Summer.**

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Course Revision Proposal Form

Undergraduate Curriculum Council

Graduate Council

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Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Sharon D. James 3/20/2018
Department Curriculum Committee Chair

	ENTER DATE...
COPE Chair (if applicable)	

Melodie Philhours 3/21/2018
Department Chair:

	ENTER DATE...
Head of Unit (If applicable)	

 3/26/2018
College Curriculum Committee Chair (M. Hill)

	ENTER DATE...
Undergraduate Curriculum Council Chair	

Jim Washam 3/27/2018
College Dean

	ENTER DATE...
Graduate Curriculum Committee Chair	


General Education Committee Chair (If applicable)

	ENTER DATE...
Vice Chancellor for Academic Affairs	

1. Contact Person (Name, Email Address, Phone Number)

Dr. Melodie Philhours, mphil@astate.edu, 870-680-8148

2. Proposed Starting Term and Bulletin Year for Change to Take Effect

Fall 2018

3. Current Course Prefix and Number

IB 3013

3.1 – **NO** Request for Course Prefix and Number change

If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9.)*

3.2 – If yes, has it been confirmed that this course number is available for use?

If no: Contact Registrar's Office for assistance.

4. Current Course Title

Global Leadership Experience

4.1 – **YES** Request for Course Title Change

If yes, include new Course Title Below.

Global Experience

- a. If title is more than 30 characters (including spaces), provide short title to be used on transcripts. *Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis).*
- b. Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

5. – **YES** Request for Course Description Change.

If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

On-site examination of organizations, agencies, or locales in a region of the world involving the application of methods and techniques of investigation in International Business.

6. – **NO** Request for prerequisites and major restrictions change.

(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. **NO** Are there any prerequisites?
 - a. If yes, which ones?
 - b. Why or why not?
- b. **NO** Is this course restricted to a specific major?
 - a. If yes, which major?

7. – **YES** Request for Course Frequency Change (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

- a. If yes, please indicate current and new frequency:
Fall, Spring, Summer

8. – Request for Class Mode Change

If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please indicate the current and choose one.
NO

9. – Request for grade type change

If yes, what is the current and the new grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])
NO

10. Is this course dual listed (undergraduate/graduate)?

- a. If yes, indicate course prefix, number and title of dual listed course.
NO

11. Is this course cross listed?
(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)
- 11.1 – If yes, please list the prefix and course number of cross listed course.
NO
- 11.2 – Are these courses offered for equivalent credit?
Please explain.
12. Is this course change in support of a new program?
a. If yes, what program?
NO
13. Does this course replace a course being deleted?
a. If yes, what course?
NO
14. Will this course be equivalent to a deleted course or the previous version of the course?
a. If yes, which course?
NO
15. Does this course affect another program?
If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.
NO
16. Does this course require course fees? NO
If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.

Revision Details

17. Please outline the proposed revisions to the course.

Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.

No changes will be made to the structure of the course. This changes makes the course more inclusive and not restricted to the 10-day project as originally designed.

18. Please provide justification to the proposed changes to the course.

This course was specifically designed to accommodate a “trip-based” project that is no longer viable. The change allows the course to be more flexible and accommodate a number of travel opportunities offered by the College of Business, other Colleges, and the University Study Abroad program.

19. Do these revisions result in a change to the assessment plan? NO

**If yes: Please complete the Assessment section of the proposal on the next page.*

**If no: Skip to Bulletin Changes section of the proposal.*

***See question 19 before completing the Assessment portion of this proposal.**

Assessment

Relationship with Current Program-Level Assessment Process

20. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

21. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans?

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

22. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	
Which learning activities are responsible for this outcome?	
Assessment Measure	What will be your assessment measure for this outcome?

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4IZm4> for more detailed instructions.

Undergraduate Bulletin 2017-2018, p. 443

IB 3013. Global Leadership Experience On-site examination of organizations, agencies, or locales in a region of the world involving the application of methods and techniques of investigation in International Business. ~~This course has a 10 day service learning component with additional travel expenses required. Prerequisite, completion of 54 credit hours prior to enrollment in class. Demand.~~ **Fall, Spring, Summer.**

Major in International Business

Bachelor of Science

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42) (For College of Business requirements, see p. 144)	
First Year Making Connections Course:	Sem. Hrs.
BUSN 1003, First Year Experience Business	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 85)	35
Students with this major must take the following: MATH 2143, Business Calculus with a "C" or better OR MATH 2194, Survey of Calculus OR MATH 2204, Calculus I ECON 2313, Principles of Macroeconomics COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
College of Business Core Courses:	Sem. Hrs.
(See Beginning of Business Section)	39
Language Requirements	Sem. Hrs.
French, German, Chinese, Arabic, or Spanish <i>International Business majors should take their foreign language during their freshman and sophomore years. No waiver will be allowed for the language requirement. If English is a second language, 12 hours of 3000 level English courses may be used to meet the language requirement.</i>	12
Major Requirements:	Sem. Hrs.
CIT 4453, Global E-Commerce	3
FIN 3813, International Financial Management and Banking	3
ECON/IB 4143, Export Policies and Procedures	3
GSCM 4133, International Logistics and Outsourcing	3
MKTG 4113, International Marketing	3
MGMT 3193, Social Impact Management	3
MGMT 4123, International Management	3
Select one of the following: IB 3013, Global Leadership Experience IB 4283, International Business Practicum	3
Sub-total	24
Electives:	Sem. Hrs.
Electives (must include at least 3 upper-level hours)	7
Total Required Hours:	120

Major in Management

Bachelor of Science Emphasis in International Business

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41) (For College of Business requirements, see p. 143)	
First Year Making Connections Course:	Sem. Hrs.
BUSN 1003, First Year Experience Business	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: MATH 2143, Business Calculus with a "C" or better OR MATH 2194, Survey of Calculus OR MATH 2204, Calculus I ECON 2313, Principles of Macroeconomics COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
College of Business Core Courses:	Sem. Hrs.
(See Beginning of Business Section)	39
Major Requirements:	Sem. Hrs.
MGMT 3143, Human Resource Management	3
MGMT 3153, Organizational Behavior	3
MGMT 3613, Leadership	3
MGMT 4163, Small Business Management	3
MKTG 3023, Applied Research	3
Sub-total	15
Emphasis Area (International Business):	Sem. Hrs.
ECON/IB 4143, Export Policies & Procedures	3
FIN 3813, International Financial Management and Banking	3
GSCM 4133, International Logistics and Outsourcing	3
MGMT 4123, International Management	3
MKTG 4113, International Marketing	3
Select one of the following: CIT 4453, Global E-Commerce ECON 4103, International Trade ECON 4363, Global Environmental Policies IB 3013, Global Leadership Experience IB 4133, International Law IB 4283, Internship in International Business Studies MGMT 3193, Social Impact Management	3
Sub-total	18
Electives:	Sem. Hrs.
Electives	10
Total Required Hours:	120

Major in Marketing

Bachelor of Science Emphasis in International Business

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41) (For College of Business requirements, see p. 143)	
First Year Making Connections Course:	Sem. Hrs.
BUSN 1003, First Year Experience Business	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: MATH 2143, Business Calculus with a "C" or better OR MATH 2194, Survey of Calculus OR MATH 2204, Calculus I ECON 2313, Principles of Macroeconomics COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
College of Business Core Courses:	Sem. Hrs.
(See Beginning of Business Section)	39
Major Requirements:	Sem. Hrs.
GSCM 3163, Supply Chain Management	3
MKTG 3023, Applied Research	3
MKTG 4043, Consumer Behavior	3
MKTG 4083, Marketing Research Design and Analysis	3
MKTG 4223, Marketing Management	3
Sub-total	15
Emphasis Area (International Business):	Sem. Hrs.
ECON/IB 4143, Export Policies & Procedures	3
FIN 3813, International Financial Management and Banking	3
GSCM 4133, International Logistics and Outsourcing	3
MGMT 4123, International Management	3
MKTG 4113, International Marketing	3
Select one of the following: CIT 4453, Global E-Commerce ECON 4103, International Trade ECON 4363, Global Environmental Policies IB 3013, Global Leadership Experience IB 4133, International Law IB 4283, Internship in International Business Studies Mgmt 2102, Social Impact Management	3
Sub-total	18
Electives:	Sem. Hrs.
Electives	10
Total Required Hours:	120

p. 298 Minor in International Studies

The Minor in International Studies aims to provide students from across the campus the opportunity to understand better in an interdisciplinary context some of the complexities of our global society. Particularly suited for students in History, Political Science, English, World Languages, and International Business, the minor draws on existing offerings in these and other departments, and also provides a forum for interdisciplinary seminars and specialized courses that focus on international issues.

NOTE: Certain courses from this list may be offered infrequently. Consult the Chair of the relevant department if you have questions on when a course will be offered.

Required Courses:

Any student who completes the necessary courses may declare this minor and have it appear on the transcript. Each Department which offers a course included in the minor will determine for its own majors whether courses taken for a student's minor can also count toward the major.

**Sem.
Hrs.****Select 12 hours from the following (no more than two courses may have the same prefix):**

ARTH 3053, Medieval and Renaissance Art and Architecture ARTH 3063, Baroque and Rococo Art and Architecture ARTH 3073, Nineteenth Century Art and Architecture
ARTH 430V, Studies in Art History

COMS 4253, Intercultural Communication
ECON/IB 4103, International Trade
ENG 3453, World Literature
ENG 3473, Contemporary Literature
ENG 3613, Introduction to Folklore
FIN/IB 3813, International Financial Mgmt and Banking GEOG 3603, World Regional Geography

GEOG 3643, Introduction to Cultural Geography GEOG 3663, Geography of Africa
GEOG 3703, Political Geography
GEOG/SOC 4223, Urban Geography

HIST 3013, Civilizations of Africa
HIST 3123, Latin America, The Colonial Period
HIST 3133, Latin America, The National Period
HIST 3223, Renaissance and Reformation Europe
HIST 3253, Modern Europe, 1750-1870
HIST 3273, The Age of Crisis: Europe, 1870 To Present HIST 3283, Society and Thought in Europe
HIST 3303, The Modern History of the Middle East
HIST 4113, Imperial Russia
HIST 4123, Soviet Russia
HIST 4133, History of Ancient China
HIST 4143, The Rise of Modern China
HIST 4213, History of England 55 BC to AD 1689
HIST 4223, History of Great Britain, 1688 To 1982
HIST 4273, History of Mexico
HIST 4593, Special Topics in World History

IB 3013, Global **Leadership Experience**

IB 4133, International Law
IB 4273, Special Problems
INST 4503, Special Topics
INST 4803, Independent Study
MGMT 4123, International Management
MKTG 4113, International Marketing
PHIL 3623, Eastern Philosophy
POSC 3203, Introduction to Comparative Politics
POSC 3213, African Political Systems
POSC 3223, European Political Systems
POSC 3303, Introduction to International Policies
POSC 4223, Middle Eastern Political Systems
POSC 4313, International Organization
POSC 4323, Foreign Policy Analysis
PSY 3613, Cultural Psychology
SOC 4263, Terrorism as a Social Movement
SOC 4273, World Population and Society
Other courses approved by International Studies Advisor

Code #

New Course Proposal Form

Undergraduate Curriculum Council

Graduate Council

New Course or Experimental Course (1-time offering) (Check one box)

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

ENTER DATE...

Department Curriculum Committee Chair

Kerry Tew 2/22/2018

Department Chair:

ENTER DATE...

COPE Chair (if applicable)

ENTER DATE...

Head of Unit (If applicable)

Matthew Hill 2/22/2018

College of Business Curriculum Committee Chair

ENTER DATE...

Undergraduate Curriculum Council Chair

Jim Washam 2/26/2018

College Dean

ENTER DATE...

Graduate Curriculum Committee Chair

ENTER DATE

General Education Committee Chair (If applicable)

ENTER DATE...

Vice Chancellor for Academic Affairs

1. Contact Person (Name, Email Address, Phone Number)

Kerry Tew, ktew@astate.edu, (870) 680-8147

2. Proposed Starting Term and Bulletin Year

Spring 2019

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9.*)

BUSN 1012

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

First Year Seminar in Business

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

Exploration of career path options in business to assist students in understanding qualities, skills, and abilities employers are seeking.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. Are there any prerequisites? NO
 - a. If yes, which ones?
Why or why not?
.Entry level course
- b. Is this course restricted to a specific major? NO
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

Spring semester only

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Course will be experiential learning

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

Standard letter grade

10. Is this course dual listed (undergraduate/graduate)?

NO

11. Is this course cross listed? (If it is, all course entries must be identical including course descriptions. It is important to check the course description of an existing course when adding a new cross listed course.)

NO

- a. If yes, please list the prefix and course number of cross listed course.
- b. Are these courses offered for equivalent credit?
Please explain.

12. Is this course in support of a new program? No

- a. If yes, what program?

13. Does this course replace a course being deleted? No

- a. If yes, what course?

14. Will this course be equivalent to a deleted course? No

- a. If yes, which course?

15. Has it been confirmed that this course number is available for use? YES

If no: Contact Registrar's Office for assistance.

16. Does this course affect another program? No

If yes, provide contact information from the Dean, Department Head, and/or Program Director whose area this affects.

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Week		
1	Introduction	Course Introduction, Description & Syllabus Review / “Why Business as a Major/Career?”
2	Critical Thinking	Critical Thinking Exercises & Group Discussion / “Career Exploration: Accounting”
3	Critical Thinking	Critical Thinking Exercises & Group Discussion / “Career Exploration: Business Administration”
4	Critical Thinking	Critical Thinking Exercises & Group Discussion / “Career Exploration: Business Technology”
5	Ethics	Ethics Exercise & Group Discussion / “Career Exploration: Computer Information Technology”
6	Ethics	Ethics in the Profession & Group Discussion / “Career Exploration: Economics”
7	Ethics	Ethics Exercise: Academic Integrity / “Career Exploration: Finance: Banking & Financial Management Emphasis”
8	Leadership	Leadership Exercise: Conflict with Civility / “Career Exploration: Certifications in Finance”
9	Leadership	Leadership Exercise: Common Purpose & Collaboration / “Career Exploration: Global Supply Chain Management”
10	Leadership	Leadership Exercise: Commitment & Becoming a Change Agent / “Career Exploration: Human Resource Management”
11	Soft Skills	What are Soft Skills & Why They Matter? Exercise & Discussion / “Career Exploration: International Business”
12	Soft Skills	Soft Skills Exercise: Professional Conduct in the Workplace / “Career Exploration: Management”
13	Soft Skills	Soft Skills in Social Media – LinkedIn / “Career Exploration: Marketing – Sales Emphasis”
14	Conclusion	Summarize major concepts addressed in course: Critical Thinking, Ethics, Leadership, Soft Skill & Career Exploration & Development

18. Special features (e.g. labs, exhibits, site visitations, etc.)
NONE

19. Department staffing and classroom/lab resources

Classroom should provide accessibility for small and large group discussions as well as experiential learning exercises.

- a. Will this require additional faculty, supplies, etc.?
No

20. Does this course require course fees? NO

If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

- a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Course will provide first year Business students with continued development in the areas of critical thinking, ethics, leadership and soft skills per the recommendation of accreditation group (AACSB). Course will serve as a continuation of BUSN 1003, offering a true full year first year curriculum program. First year Business students are in need of deeper learning and understanding of the four main concepts in this course. Additionally, students will explore business careers and recognize qualities skills and abilities that employers are seeking in students completing business degrees.

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

The College of Business' mission statement is to provide a high-quality management education to students by emphasizing such skills as leadership, technology, decision making and social responsibility. This course will provide students with a deeper engagement in leadership, decision making and the ethical issues around social responsibility.

c. Student population served.

First Year Business Students – approximately 120 per spring semester.

d. Rationale for the level of the course (lower, upper, or graduate).

As a continuation of BUSN 1003 (a lower level course), this will allow students a full "First Year Experience" extending the core concepts of BUSN 1003 and allowing a greater emphasis to be placed on leadership, decision making, and ethical responsibility. Additionally, students will explore business careers and recognize qualities skills and abilities that employers are seeking in students completing business degrees.

Assessment

University Outcomes

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

- a. Global Awareness b. Thinking Critically c. Information Literacy

Relationship with Current Program-Level Assessment Process

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

- The students will be able to demonstrate effective and professional oral communications in accordance with the College of Business Program-level Student Level Outcomes.
- The students will be sensitive to ethical issues when making decisions in accordance with the College of Business Program-level Student Level Outcomes.
- The students will use critical thinking skills to make decisions in accordance with the College of Business Program-level Student Level Outcomes.

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	demonstrate effective and professional oral communications
Assessment Measure	Presentations from traditional and online sections; CoB Oral Comm Rubric employed by CoB UGR Oral Communication GAT and faculty volunteers
Assessment Timetable	Every 3 years (Spring 2019)
Who is responsible for assessing and reporting on the results?	CoB UGR Oral Communication GAT and faculty volunteers

(Repeat if this new course will support additional program-level outcomes)

Program-Level Outcome 2 (from question #23)	be sensitive to ethical issues when making decisions
Assessment Measure	Essay assignments Legal Environment of Business – 2 sections evaluated using CoB Ethics Rubric
Assessment Timetable	Every 3 years (Spring 2019)
Who is responsible for assessing and reporting on the results?	CoB UGR Ethics GAT and faculty volunteers
Program-Level Outcome 3 (from question #23)	use critical thinking skills to make decisions

Assessment Measure	Faculty-developed common assignments in all sections of all core courses
Assessment Timetable	Every three years (Spring 2020)
Who is responsible for assessing and reporting on the results?	CoB Core Faculty, UGR Critical Thinking GAT

Course-Level Outcomes

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	Students should be able to utilize critical thinking skills and general knowledge to problem solve
Which learning activities are responsible for this outcome?	Active problem solving exercises through the use of experiential learning Small and large group discussion to have a deeper engagement with problem solving.
Assessment Measure	Direct measure: the students will be required to apply critical thinking skills in assignments identifying course themes: leadership, ethics, and soft skills. Also, pre and post tests on critical thinking skills

(Repeat if needed for additional outcomes)

Outcome 2	Students should be able to apply soft skills to real world scenarios
Which learning activities are responsible for this outcome?	Class Discussions Interactive Role Play
Assessment Measure	Direct measure: We will include 1 oral presentation where students will be assessed based on their effectiveness and professionalism of the presentation. Indirect measure: Peer feedback on student presentations and interactive role-play

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

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- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).
- Any new courses should be listed in blue bold italics using enlarged font (*blue bold italics using enlarged font*)

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

COLLEGE OF BUSINESS

The frequency of course offering is indicated following each course description. If not otherwise indicated, the course will be scheduled for each enrollment period. The university reserves the right to change course scheduling when circumstances dictate such changes.

Business (BUSN)

BUSN 1003.

First Year Experience Business

Required course for all first semester freshmen.

Course content is centered around the skills and knowledge needed to be a successful ASU student, including academic performance, problem solving, critical thinking, self management and group building skills, university policies and other relevant issues. Fall.

BUSN 1012

First Year Seminar in Business

Exploration of career path options in business to assist students in understanding qualities, skills, and abilities employers are seeking. Spring

BUSN 200V.

Business Internship I

Internship credit for students with a declared major in

the College of Business who have secured an internship directly related to that major while hav

- ing completed fewer than 60 hours. Prerequisite, Permission of Internship Director. Fall, Spring,

Summer.

BUSN 300V.

Business Internship II

Internship credit for students with a declared major in the College of Business who have secured an internship directly related to that major while hav

-
ing completed fewer than 12 upper level hours in their major. Prerequisites, Junior standing and permission of the Internship Director. Fall, Spring, Summer.

DEPARTMENT OF ACCOUNTING

Accounting (ACCT)

ACCT 2014.

Computerized Accounting Principles

Introduction to the accounting process

and the use of accounting software. Emphasis on the skills necessary to maintain a computerized set of accounting books and records for small business. Students should not enroll after receiving credit for ACCT 3003. Fall.

ACCT 2023.

Fundamental Accounting Concepts

Primary emphasis will be in developing an

understanding of the fundamental accounting concepts, with secondary emphasis on procedural mechanics. In addition, the student should develop an awareness of the language and environment of American business, an appreciation of accounting methodology, and skill in problem solving.

Open only to students not majoring in the College of Business. Fall, Spring.

ACCT 2033.

Introduction to Financial Accounting

Introduction to accounting and the accounting

cycle. Basic accounting and reporting for merchandising and service oriented business organiza

-
tions. Primary emphasis is on accounting principles applicable to measuring assets, liabilities, owners equity and income. Special measurement problems for partnerships and corporations.

Fall, Spring, Summer. (ACTS#: ACCT 2003)

ACCT 2043.

Tax Compliance

Federal and Arkansas individual income and payroll taxes,

as well as Arkansas sales taxes. Topics include record keeping, internal controls, and outputs of the payroll system. A student should not enroll in this course after receiving credit for ACCT 4013.

Prerequisite, ACCT 2014 with "C" or better. Spring.

ACCT 2133.

Introduction to Managerial Accounting

The course covers basic accounting and

reporting for manufacturing companies. The course is also devoted to managerial uses of account

-
ing data for the decision making function and to special accounting reports. Prerequisite, ACCT 2033 with a C or better. Fall, Spring, Summer. (ACTS#: ACCT 2013)

ACCT 3003.

Intermediate Accounting I

An in depth study of accounting statements, the ac

-
counting process, and inventory valuation procedures. Prerequisites, ACCT 2133, MATH 2143, STAT 3233, and CIT 1503; all with "C" or better. Fall, Spring, Summer.

Guide to ADHE Letter of Notifications

All documentation to be sent to ADHE must be submitted by the Office of Academic Affairs and Research (AAR), and must go through regular curriculum process. Please see the following specific curriculum forms created for changes requiring:

	Established form
LON 3 - NEW OPTION, CONCENTRATION, EMPHASIS	New_Emphasis_Concentration_or_Option_Proposal_Form
LON 5 - DELETION (Certificate, Degree, Option/Emphasis/Concentration, Organizational Unit)	Program_Emphasis_or_Minor_Deletion_Proposal_Form
LON 11 - RECONFIGURATION OF EXISTING DEGREE PROGRAMS (Consolidation or Separation of Degrees to Create New Degree)	Reconfig_Program_Proposal_Form
For all other LONs, please utilize this form. All other LONs are included in the following pages. A guide for LON selection is available below. Please select the one you require and delete the others, and submit this form through the regular curriculum process.	

	Guide to LON Selection	IMPORTANT NOTES
LON 1	NAME CHANGE OF EXISTING CERTIFICATE, DEGREE, MAJOR, OPTION OR ORGANIZATIONAL UNIT (No change in program curriculum, option/emphasis/concentration or organizational structure)	
LON 1-C	CIP CODE CHANGE REQUEST (No change in program curriculum)	Contact AAR prior to completing this paperwork.
LON 2	ESTABLISHMENT OF ADMINISTRATIVE UNIT (Center, Division or Institute not offering primary faculty appointments or certificate/degree programs)	Contact AAR prior to completing this paperwork.
LON 3	NEW OPTION, EMPHASIS or CONCENTRATION	Please fill out the appropriate Curriculum Proposal Form as outlined above. The LON is attached to this form.
LON 4	ESTABLISHMENT OF NEW ADMINISTRATIVE UNIT (Instruction, Research or Service Institute/Center fully supported by non-state funds)	Contact AAR prior to completing this paperwork.
LON 5	DELETION (Certificate, Degree, Option/Emphasis/Concentration, Organizational Unit)	Please fill out the appropriate Curriculum Proposal Form as outlined above. The LON is attached to this form.
LON 6	Inactive/Reactivate Program	Contact AAR prior to completing this paperwork.
LON 7	REORGANIZATION OF EXISTING ORGANIZATIONAL UNITS	Contact AAR prior to completing this paperwork.
LON 8	UNDERGRADUATE CERTIFICATE PROGRAM (6-21 semester credit hours)	
LON 9	UNDERGRADUATE CERTIFICATE PROGRAM (21-45 semester credit hours) (75 percent of the coursework currently offered in existing associate or bachelor's degree program)	
LON 10	GRADUATE CERTIFICATE PROGRAM (12-21 semester credit hours)	
LON 11	RECONFIGURATION OF EXISTING DEGREE PROGRAMS (Consolidation or Separation of Degrees to Create New Degree)	Please fill out the appropriate Curriculum Proposal Form as

		outlined above. The LON is attached to this form.
LON 11A	RECONFIGURATION OF EXISTING ASSOCIATE DEGREE PROGRAM (Associate of Arts/Associate of Science changed to Associate of Applied Science) [separate form required for each degree reconfiguration]	Contact AAR prior to completing this paperwork.
LON 11C	CURRICULUM REVISION OF EXISTING CERTIFICATE OR DEGREE PROGRAM	
LON 11D	PROGRAM RECONFIGURATION Existing Certificate/Degree Reconfigured To Create New Certificate/Degree Offered on Campus and/or by Distance Technology	
LON 11M	RECONFIGURATION OF EXISTING DEGREE PROGRAMS Modification to Create New Degree (75% of coursework from existing degree)	
LON 11R	REVISION OF EXISTING CERTIFICATE OR DEGREE PROGRAM (Act 747)	
LON 11T	RECONFIGURATION OF EXISTING DEGREE PROGRAMS FOR TRANSFER PURPOSES Associate of Arts (AA) or Associate of Applied Science (AAS) Reconfigured to create Associate of Science (AS) in designated field of study [A separate form is required for each degree reconfiguration]	Contact AAR prior to completing this paperwork.
LON 12	EXISTING CERTIFICATE or DEGREE PROGRAM OFFERED AT OFF-CAMPUS LOCATION	
LON 13	EXISTING CERTIFICATE or DEGREE OFFERED via DISTANCE TECHNOLOGY	

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

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- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

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Department of Psychology and Counseling

Professor Kris Biondolillo, Chair

Professors: *Hall, Jones, McGregor, Pearce, Saarnio, Yanowitz*

Associate Professors: *Davis, Khramtsova, Pimpleton-Gray*

Assistant Professors: *Campos, Curtis, Lee, Overley, Peters, Wilkinson*

Instructors: *Roland*

The Department of Psychology and Counseling is committed to serving the university, the profession, and the public by contributing to excellence in education, high professional standards for service delivery, and consumer advocacy. The department is also committed to research and scholarly activities to expand the academic knowledge base and to improve the quality of professional services.

The primary mission of the department is to teach basic principles underlying psychology as a behavioral science and to prepare graduate-level students

to become psychological-counseling professional service providers. At the baccalaureate level, there is a major and a minor in psychology, **a**

Certificate in Neuropsychological Testing, service courses for Professionally Emerging Teachers and other programs including general education. At the graduate level, the program prepares professional service personnel at the master and specialist degree levels as community and rehabilitation counselors, and educational and psychological examiners. The department also provides advanced educational psychology as a core course for MSE majors as Emerging Professionals.

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Department of Psychology and Counseling Minors **and Certificates** Minor in Psychology

Required Courses:

PSY 2013, Introduction to Psychology
Psychology elective
Upper-level Psychology electives
Total Required Hours:

Sem. Hrs.

3
3
15
21

Certificate in Neuropsychological Testing

This certificate will provide students with the basic coursework to eventually administer and score standardized psychological tests that they have been trained by a supervising licensed psychologist to conduct. Neuropsychology Technicians are supervised by a qualified psychologist who is a doctoral level psychologist licensed by the Arkansas Psychology Board to practice in the area of neuropsychology having supervision privileges also approved by the Board. A bachelor's degree from a regionally accredited institution, preferably with a major in psychology, is required. Passing grades of "C" in college courses in abnormal psychology, personality, psychological statistics, and psychological testing/tests and measurement are required by the Arkansas Psychology Board to become a technician.

Required Courses:	Sem. Hrs.
PSY 3103 Quantitative Methods for Behavioral Sciences	3
PSY 3101 Quantitative Methods Laboratory	1
PSY 4173 Psychometrics	3
PSY 4533 Abnormal Psychology	3
PSY 4553 Personality Theory	3
Total Required Hours:	13

LETTER OF NOTIFICATION – 8

UNDERGRADUATE CERTIFICATE PROGRAM (6-21 SEMESTER CREDIT HOURS)

1. Institution submitting request: Arkansas State University, Jonesboro
2. Contact person/title: Christopher Peters, Ph.D.; Assistant Professor of Psychology
3. Phone number/e-mail address: 870-972-2282/cpeters@astate.edu
4. Proposed effective date: Fall 2018
5. Name of proposed Undergraduate Certificate Program (Program must consist of 6-21 semester credit hours):
Certificate in Neuropsychological Testing
6. Proposed CIP Code:
7. Reason for proposed program implementation:

Neuropsychology technicians administer and score standardized psychological tests that they have been trained to conduct. Such technicians are formally trained and supervised by a qualified psychologist who is a doctoral level psychologist licensed by the Arkansas Psychology Board to practice in the area of neuropsychology having supervision privileges also approved by the Board. In Arkansas, these technicians must be registered with the Arkansas Psychology Board. A bachelor's degree from a regionally accredited institution, preferably with a major in psychology, is required. Passing grades of "C" in college courses in abnormal psychology, personality, psychological statistics, and psychological testing/tests and measurement are required by the Arkansas Psychology Board to become a technician.

Nondoctoral-level technicians are commonly employed under proper supervision as testing assistants with individuals possessing baccalaureate degrees being the standard for Arkansas. Job growth in this field has increased steadily since the 1960s when clinical neuropsychology became a separate subfield of clinical psychology. Use of neuropsychology technicians by clinical psychology service providers is projected to continue to rise, along with the essential trainings, duties, and responsibilities for technicians (for a review see Malek-Ahmadi, Erickson, Puente, Pliskin, & Rock, 2012). Employment prospects within Jonesboro and the State of Arkansas are strong. A Certificate in Neuropsychological Testing will educate students about this undergraduate degree-level career option. This certificate will also serve as a pipeline to employment for current psychology majors and nonmajors, as well as post-graduates, as the formal courses comprising this certificate are those required by the Arkansas Psychology Board.

8. Provide the following:
 - a. Curriculum outline - List of courses in new program – Underline required courses
 - PSY 3103. Quantitative Methods for Behavioral Sciences or equivalent psychological statistics course Introduction to basic statistical techniques and methodology applicable to research problems in the behavioral sciences. Prerequisite, MATH 1023 or a more advanced mathematics course. Prerequisite, MATH 1023 or MATH course that requires MATH 1023 as a prerequisite. Corequisite, PSY 3101.
 - PSY 3101. Quantitative Methods Laboratory or equivalent psychological statistics course associated with PSY 3103 Quantitative Methods for Behavioral Sciences. Two hours per week. Prerequisite, MATH 1023 or MATH course that requires MATH 1023 as a prerequisite. Corequisite, PSY 3103.
 - PSY 4173. Psychometrics or equivalent psychological testing course Principles underlying psychological measurement, including reliability, validity, item analysis, test dimensionality, and threats to psychometric quality. Prerequisites, PSY 3113; or instructor permission.
 - PSY 4533. Abnormal Psychology or equivalent abnormal psychology course An introduction to various psychological disorders, including their diagnostic criteria, risk factors, and characteristics

- according to the current Diagnostic and Statistical Manual of Mental Disorders. Prerequisites, PSY 2013; or instructor permission.
- PSY 4553. Personality Theory or equivalent personality course Overview of the major theoretical models of personality formation and expression, including psychodynamic, humanistic, and trait perspectives. Prerequisites, PSY 2013; or instructor permission.
- b. Total semester credit hours required for proposed program (Program range: 6-21 semester credit hours)
 - 13 semester credit hours
 - c. New courses and new course descriptions
 - All courses are currently offered within the Bachelor of Science Degree in Psychology at Arkansas State University-Jonesboro.
 - d. Program goals and objectives
 - The program's goal is for students to attain adequate knowledge of psychology specific to abnormal psychology, personality, statistics, and psychological testing. This would be demonstrated through passing grades ("C" or above) in the courses listed under 8.a., as required by the Arkansas Psychology Board.
 - In line with the Bachelor of Science in Psychology Program Level Student Learning Outcomes, the objective of this program is: Successful students will be able to apply psychological knowledge.
 - e. Expected student learning outcomes

The expected student learning outcomes will occur at the course-level.

 - PSY 3103. Quantitative Methods for Behavioral Sciences or equivalent psychological statistics course
 - understand and explain to others the statistical analyses in reports of behavioral and social science research
 - identify the appropriate statistical procedure for many basic research situations and to carry out the necessary computations
 - PSY 3101. Quantitative Methods Laboratory or equivalent psychological statistics course
 - enter data and conduct basic statistical operations and analyses with SPSS
 - understand and interpret basic statistical analyses
 - PSY 4173. Psychometrics or equivalent psychological testing course
 - explain and interpret major psychometric concepts including reliability, validity, and dimensionality
 - appraise and evaluate the published psychometric quality of psychological measures in research and applied contexts
 - analyze and inspect data from psychological measures for key indicators of psychometric quality
 - PSY 4533. Abnormal Psychology or equivalent abnormal psychology course
 - describe the role of psychology in addressing human problems, both individually and collectively
 - demonstrate knowledge and understanding of perspectives on the origin and treatment of abnormal behavior
 - PSY 4553. Personality Theory or equivalent personality course
 - explain, as well as compare and contrast, the major historical and psychological content of Freudian theory and the subsequent modifications made by later psychodynamic theorists
 - utilize and make use of the results of personality assessments and behavioral observations to create personality analyses of themselves and others
 - f. Documentation that program meets employer needs
 - Refer to the Arkansas Psychology Board's Rules & Regulations (Effective October 31, 2009), Subchapter 4—Regulation of Neuropsychology Technicians, 17-97-401. Technicians employed by psychologists—Supervision. <http://www.psychologyboard.arkansas.gov/law-and-regulations/> Regulations require:
 - a. a bachelor's degree from a regionally accredited institution, preferably with a major in psychology;
 - b. passing grades from instruction in Abnormal psychology, Personality, Psychological statistics, and Psychological testing;
 - c. passing grades of "C" in the letter grading system used for the courses listed in 8a.

d. nonpsychology majors have passing grades of "C" in the courses listed in 8a.

- g. Student demand (projected enrollment) for proposed program
- The Bachelor of Science Degree in psychology at Arkansas State University-Jonesboro serves over 250 majors and several hundred non-majors. The courses comprising this certificate are already popular among psychology majors and students seeking to enter occupational therapy, physical therapy, counseling and other related medical and mental health fields. At least four students within recent years have entered the local workforce as Neuropsychological Technicians. With the promotion of this new certificate program through academic advising and other avenues, the number of students selecting these course options is expected to increase.
- h. Program approval letter from licensure/certification entity, if required
- Not applicable
- i. Name of institutions offering similar programs and the institution(s) used as model to develop proposed program
- None known
- j. Scheduled program review date (within 10 years of program implementation)
- The next date of our B.S. in Psychology Program Review in 2025

9. Institutional curriculum committee review/approval date:

10. Will this program be offered on-campus, off-campus, or via distance delivery? If yes, indicate mode of distance delivery. Mark *distance technology courses.

- On-campus

11. Identify off-campus location. Provide a copy of email notification to other institutions in the area of the proposed off-campus program offering.

12. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer:

Date:

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Letter of Notifications

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Wayne W. Wilkinson	2/26/2018
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Department Curriculum Committee Chair

	ENTER DATE
--	------------

COPE Chair (if applicable)

Kris Biondolillo 2/26/2018

Department Chair:

Mary Jane Bradley 3/1/2018

Head of Unit (If applicable)

Wayne W. Wilkinson 2/28/2018

College Curriculum Committee Chair

	ENTER DATE
--	------------

Undergraduate Curriculum Council Chair

Mary Jane Bradley 3/1/2018

College Dean

	ENTER DATE
--	------------

Graduate Curriculum Committee Chair

	ENTER DATE
--	------------

General Education Committee Chair (If applicable)

	ENTER DATE
--	------------

Vice Chancellor for Academic Affairs

If you require to fill out a Letter of Notification, please email curriculum@astate.edu or contact Academic Affairs and Research at (870) 972-2030 for guidance PRIOR TO submitting these through the curricular process.

1.Contact Person (Name, Email Address, Phone Number)
 Christopher Peters, PhD, cpeters@astate.edu, 870-972-2282

Guide to ADHE Letter of Notifications

All documentation to be sent to ADHE must be submitted by the Office of Academic Affairs and Research (AAR), and must go through regular curriculum process. Please see the following specific curriculum forms created for changes requiring:

	Established form
LON 3 - NEW OPTION, CONCENTRATION, EMPHASIS	New_Emphasis_Concentration_or_Option_Proposal_Form
LON 5 - DELETION (Certificate, Degree, Option/Emphasis/Concentration, Organizational Unit)	Program_Emphasis_or_Minor_Deletion_Proposal_Form
LON 11 - RECONFIGURATION OF EXISTING DEGREE PROGRAMS (Consolidation or Separation of Degrees to Create New Degree)	Reconfig_Program_Proposal_Form
For all other LONs, please utilize this form. All other LONs are included in the following pages. A guide for LON selection is available below. Please select the one you require and delete the others, and submit this form through the regular curriculum process.	

	Guide to LON Selection	IMPORTANT NOTES
LON 1	NAME CHANGE OF EXISTING CERTIFICATE, DEGREE, MAJOR, OPTION OR ORGANIZATIONAL UNIT (No change in program curriculum, option/emphasis/concentration or organizational structure)	
LON 1-C	CIP CODE CHANGE REQUEST (No change in program curriculum)	Contact AAR prior to completing this paperwork.
LON 2	ESTABLISHMENT OF ADMINISTRATIVE UNIT (Center, Division or Institute not offering primary faculty appointments or certificate/degree programs)	Contact AAR prior to completing this paperwork.
LON 3	NEW OPTION, EMPHASIS or CONCENTRATION	Please fill out the appropriate Curriculum Proposal Form as outlined above. The LON is attached to this form.
LON 4	ESTABLISHMENT OF NEW ADMINISTRATIVE UNIT (Instruction, Research or Service Institute/Center fully supported by non-state funds)	Contact AAR prior to completing this paperwork.
LON 5	DELETION (Certificate, Degree, Option/Emphasis/Concentration, Organizational Unit)	Please fill out the appropriate Curriculum Proposal Form as outlined above. The LON is attached to this form.
LON 6	Inactive/Reactivate Program	Contact AAR prior to completing this paperwork.
LON 7	REORGANIZATION OF EXISTING ORGANIZATIONAL UNITS	Contact AAR prior to completing this paperwork.
LON 8	UNDERGRADUATE CERTIFICATE PROGRAM (6-21 semester credit hours)	
LON 9	UNDERGRADUATE CERTIFICATE PROGRAM (21-45 semester credit hours) (75 percent of the coursework currently offered in existing associate or bachelor's degree program)	
LON 10	GRADUATE CERTIFICATE PROGRAM (12-21 semester credit hours)	
LON 11	RECONFIGURATION OF EXISTING DEGREE PROGRAMS (Consolidation or Separation of Degrees to Create New Degree)	Please fill out the appropriate Curriculum Proposal Form as

		outlined above. The LON is attached to this form.
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LON 11M	RECONFIGURATION OF EXISTING DEGREE PROGRAMS Modification to Create New Degree (75% of coursework from existing degree)	
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LON 13	EXISTING CERTIFICATE or DEGREE OFFERED via DISTANCE TECHNOLOGY	

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Department of Psychology and Counseling

Professor Kris Biondolillo, Chair

Professors: Hall, Jones, McGregor, Pearce, Saarnio, Yanowitz

Associate Professors: Davis, Khramtsova, Pimpleton-Gray

Assistant Professors: Campos, Curtis, Lee, Overley, Peters, Wilkinson

Instructors: Roland

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[Certificate in Neuropsychological Testing](#), service courses for Professionally Emerging Teachers and other programs including general education. At the graduate level, the program prepares professional service personnel at the master and specialist degree levels as community and rehabilitation counselors, and educational and psychological examiners. The department also provides advanced educational psychology as a core course for MSE majors as Emerging Professionals.

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Department of Psychology and Counseling Minors and Certificates

Minor in Psychology

Required Courses:

PSY 2013, Introduction to Psychology
Psychology elective
Upper-level Psychology electives
Total Required Hours:

Sem. Hrs.
3
3
15
21

Certificate in Neuropsychological Testing

This certificate, along with training by a supervising licensed psychologist, will prepare students to administer and score standardized psychological tests. Neuropsychology Technicians are supervised by a doctoral level psychologist who is licensed by the Arkansas Psychology Board to practice in the area of neuropsychology and has Board approved supervision privileges. A bachelor's degree from a regionally accredited institution, preferably with a major in psychology, is required. Passing grades of "C" in college courses in abnormal psychology, personality, psychological statistics, and psychological testing/tests and measurement are required by the Arkansas Psychology Board to become a technician.

Required Courses:	Sem. Hrs.
PSY 3103 Quantitative Methods for Behavioral Sciences	3
PSY 3101 Quantitative Methods Laboratory	1
PSY 4173 Psychometrics	3
PSY 4533 Abnormal Psychology	3
PSY 4553 Personality Theory	3
Total Required Hours:	13

LETTER OF NOTIFICATION – 8

UNDERGRADUATE CERTIFICATE PROGRAM (6-21 SEMESTER CREDIT HOURS)

1. Institution submitting request: Arkansas State University, Jonesboro
2. Contact person/title: Christopher Peters, Ph.D.; Assistant Professor of Psychology
3. Phone number/e-mail address: 870-972-2282/cpeters@astate.edu
4. Proposed effective date: Fall 2018
5. Name of proposed Undergraduate Certificate Program (Program must consist of 6-21 semester credit hours):
Certificate in Neuropsychological Testing
6. Proposed CIP Code:
7. Reason for proposed program implementation:

Neuropsychology technicians administer and score standardized psychological tests that they have been trained to conduct. Such technicians are formally trained and supervised by a qualified psychologist who is a doctoral level psychologist licensed by the Arkansas Psychology Board to practice in the area of neuropsychology having supervision privileges also approved by the Board. In Arkansas, these technicians must be registered with the Arkansas Psychology Board. A bachelor's degree from a regionally accredited institution, preferably with a major in psychology, is required. Passing grades of "C" in college courses in abnormal psychology, personality, psychological statistics, and psychological testing/tests and measurement are required by the Arkansas Psychology Board to become a technician.

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8. Provide the following:
 - a. Curriculum outline - List of courses in new program – Underline required courses
 - PSY 3103. Quantitative Methods for Behavioral Sciences or equivalent psychological statistics course Introduction to basic statistical techniques and methodology applicable to research problems in the behavioral sciences. Prerequisite, MATH 1023 or a more advanced mathematics course. Prerequisite, MATH 1023 or MATH course that requires MATH 1023 as a prerequisite. Corequisite, PSY 3101.
 - PSY 3101. Quantitative Methods Laboratory or equivalent psychological statistics course associated with PSY 3103 Quantitative Methods for Behavioral Sciences. Two hours per week. Prerequisite, MATH 1023 or MATH course that requires MATH 1023 as a prerequisite. Corequisite, PSY 3103.
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- according to the current Diagnostic and Statistical Manual of Mental Disorders. Prerequisites, PSY 2013; or instructor permission.
- PSY 4553. Personality Theory or equivalent personality course Overview of the major theoretical models of personality formation and expression, including psychodynamic, humanistic, and trait perspectives. Prerequisites, PSY 2013; or instructor permission.
- b. Total semester credit hours required for proposed program (Program range: 6-21 semester credit hours)
 - 13 semester credit hours
 - c. New courses and new course descriptions
 - All courses are currently offered within the Bachelor of Science Degree in Psychology at Arkansas State University-Jonesboro.
 - d. Program goals and objectives
 - The program's goal is for students to attain adequate knowledge of psychology specific to abnormal psychology, personality, statistics, and psychological testing. This would be demonstrated through passing grades ("C" or above) in the courses listed under 8.a., as required by the Arkansas Psychology Board.
 - In line with the Bachelor of Science in Psychology Program Level Student Learning Outcomes, the objective of this program is: Successful students will be able to apply psychological knowledge.
 - e. Expected student learning outcomes

The expected student learning outcomes will occur at the course-level.

 - PSY 3103. Quantitative Methods for Behavioral Sciences or equivalent psychological statistics course
 - understand and explain to others the statistical analyses in reports of behavioral and social science research
 - identify the appropriate statistical procedure for many basic research situations and to carry out the necessary computations
 - PSY 3101. Quantitative Methods Laboratory or equivalent psychological statistics course
 - enter data and conduct basic statistical operations and analyses with SPSS
 - understand and interpret basic statistical analyses
 - PSY 4173. Psychometrics or equivalent psychological testing course
 - explain and interpret major psychometric concepts including reliability, validity, and dimensionality
 - appraise and evaluate the published psychometric quality of psychological measures in research and applied contexts
 - analyze and inspect data from psychological measures for key indicators of psychometric quality
 - PSY 4533. Abnormal Psychology or equivalent abnormal psychology course
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 - demonstrate knowledge and understanding of perspectives on the origin and treatment of abnormal behavior
 - PSY 4553. Personality Theory or equivalent personality course
 - explain, as well as compare and contrast, the major historical and psychological content of Freudian theory and the subsequent modifications made by later psychodynamic theorists
 - utilize and make use of the results of personality assessments and behavioral observations to create personality analyses of themselves and others
 - f. Documentation that program meets employer needs
 - Refer to the Arkansas Psychology Board's Rules & Regulations (Effective October 31, 2009), Subchapter 4—Regulation of Neuropsychology Technicians, 17-97-401. Technicians employed by psychologists—Supervision. <http://www.psychologyboard.arkansas.gov/law-and-regulations/> Regulations require:
 - a. a bachelor's degree from a regionally accredited institution, preferably with a major in psychology;
 - b. passing grades from instruction in Abnormal psychology, Personality, Psychological statistics, and Psychological testing;
 - c. passing grades of "C" in the letter grading system used for the courses listed in 8a.

d. nonpsychology majors have passing grades of "C" in the courses listed in 8a.

- g. Student demand (projected enrollment) for proposed program
- The Bachelor of Science Degree in psychology at Arkansas State University-Jonesboro serves over 250 majors and several hundred non-majors. The courses comprising this certificate are already popular among psychology majors and students seeking to enter occupational therapy, physical therapy, counseling and other related medical and mental health fields. At least four students within recent years have entered the local workforce as Neuropsychological Technicians. With the promotion of this new certificate program through academic advising and other avenues, the number of students selecting these course options is expected to increase.
- h. Program approval letter from licensure/certification entity, if required
- Not applicable
- i. Name of institutions offering similar programs and the institution(s) used as model to develop proposed program
- None known
- j. Scheduled program review date (within 10 years of program implementation)
- The next date of our B.S. in Psychology Program Review in 2025

9. Institutional curriculum committee review/approval date:

10. Will this program be offered on-campus, off-campus, or via distance delivery? If yes, indicate mode of distance delivery. Mark *distance technology courses.

- On-campus

11. Identify off-campus location. Provide a copy of email notification to other institutions in the area of the proposed off-campus program offering.

12. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer:

Date:

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

New Course Proposal Form

Undergraduate Curriculum Council

Graduate Council

New Course or Experimental Course (1-time offering) (Check one box)

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Wayne W. Wilkinson Department Curriculum Committee Chair	3/8/2018	<input style="width: 100%; height: 20px;" type="text"/> COPE Chair (if applicable)	<input style="width: 100%; height: 20px;" type="text"/>
Kris Biondolillo Department Chair:	3/9/2018	<input style="width: 100%; height: 20px;" type="text"/> Head of Unit (If applicable)	<input style="width: 100%; height: 20px;" type="text"/>
Wayne W. Wilkinson College Curriculum Committee Chair	3/30/2018	<input style="width: 100%; height: 20px;" type="text"/> Undergraduate Curriculum Council Chair	<input style="width: 100%; height: 20px;" type="text"/>
Lance G. Bryant College Dean	3/30/2018	<input style="width: 100%; height: 20px;" type="text"/> Graduate Curriculum Committee Chair	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/> General Education Committee Chair (If applicable)	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/> Vice Chancellor for Academic Affairs	<input style="width: 100%; height: 20px;" type="text"/>

1. Contact Person (Name, Email Address, Phone Number)
 Dr. Sharon J. Davis, sharondavis@astate.edu, 972-3190

2. Proposed Starting Term and Bulletin Year
 Fall 2018 (Bulletin Year 2018-2019)

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9.*)
 COUN 3283

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Introduction to Substance Use Disorders
Short title: Intro Substance Use Disorders

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

An overview of Substance Related and Addictive Disorders, including various models of conceptualizing substance use disorders, prevention approaches, evidence-based treatments, and the impact of family and culture from a counseling perspective.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. Are there any prerequisites? NO
 - a. If yes, which ones?
 - b. Why or why not?

- b. Is this course restricted to a specific major? NO
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*
Summer

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Lecture

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])
Standard letter

10. Is this course dual listed (undergraduate/graduate)? NO

11. Is this course cross listed? NO

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. Is this course in support of a new program? YES

- a. If yes, what program?
Certificate Program in helping professions to be proposed fall 2018

13. Does this course replace a course being deleted?

- a. If yes, what course?
NO

14. Will this course be equivalent to a deleted course?

- a. If yes, which course?
NO

15. Has it been confirmed that this course number is available for use? YES

If no: Contact Registrar's Office for assistance.

16. Does this course affect another program?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

NO

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Tentative Schedule of Topics and Assignments

(Topic dates are subject to change)

<u>Date</u>	<u>Topic</u>	<u>Reading</u>
Week 1	Overview and History of SUD	Hanson et al., Chs 2&3
Week 2	How and why drugs work	Hanson et al., Ch 5
Week 3	Types of drugs & their effects	Blackboard PowerPoint
Week 4	Intro to Evidence-based Practices	Thombs Ch. 1
Week 5	Models of SUD	Thombs Ch. 2
Week 6	Assessing SUD	Capuzzi & Stauffer, Ch 4
Week 7	Alcoholics Anonymous	Blackboard PowerPoint
Week 8	Prevention Approaches	Thombs Ch. 3
Week 9	Understanding Co-occurring Disorders	Thombs Ch. 4
Week 10	Blackboard Discussion	
Week 11	Conditioning Approaches	Thombs Ch. 6
Week 12	Cognitive Models	Thombs Ch. 7
Week 13	The Family System	Thombs Ch. 8
Week 14	Social and Cultural Influences	Thombs Ch. 9
Week 15	Changing Addictive Behavior	Thombs Ch. 10
Week 16	Finals Exam	

18. Special features (e.g. labs, exhibits, site visitations, etc.)
NONE

19. Department staffing and classroom/lab resources
Regular Classroom Only

- a. Will this require additional faculty, supplies, etc.?
NO

20. Does this course require course fees? NO

If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

- a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Currently, the psychology and counseling department does not offer an undergraduate course in alcohol and drugs. Students from this department often go to work in fields where they come into contact with individuals with substance use disorders and this course will prepare them to work with this population. Specifically, this course will provide an overview of the etiology and cultural impact of substance use disorders and will familiarize students with case management for persons with substance use disorders.

- b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

Arkansas State University aims to educate leaders, enhance intellectual growth, and enrich lives. Congruent with this global goal, the mission of the Clinical Mental Health Counseling program is to prepare students to become culturally competent counselors with a strong professional identity who lead through service and advocacy and can effectively work with diverse populations in various settings including community and social service agencies, school-based settings, in-patient facilities and private practices This course fits with this mission by training undergraduate students to serve as qualified paraprofessionals working alongside graduate trained counselors in the field, serving people with substance use disorders .

- c. Student population served.

Undergraduates

- d. Rationale for the level of the course (lower, upper, or graduate).

There currently is no undergraduate course on substance use in the Department of Psychology and Counseling. The Clinical Mental Health Counseling Program is developing a Certificate in Helping Professions which will be available to undergraduate students at Astate. This course will be offered as an elective for that Certificate.

Assessment

University Outcomes

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

- a. Global Awareness b. Thinking Critically c. Information Literacy

Relationship with Current Program-Level Assessment Process

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

1. Students will gain foundational knowledge and develop basic interpersonal communication skills appropriate for application in a variety of para-professional helping careers or entry into a graduate program in the helping professions.
2. Student will demonstrate an understanding of self-awareness, interpersonal and group interactions, and mental health issues from a multicultural, wellness-focused, and developmental perspective.

This course is intended to address objective #1.

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

This section will be completed during the process of proposing the undergraduate Certificate in Helping Professions (to be completed in Fall 2018).

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Course-Level Outcome 1	Students will understand the etiology and cultural impact of substance use disorders
Assessment Measure	Direct: Midterm & Final Exams Indirect: In-Class Discussions; Blackboard Discussions
Assessment Timetable	Summer semester: Midterm & Finals Week

Who is responsible for assessing and reporting on the results?	Course Instructor
--	-------------------

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcome 2	Students will be able to create a case management plan for an individual with a substance use disorders.
Assessment Measure	Direct: Case Management Plan Indirect: In-Class Discussions;
Assessment Timetable	Summer semester: Weekly & at Finals Week
Who is responsible for assessing and reporting on the results?	Course Instructor

(Repeat if this new course will support additional program-level outcomes)

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  Format Painter, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

The bulletin can be accessed at <http://www.astate.edu/a/registrar/students/>

Teaching Internship (TIPE)

TIPE 4825. Physical Education Teaching Internship in the Secondary School Ten semester hours. Full semester teaching internship. Fall, Spring.

TIFE 4826. Physical Education Teaching Internship in the Secondary School Twelve semester hours. Full semester of teaching internship. Fall, Spring.

DEPARTMENT OF PSYCHOLOGY AND COUNSELING

Counseling (COUN)

COUN 3283, Introduction to Substance Use Disorders. An overview of Substance Related and Addictive Disorders, including various models of conceptualizing substance use disorders, prevention approaches, evidence-based treatments, and the impact of family and culture. Summer.

Psychology (PSY)

PSY 1013. Making Connections Psychological Wellness Required course for first semester freshmen. Core content includes transition to college, academic performance skills, problem solving, critical thinking, self management, group building skills, and university policies. Content related to the departmental majors is also included. Fall.

PSY 2013. Introduction to Psychology Study of the important scientific, principles of individual human behavior from biological, cognitive, social, and behavioral perspectives. Fall, Spring. (ACTS#: PSYC 1103)

PSY 2023. Psychology as a Science and a Profession An overview of psychology as a science and as a profession encompassing psychological research methods, an exploration of the major and skills required for successful completion, areas of specialization, careers in psychology, and post-graduate opportunities. Prerequisite, PSY 2013. Fall, Spring.

New Course Proposal Form

Undergraduate Curriculum Council

Graduate Council

<input checked="" type="checkbox"/> New Course or <input type="checkbox"/> Experimental Course (1-time offering) (Check one box)

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Wayne W. Wilkinson 3/8/2018
Department Curriculum Committee Chair

	ENTER DATE...

COPE Chair (if applicable)

Kris Biondolillo 3/9/2018
Department Chair:

	ENTER DATE...

Head of Unit (If applicable)

Wayne W. Wilkinson 3/30/2018
College Curriculum Committee Chair

	ENTER DATE...

Undergraduate Curriculum Council Chair

Lance G. Bryant 3/30/2018
College Dean

	ENTER DATE...

Graduate Curriculum Committee Chair

	ENTER DATE

General Education Committee Chair (If applicable)

	ENTER DATE...

Vice Chancellor for Academic Affairs

1. Contact Person (Name, Email Address, Phone Number)
Stephanie Gotay sgotay@astate.edu 870-972-3020

2. Proposed Starting Term and Bulletin Year
Fall 2018: (Bulletin Year 2018-2019)

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9.*)
COUN 3023

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Foundations of Counseling

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

Overview of the counseling profession, developmental history of the profession, career opportunities and specializations, professional identify development, theoretical approaches, legal and ethical issues, diversity/multicultural concerns, professional advocacy, and educational training and credentialing.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. Are there any prerequisites? **NO**
 - a. If yes, which ones?
 - b. Why or why not?

- b. Is this course restricted to a specific major? **NO**
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

FALL

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Lecture

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

Standard letter

10. Is this course dual listed (undergraduate/graduate)? **NO**

11. Is this course cross listed? **NO**

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. Is this course in support of a new program? **Yes, this course is intended to be part of an undergraduate Certificate in Helping Professions to be proposed in Fall 2018.**

- a. If yes, what program?

Certificate in Helping Professions to be proposed in Fall of 2018.

13. Does this course replace a course being deleted? **NO**

- a. If yes, what course?

14. Will this course be equivalent to a deleted course? **NO**

a. If yes, which course?

15. Has it been confirmed that this course number is available for use? **YES**

If no: Contact Registrar's Office for assistance.

16. Does this course affect another program? **NO**

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Tentative Schedule of Topics and Assignments

(Topic dates are subject to change)

<u>Week</u>	<u>TOPIC</u>	<u>READINGS</u>
Wk. 1	Introduction: What Counseling Is and How It Works	Kottler & Shepard - CH. 1
Wk. 2	Foundations of Counseling (brief history)	Kottler & Shepard - CH. 2
Wk. 3	Settings for Counselors (counseling specialties)	Kottler & Shepard - CH. 3
Wk. 4	The Therapeutic Relationship (qualities of the counseling relationship)	Kottler & Shepard - CH. 4
Wk. 5	Insight-Oriented Approaches (theories)	Kottler & Shepard - CH. 5
Wk. 6	Action-Oriented Approaches (theories)	Kottler & Shepard - CH. 6
Wk. 7	Integrating Theory and Counseling Skills (selecting a personal theoretical orientation) Midterm Exam	Kottler & Shepard - CH. 7
Wk. 8	Assessment, Testing, and the Diagnostic Process (types, ethical selection, using DSM-5)	Kottler & Shepard - CH. 8
Wk. 9	Group Counseling (techniques, benefits/risks, and considerations)	Kottler & Shepard - CH. 9
Wk. 10	Family, Couples, and Sex Counseling (theories and techniques)	Kottler & Shepard - CH. 10
Wk. 11	Career Counseling (benefits of assessment/career considerations in counseling)	Kottler & Shepard - CH. 11
Wk. 12	Neuroscience, Addictions Counseling, and Psychopharmacology (physiological response to medications)	Kottler & Shepard - CH. 12
Wk. 13	Counseling Diverse Clients (social and cultural issues)	Kottler & Shepard - CH. 13
Wk. 14	Ethical and Legal Issues & Credentialing (<i>American Counseling Association Code of Ethics</i> and Arkansas credentialing process) Toward Closure: Advice for the Passionately Committed Counseling Student (preparing for advanced degrees in counseling)	Kottler & Shepard - CH. 14 Kottler & Shepard - CH. 15

Kottler, J. A., & Shepard, D. S. (2015). *Introduction to counseling: Voices from the field* (8th ed.). Stamford, CT: Cengage Learning.

18. Special features (e.g. labs, exhibits, site visitations, etc.) **NONE**
19. Department staffing and classroom/lab resources **Regular Classroom Only**
a. Will this require additional faculty, supplies, etc.? **NO**

20. **NO** Does this course require course fees? **NO**

If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Currently, the Department of Psychology and Counseling does not offer an undergraduate course on the foundations and professional orientation of Counseling and related helping professions. Students from this department often go on to study in Counseling and related master's programs or enter occupations in fields where they work with other Mental Health professionals and individuals receiving clinical services. This course will prepare students to make educational decisions as they consider a variety of Counseling-career options. Should students decide to enter the Counseling-related workforce, this course will prepare them to work on multidisciplinary teams with other Counseling professionals in the delivery of Counseling and related services to clients. Specifically, during this course, learning outcomes will be measured by students' ability to: 1) Understand the history and professional issues associated with counseling; 2) Demonstrate knowledge of professional counselor identity development; 3) Understand basic theoretical counseling principles and theories; 4) Develop professional advocacy skills; and 5) Understand the roles and functions of counselors in various practice settings and on interdisciplinary treatment teams.

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

Arkansas State University aims to educate leaders, enhance intellectual growth, and enrich lives. The primary mission of the Department of Psychology and Counseling is to teach basic principles underlying psychology as a behavioral science and to prepare graduate-level students to become psychological-counseling professional service providers. Congruent with these global goals, the mission of the Clinical Mental Health Counseling program is to prepare students to become culturally competent counselors with a strong professional identity who lead through service and advocacy and can effectively work with diverse populations in various settings including community and social service agencies, school-based settings, and private practices. This course aligns with this mission by training undergraduate students to serve as qualified paraprofessionals in the following ways: (a) working alongside credentialed counselors in the delivery of mental health care and related services, (b) providing this services to diverse populations, and (c) advocating for both the profession and for people who have mental health diagnoses.

c. Student population served. **Undergraduates**

d. Rationale for the level of the course (lower, upper, or graduate).

There currently is no undergraduate course on Counseling as a profession offered in the Department of Psychology and Counseling. The Clinical Mental Health Counseling Program is developing an undergraduate Certificate in Helping Professions to be proposed in fall of 2018, which will be available to undergraduate students at A-State. This course will be offered as a requirement for that Certificate.

Assessment

University Outcomes

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

- a. Global Awareness b. Thinking Critically c. Information Literacy

Relationship with Current Program-Level Assessment Process

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

***NOTE: The learning outcomes below reflect the program expectations for the Certificate in Helping Professions to be proposed in the fall of 2018.**

The program-level learning outcomes for students enrolled in this course are:

- 1. Students will gain foundational knowledge and develop basic interpersonal communication skills appropriate for application in a variety of paraprofessional helping careers or entry into a graduate program in the helping professions.**
- 2. Students will demonstrate an understanding of self-awareness, interpersonal and group interactions, and on understanding mental health issues from a multicultural, wellness-focused, and developmental perspective.**

Assessments include exams, written assignments, and experiential activities.

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

This section will be completed during the process of proposing the undergraduate Certificate in Helping Professions (to be completed in Fall 2018).

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	Students will understand the history and professional issues associated with counseling
Which learning activities are responsible for this outcome?	Students will read assigned chapters and listen to course lecture on professional history, counseling associations, and professional issues.

Assessment Measure	1) Midterm Exam; and 2) Final Exam
--------------------	------------------------------------

(Repeat if needed for additional outcomes)

Outcome 2	Students will demonstrate knowledge of professional counselor identity development.
Which learning activities are responsible for this outcome?	Students will read assigned chapters, listen to course lectures, complete and understand career assessment results, and interview professional counseling guest speakers.
Assessment Measure	1) Self-Reflection Paper on Professional Counseling Guest Speakers

(Repeat if needed for additional outcomes)

Outcome 3	Students will understand basic theoretical counseling principles and theories.
Which learning activities are responsible for this outcome?	Students will read assigned chapters, listen to course lectures, and participate in classroom theoretical assessment activities.
Assessment Measure	1) Midterm Exam; and 2) Final Exam

(Repeat if needed for additional outcomes)

Outcome 4	Students will develop professional advocacy skills.
Which learning activities are responsible for this outcome?	Students will read assigned chapters, listen to course lectures, review advocacy intervention strategies, and develop promotional advocacy product/strategy.
Assessment Measure	1) Midterm Exam; 2) Final Exam; and 3) Advocacy in Action Project

(Repeat if needed for additional outcomes)

Outcome 5	Students will understand the roles and functions of counselors in various practice settings and on interdisciplinary treatment teams.
Which learning activities are responsible for this outcome?	Students will read assigned chapters, listen to course lectures, explore career requirements and responsibilities through O*Net, and interview professional guest speakers.
Assessment Measure	1) Self-Reflection and Counseling Career Exploration Paper; 2) Counseling Career Assessment Paper; and 3) Self-Reflection Paper on Professional Counseling Guest Speakers

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

DEPARTMENT OF PSYCHOLOGY AND COUNSELING

Counseling (COUN)

COUN 3023. Foundations of Counseling. Overview of the counseling profession, developmental history of the profession, career opportunities and specializations, professional identify development, theoretical approaches, legal and ethical issues, diversity/multicultural concerns, professional advocacy, and educational training and credentialing. Fall.

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Interpersonal Communication Skills for the Helping Professions
SHORT TITLE = Interpersonal Comm Skills

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

Experiential training in basic interpersonal helping skills necessary for effective communication in the helping professions.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. Are there any prerequisites? **NO**
 - a. If yes, which ones?
 - b. Why or why not?

- b. Is this course restricted to a specific major? **NO**
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*
Fall

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.
Lecture

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])
Standard letter

10. Is this course dual listed (undergraduate/graduate)? **NO**

11. Is this course cross listed? **NO**

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit? **NO**
Please explain.

12. Is this course in support of a new program? **YES**

a. If yes, what program?

Undergraduate Certificate in Helping Professions (to be proposed in Fall 2018)

13. Does this course replace a course being deleted?

a. If yes, what course?

NO

14. Will this course be equivalent to a deleted course?

a. If yes, which course?

NO

15. Has it been confirmed that this course number is available for use? **YES**

If no: Contact Registrar's Office for assistance.

16. Does this course affect another program?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

NO

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Week	Course Topics	Assignments Due
1	Overview of Course; Introductions; Review of Syllabus; Instructor Expectations	
2	Helping as a Personal Journey	Chapter 1 (Young, 2016)
3	The Therapeutic Relationship; Subtle Skills of Therapeutic Listening	Chapter 2 (Young, 2016)
4	Invitational Skills; Expressing Empathy and Unconditional Positive Regard	Chapter 3 (Young, 2016)
5	Reflecting Skills: Paraphrasing	Chapter 4 (Young, 2016)
6	Reflecting Skills: Reflecting Feelings	Chapter 5 (Young, 2016)
7	<i>Complete Practice Session Transcript #1</i> - Clinic rooms will be available for recording sessions during normal class time	
8	Advanced Reflecting Skills: Reflecting Meaning & Summarizing	Chapter 6 (Young, 2016)
9	Challenging Skills	Chapter 7 (Young, 2016)
10	Skills for Helping Someone Who is Different	Chapter 12 (Young, 2016)
11	<i>Complete Practice Session Transcript #2</i> - Clinic rooms will be available for recording sessions during normal class time	
12	Student Presentations	
13	Student Presentations	
14	Course Wrap-Up; Final Reflection Papers Due	

18. Special features (e.g. labs, exhibits, site visitations, etc.)
NONE

19. Department staffing and classroom/lab resources

Regular Classroom/Seminar Room and Counseling Clinic Laboratory Space

- a. Will this require additional faculty, supplies, etc.?

NO

20. Does this course require course fees? **NO**

If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

- a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Currently, the Department of Psychology and Counseling does not offer an undergraduate course on interpersonal communication skills. Students from this department often go to work in helping professions or other career where communication is vital to their success. Specifically, successful students in the course will be able to: (1) Recognize, describe, and demonstrate specific skills fundamental to helping relationships including, (a) invitational skills including empathy and positive regard; (b) reflection of content, feelings, and meaning; (c) summarization skills; and (d) challenging skills, and (2) apply course material and skills to personal and/or professional experiences.

- b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

Arkansas State University aims to educate leaders, enhance intellectual growth, and enrich lives. The primary mission of the Department of Psychology and Counseling is to teach basic principles underlying psychology as a behavioral science and to prepare graduate-level students to become psychological-counseling professional service providers. Congruent with these global goals, the mission of the Clinical Mental Health Counseling program is to prepare students to become culturally competent counselors with a strong professional identity who lead through service and advocacy and can effectively work with diverse populations in various settings including community and social service agencies, school-based settings, in-patient facilities and private practices. This course aligns with this mission by training undergraduate students to serve as qualified paraprofessionals working alongside graduate trained counselors in the delivery of mental health care and related services to diverse populations and to advocate for the profession and for people who have mental health diagnoses.

- c. Student population served.

Undergraduates

- d. Rationale for the level of the course (lower, upper, or graduate).

Currently, there is no undergraduate course on interpersonal communication skills in the Department of Psychology and Counseling. The Clinical Mental Health Counseling Program is in the process of developing an undergraduate Certificate in Helping Professions (to be proposed in Fall 2018) which will be available to undergraduate students who are interested in pursuing bachelor level employment in human services or those considering graduate level coursework in a mental health profession. This course will be offered as a requirement for the undergraduate Certificate.

Assessment

University Outcomes

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

- a. Global Awareness b. Thinking Critically c. Information Literacy

Relationship with Current Program-Level Assessment Process

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

The Clinical Mental Health Counseling Program is in the process of developing an undergraduate Certificate in Helping Professions (to be proposed in Fall 2018), which will be available to undergraduate students who are interested in pursuing bachelor level employment in human services or those considering graduate level coursework in a mental health profession. This certificate program will have two program objectives:

- 1. Students will gain foundational knowledge and develop basic interpersonal communication skills appropriate for application in a variety of para-professional helping careers or entry into a graduate program in the helping professions.**
- 2. Student will demonstrate an understanding of self-awareness, interpersonal and group interactions, and mental health issues from a multicultural, wellness-focused, and developmental perspective.**

This course is intended to address objective #1.

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

This section will be completed during the process of proposing the undergraduate Certificate in Helping Professions (to be completed in Fall 2018).

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	Recognize, describe, and demonstrate specific skills fundamental to helping relationships including: (a) invitational skills including empathy and positive regard; (b) reflection of content, feelings, and meaning; (c) summarization skills; and (d) challenging skills.
Which learning activities are responsible for this outcome?	Students will be assigned weekly readings exploring each of the helping skills. Students will participate in practice helping sessions with peers during class. Students will receive feedback from the instructor and peer observers regarding their use of communication skills.
Assessment Measure	Students will conduct and record two helping sessions with a classmate (midterm and final). Students will then transcribe and discuss their use of helping skills, labeling each of their responses during the sessions as helpful or in need of improvement.

(Repeat if needed for additional outcomes)

Outcome 2	Apply course material and skills to personal and/or professional experiences.
Which learning activities are responsible for this outcome?	Students will engage in weekly class discussion and journals entries exploring application of the course material.
Assessment Measure	Students will conduct an in-class presentation (at the end of the semester) demonstrating how they have integrated the course material into their personal and/or professional relationships.

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).
- Any new courses should be listed in blue bold italics using enlarged font (*blue bold italics using enlarged font*)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

Page 456 of 2017-2018 of Undergraduate Bulletin:

COUN 3203. Interpersonal Communication Skills for the Helping Professions. Experiential training in basic interpersonal helping skills necessary for effective communication in the helping professions. Fall

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

New Course Proposal Form

Undergraduate Curriculum Council

Graduate Council

New Course or Experimental Course (1-time offering) (Check one box)

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Wayne W. Wilkinson Department Curriculum Committee Chair	3/8/2018		ENTER DATE...
		COPE Chair (if applicable)	
Kris Biondolillo Department Chair:	3/9/2018		ENTER DATE...
		Head of Unit (If applicable)	
Wayne W. Wilkinson College Curriculum Committee Chair	3/30/2018		ENTER DATE...
		Undergraduate Curriculum Council Chair	
Lance G. Bryant College Dean	3/30/2018		ENTER DATE...
		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE...
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1. Contact Person (Name, Email Address, Phone Number)
Stephanie Gotay sgotay@astate.edu 870-972-3020

2. Proposed Starting Term and Bulletin Year
Spring 2019: (Bulletin Year 2018-2019)

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9.*)
COUN 4183

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Grief, Loss, and Self Care for Helping Professionals (Short Title: Grief Loss and Self Care)

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

An overview of the mourning process, normal and complicated grief, contextual influences on grief responses, burnout/compassion fatigue, and self-care strategies for helping professionals.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. Are there any prerequisites? **NO**
 - a. If yes, which ones?
 - b. Why or why not?
- b. Is this course restricted to a specific major? **NO**
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

SPRING

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Lecture

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

Standard letter

10. Is this course dual listed (undergraduate/graduate)? **NO**

11. Is this course cross listed? **NO**

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. Is this course in support of a new program? **Yes, this course is intended to be part of an undergraduate Certificate in Helping Professions to be proposed in the fall of 2018.**

a. If yes, what program?

Certificate in Helping Professions to be proposed in fall of 2018.

13. Does this course replace a course being deleted? **NO**

a. If yes, what course?

14. Will this course be equivalent to a deleted course? **NO**

a. If yes, which course?

15. Has it been confirmed that this course number is available for use? **YES**

If no: Contact Registrar's Office for assistance.

16. Does this course affect another program? **NO**

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Tentative Schedule of Topics and Assignments (Topic dates are subject to change)

<u>Week</u>	<u>TOPIC</u>	<u>READINGS</u>
Wk. 1	Ch. 1 - Introduction to Grief and Loss	Walsh (2012)
Wk. 2	Ch. 2 – Symbolic Loss	Walsh (2012)
Wk. 3	Ch. 4 - Loss and Grief Across the Life Span: Childhood and Adolescence	Walsh (2012)
	Ch. 5 – Loss and Grief Across the Life Span: Young and Middle Adulthood	
Wk. 4	Ch. 6 – Loss and Grief Across the Life Span: Older Adults	Walsh (2012)
	Ch. 7 – Normal and Complicated Grief	
Wk. 5	Ch. 8 - Cultural and Spiritual Influences	Walsh (2012)
Wk. 6	Ch. 9 – Grief in the Context of Anticipated Loss	Walsh (2012)
	Ch. 10 – What Can We do to Help Individuals and Families?	
Wk. 7	Ch. 11 – Helping Groups and Organizations	Walsh (2012)
	Ch. 12 – Communities and Traumatic Grief	
	MIDTERM EXAM	EXAM
Wk. 8	Ch. 3 – Self-Preparation and Self-Care for Professionals Encountering Loss and Grief	Walsh (2012)
Wk. 9	Ch. 13 – Self-Care: Sustaining Hope, Helpfulness, and Competence in Working with Grief	Skovholt & Trotter-Mathison (2016)
	Ch. 1 – Caring for Others vs. Self-Care: The Great Human Drama	
	Ch. 3 – The Cycle of Caring: Core of the Helping Professions	
Wk. 10	Ch. 6 – Hemorrhaging of the Caring Self: Burnout, Compassion Fatigue, Vicarious Trauma, Ambiguous Endings, and Professional Uncertainty	Skovholt & Trotter-Mathison (2016)
Wk. 11	Ch. 7 – What is human resilience?	Skovholt & Trotter-Mathison (2016)
Wk. 12	Ch. 8 – Sustaining the Professional Self	Skovholt & Trotter-Mathison (2016)
Wk. 13	Ch. 9 – Sustaining the Personal Self	Skovholt & Trotter-Mathison (2016)
Wk. 14	Ch. 12 – Burnout Prevention and Self-Care Strategies for Expert Practitioners	Skovholt & Trotter-Mathison (2016)

Skovholt, T. M., & Trotter-Mathison, M. (2016). *The resilient practitioner: Burnout and compassion fatigue prevention and self-care strategies for the helping professions* (3rd ed.). New York, NY: Routledge.

Walsh, K. (2012). *Grief and loss: Theories and skills for the helping professions* (2nd ed.). Upper Saddle River, NJ: Pearson.

18. Special features (e.g. labs, exhibits, site visitations, etc.)
NONE

19. Department staffing and classroom/lab resources
Regular Classroom Only

a. Will this require additional faculty, supplies, etc.? **NO**

20. **NO** Does this course require course fees? **NO**

If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Currently, the psychology and counseling department does not offer an undergraduate course on grief and loss or on professional self-care. Students from this department enter employment positions where they work with counseling professionals and individuals receiving counseling services. This course will prepare students to effectively respond to grief and loss and to increase professional resilience in care-giving work that is known to have high rates of compassion fatigue and burnout. Specifically, during this course, learning outcomes will be measured by students' ability to: 1) Understand the process of grief, loss, and mourning across the lifespan; 2) Identify helpful and unhelpful responses to grief, loss, and mourning; 3) Recognize the influence of context and culture on individuals' grief/loss experiences; 4) Identify sources of stress, compassion fatigue and burnout; and 5) Develop strategies to reduce compassion fatigue and burnout.

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

Arkansas State University aims to educate leaders, enhance intellectual growth, and enrich lives. The primary mission of the Department of Psychology and Counseling is to teach basic principles underlying psychology as a behavioral science and to prepare graduate-level students to become psychological-counseling professional service providers. Congruent with these global goals, the mission of the Clinical Mental Health Counseling program is to prepare students to become culturally competent counselors with a strong professional identity who lead through service and advocacy and can effectively work with diverse populations in various settings including community and social service agencies, school-based settings, and private practices. This course aligns with this mission by training undergraduate students to serve as qualified paraprofessionals working alongside graduate trained counselors and other helping professionals in the delivery of mental health care and related services to diverse populations in response to grief and loss and to implement self-care strategies to reduce compassion fatigue and burnout.

c. Student population served.

UNDERGRADUATES

d. Rationale for the level of the course (lower, upper, or graduate).

There currently is no undergraduate courses on grief and loss or self-care for helping professionals offered in the Department of Psychology and Counseling. The Clinical Mental Health Counseling Program is developing a Certificate in Helping Professions, which will be available to undergraduate students at A-State. This course will be offered as a requirement for that Certificate. This course is a 4000 level course because the significance of professional self-care strategies can be better understood after foundational career knowledge is acquired.

Assessment

University Outcomes

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

- a. Global Awareness b. Thinking Critically c. Information Literacy

Relationship with Current Program-Level Assessment Process

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

***NOTE: The learning outcomes below reflect the program expectations for the Certificate in Helping Professions to be proposed in the fall of 2018.**

***The program-level learning outcomes for students enrolled in this course are:**

- 1. Students will gain foundational knowledge and develop basic interpersonal communication skills appropriate for application in a variety of paraprofessional helping careers or entry into a graduate program in the helping professions.**
- 2. Students will demonstrate an understanding of self-awareness, interpersonal and group interactions, and an understanding mental health issues from a multicultural, wellness-focused, and developmental perspective.**

Assessments include exams, written assignments, and experiential activities.

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

This section will be completed during the process of proposing the undergraduate Certificate in Helping Professions (to be completed in Fall 2018).

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	Understand the process of grief, loss, and mourning across the life span.
------------------	---

Which learning activities are responsible for this outcome?	Students will read assigned chapters and listen to course lecture on grief from childhood through older adults.
Assessment Measure	(DIRECT) Midterm and Final Exams; (INDIRECT) Personal Loss Lifeline Project

(Repeat if needed for additional outcomes)

Outcome 2	Identify helpful and unhelpful responses to grief, loss, and mourning.
Which learning activities are responsible for this outcome?	Students will read assigned chapters and listen to course lectures on helping individuals/families cope with grief/loss and access community resources/supports.
Assessment Measure	(DIRECT) Midterm and Final Exams (INDIRECT) 1) Personal Loss Lifeline Project; 2) Grief Interview: Exploring Diverse Mourning, and Grief Healing Practices

(Repeat if needed for additional outcomes)

Outcome 3	Recognize the influence of context and culture on individuals' grief/loss experiences.
Which learning activities are responsible for this outcome?	Students will read assigned chapters and listen to course lectures on cultural and spiritual grief and mourning practices/rituals.
Assessment Measure	(DIRECT) Midterm and Final Exams (INDIRECT) Grief Interview: Exploring Diverse Mourning and Grief Healing Practices

(Repeat if needed for additional outcomes)

Outcome 4	Identify sources of stress, compassion fatigue, and burnout.
Which learning activities are responsible for this outcome?	Students will read assigned chapters and listen to course lectures on stress, compassion fatigue, and burnout.
Assessment Measure	(DIRECT) Midterm and Final Exams (INDIRECT) Self-Care Assessment and Paper

(Repeat if needed for additional outcomes)

Outcome 5	Develop strategies to reduce compassion fatigue and burnout.
Which learning activities are responsible for this outcome?	Students will read assigned chapters and listen to course lectures on self-care strategies and stress management.
Assessment Measure	(DIRECT) Midterm and Final Exam (INDIRECT) Self-Care Practice and Reflective Journal

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

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***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

DEPARTMENT OF PSYCHOLOGY AND COUNSELING

Counseling (COUN)

COUN 4183. Grief, Loss, and Self-Care for Helping Professionals. An overview of the mourning process, normal and complicated grief, contextual influences on grief responses, burnout/compassion fatigue, and self-care strategies for helping professionals. Spring.

455

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Group Process in Helping Relationships

Short title= Group Process

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

An overview of group dynamics as related to helping professions, group process theories, and how they function from a theoretical perspective and through membership of a process group.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. Are there any prerequisites? **NO**
 - a. If yes, which ones?
 - b. Why or why not?
- b. Is this course restricted to a specific major? **NO**
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

SPRING

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Lecture

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

Standard letter

10. Is this course dual listed (undergraduate/graduate)? **NO**

11. Is this course cross listed? **NO**

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. Is this course in support of a new program? **Yes, this course is intended to be part of an undergraduate Certificate in Helping Professions to be proposed in Fall 2018.**

a. If yes, what program?

Certificate in Helping Professions to be proposed in Fall of 2018.

13. Does this course replace a course being deleted? **NO**

a. If yes, what course?

14. Will this course be equivalent to a deleted course? **NO**

a. If yes, which course?

15. Has it been confirmed that this course number is available for use? **YES**

If no: Contact Registrar's Office for assistance.

16. Does this course affect another program? **NO**

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Tentative Schedule of Topics and Assignments

(Topic dates are subject to change)

<u>Date</u>	<u>Topic</u>	<u>Reading</u>
Week 1		
-	Class 1: Introduction and Requirements	
-	Class 2: Introduction to Group Work	Corey, Corey, & Corey (2018) chapter 1
Week 2		
-	Class 3: The Group Leader/Counselor	Corey, Corey, & Corey (2018) chapter 2
-	Class 4: Ethical and Legal Issues in Group Counseling	Corey, Corey, & Corey (2018) chapter 3
Week 3		
-	Class 5: 1st Process Group meeting/ Quiz 1	
-	Class 6: Theories and Techniques of Group Counseling	Corey, Corey, & Corey (2018) chapter 4
Week 4		
-	Class 7: 2nd Process Group meeting	
-	Class 8: Theories and Techniques of Group Counseling/Quiz 2	Corey, Corey, & Corey (2018) chapter 4
Week 5		
-	Class 9: 3rd Process Group meeting	
-	Class 10: Forming a Group	Corey, Corey, & Corey (2018) chapter 5
Week 6		
-	Class 11: 4th Process Group meeting	
-	Class 12: Forming a Group	Corey, Corey, & Corey (2018) chapter 5
Week 7		
-	Class 13: 5th Process Group meeting/Quiz 3	
-	Class 14: Initial Stage of a Group	Corey, Corey, & Corey (2018) chapter 6
Week 8		
-	Class 15: 6th Process Group meeting	
-	Class 16: Initial Stage of a Group	Corey, Corey, & Corey (2018) chapter 6
Week 9		
-	Class 17: 7th Process Group meeting/ Quiz 4	

- **Class 18: Transition Stage of a Group** Corey, Corey, & Corey (2018) chapter 6

Week 10

- **Class 19: 7th Process Group meeting**
- **Class 20: Transition Stage of a Group** Corey, Corey, & Corey (2018) chapter 6

Week 11

- **Class 21: 8th Process Group meeting/ Quiz 5**
- **Class 22: Working Stage of a Group** Corey, Corey, & Corey (2018) chapter 7

Week 12

- **Class 23: 9th Process Group meeting**
- **Class 24: Working Stage of a Group** Corey, Corey, & Corey (2018) chapter 7

Week 13

- **Class 25: 10th Process Group meeting/ Quiz 6**
- **Class 26: Final Stage of a Group** Corey, Corey, & Corey (2018) chapter 8

Week 14

- **Class 27: 11th Process Group meeting**
- **Class 28: Final Stage of a Group/ Quiz 7** Corey, Corey, & Corey (2018) chapter 8

18. Special features (e.g. labs, exhibits, site visitations, etc.)
NONE

19. Department staffing and classroom/lab resources
Regular Classroom Only

- a. Will this require additional faculty, supplies, etc.?
NO

20. Does this course require course fees? **NO**
If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

- a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Currently, the psychology and counseling department does not offer an undergraduate course in group processes. Students from this department often go to work in fields where they are required to facilitate groups and have little to no experience on how to lead this process. In addition, students will go into a graduate program that requires ample group experience to complete the graduate degree and this course can provide a well-rounded base of

understanding. The purpose of this course will provide students with an opportunity to develop a better understanding of group, how they work, what it takes to lead them, and experience personally how a group works.

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

Arkansas State University aims to educate leaders, enhance intellectual growth, and enrich lives. Congruent with this global goal, the mission of the Clinical Mental Health Counseling program is to prepare students to become culturally competent counselors with a strong professional identity who lead through service and advocacy and can effectively work with diverse populations in various settings including community and social service agencies, school-based settings, in-patient facilities and private practices This course fits with this mission by training undergraduate students to serve as qualified paraprofessionals and other helping professions working within a group setting and prepares those who choose to go on to a graduate level clinical program.

c. Student population served.

Undergraduates

d. Rationale for the level of the course (lower, upper, or graduate).

There currently is no undergraduate course on group processes in the Department of Psychology and Counseling. The Clinical Mental Health Counseling Program is developing a Certificate in Helping Professions which will be available to undergraduate students at Arkansas State University. This course will be offered as a requirement for that Certificate.

Assessment

University Outcomes

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

- a. Global Awareness b. Thinking Critically c. Information Literacy

Relationship with Current Program-Level Assessment Process

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

***NOTE: The learning outcomes below reflect the program expectations for the Certificate in Helping Professions to be proposed in the fall of 2018.**

The program-level learning outcomes for students enrolled in this course are:

- 1. Students will gain foundational knowledge and develop basic interpersonal communication skills appropriate for application in a variety of paraprofessional helping careers or entry into a graduate program in the helping professions.**
- 2. Students will demonstrate an understanding of self-awareness, interpersonal and group interactions, and an understanding of mental health issues from a multicultural, wellness-focused, and developmental perspective.**

This course is meant to address objective #2

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

This section will be completed during the process of proposing the undergraduate Certificate in Helping Professions (to be completed in Fall 2018).

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	Students will understand the various stages and functions within the group process.
Which learning activities are responsible for this outcome?	Students will be assigned readings to explore the use of group interactions in mental health profession. Students will participate in class discussions of assigned readings and group participation process as it is applied to mental health professions. Students will participate in a process group to gain first hand exposure and experience with the group process.
Assessment Measure	Students will complete seven quizzes throughout the semester for a grade over the readings and class discussions. Students are required to write a final reaction paper synthesizing their experience as a group member with what they learned through readings and class discussions.

(Repeat if needed for additional outcomes)

Outcome 2	Students will be able to identify and understand ethical and legal issues in relation to leading and participating in groups.
Which learning activities are responsible for this outcome?	Students will be assigned readings to explore the use of group interactions in mental health profession. Students will participate in class discussions of assigned readings and group participation process as it is applied to mental health professions.
Assessment Measure	Students will complete seven quizzes throughout the semester for a grade over the readings and class discussions.

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

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Please visit <https://youtu.be/yjdL2n4IZm4> for more detailed instructions.

DEPARTMENT OF PSYCHOLOGY AND COUNSELING

Counseling (COUN)

COUN 3123. Group Process in Helping Relationships. An overview of group dynamics as related to helping professions, group process theories, and how they function from a theoretical perspective and through membership of a process group. Spring.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

New Course Proposal Form

Undergraduate Curriculum Council

Graduate Council

New Course or Experimental Course (1-time offering) (Check one box)

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Wayne W. Wilkinson Department Curriculum Committee Chair	3/8/2018	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> COPE Chair (if applicable)	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> ENTER DATE...
Kris Biondolillo Department Chair:	3/9/2018	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> Head of Unit (If applicable)	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> ENTER DATE...
Wayne W. Wilkinson College Curriculum Committee Chair	3/30/2018	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> Undergraduate Curriculum Council Chair	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> ENTER DATE...
Lance G. Bryant College Dean	3/30/2018	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> Graduate Curriculum Committee Chair	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> ENTER DATE...
<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> General Education Committee Chair (If applicable)	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> ENTER DATE	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> Vice Chancellor for Academic Affairs	<div style="border: 1px solid gray; background-color: #cccccc; height: 20px; margin-bottom: 2px;"></div> ENTER DATE...

1. Contact Person (Name, Email Address, Phone Number)

Dr. Lacy C. Overley, lcrumrine@astate.edu, (870)680-4843

2. Proposed Starting Term and Bulletin Year

Fall 2018: (Bulletin Year 2018-2019)

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9.*)

COUN 3033

4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Multicultural Issues in the Helping Professions

Short title= Multicultural Issues

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

Overview of diverse cultures and their influence on identity development and worldview, and inter/intrapersonal understanding of interacting with diverse individuals for the helping professions. Fall.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. Are there any prerequisites? **NO**
 - a. If yes, which ones?
 - b. Why or why not?

- b. Is this course restricted to a specific major? **NO**
 - a. If yes, which major?

7. Course frequency (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

FALL

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Lecture

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

Standard letter

10. Is this course dual listed (undergraduate/graduate)? **NO**

11. Is this course cross listed? **NO**

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. Is this course in support of a new program? **Yes, this course is intended to be part of an undergraduate Certificate in Helping Professions to be proposed in Fall 2018.**

a. If yes, what program?

Certificate in Helping Professions to be proposed in Fall of 2018.

13. Does this course replace a course being deleted? **NO**

a. If yes, what course?

14. Will this course be equivalent to a deleted course? **NO**

a. If yes, which course?

15. Has it been confirmed that this course number is available for use? **YES**

If no: Contact Registrar's Office for assistance.

16. Does this course affect another program? **NO**

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

Course Details

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Tentative Schedule of Topics and Assignments

(Topic dates are subject to change)

<u>Date</u>	<u>Topic</u>	<u>Reading</u>
Week 1		
-	Class 1: Introduction & Class Requirements	
-	Class 2: What It Means to be Culturally Competent	Diller (2015)- Chapter 1 & 2
Week 2		
-	Class 3: Working with Culturally Diverse Individuals	Diller (2015)- Chapter 3
-	Class 4: Understanding Racism, Prejudice, & White Privilege	Diller (2015)- Chapter 4
Week 3		
-	Class 5: Current Social Issue/Event Presentation	
-	Class 6: Current Social Issue/Event Presentation	
Week 4		
-	Class 7: Understanding Culture & Cultural Differences	Diller (2015)- Chapter 5
-	Class 8: Quiz 1	
Week 5		
-	Class 9: Working with Latino/a Clients	Diller (2015)- Chapter 11
-	Class 10: Working with Natives/Indigenous People	Diller (2015)- Chapter 12
Week 6		
-	Class 11: Working with African American Clients	Diller (2015)- Chapter 13
-	Class 12: Working with Asian American Clients	Diller (2015)- Chapter 14
Week 7		
-	Class 13: Working with Arab and Muslim American Clients	Diller (2015)- Chapter 15
-	Class 14: Culturally Diverse Card activity discussion	
Week 8		
-	Class 15: Working with South Asian American Clients	Diller (2015)- Chapter 16
-	Class 16: Quiz 2	
Week 9		
-	Class 17: Bias in Service Delivery	Diller (2015)- Chapter 8

- Class 18: Working with White Ethnic Clients

Diller (2015)- Chapter17

Week 10

- Class 19: Working with Culturally Diverse Parents & Families
- Class 20: Culturally Sensitive Treatment with Children

Diller (2015)- Chapter 6

Diller (2015)- Chapter 7

Week 11

- Class 21: Mental Health Issues
- Class 22: Treating Victims of Ethnic Conflict, Genocide, & Mass Violence

Diller (2015)- Chapter 9

Diller (2015)- Chapter 10

Week 12

- Class 23: In-class Activities
- Class 24: Quiz 3

Week13

- Class 25: Service learning project Presentation
- Class 26: Service learning project Presentation

Week 14

- Class 27: Cultural Immersion Group Project Presentation
- Class 28: Cultural Immersion Group Project Presentation

18. Special features (e.g. labs, exhibits, site visitations, etc.)

NONE

19. Department staffing and classroom/lab resources

Regular Classroom Only

- a. Will this require additional faculty, supplies, etc.?

NO

20. Does this course require course fees? **NO**

If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.

Course Justification

21. Justification for course being included in program. Must include:

- a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Currently, the psychology and counseling department does not offer an undergraduate course in diversity awareness. Students from this department often go to work in fields where they come into contact with individuals from different cultures and backgrounds. The purpose of this course will be to prepare students to work and interact with diverse individuals. Specifically, this course will provide students with an opportunity to explore different cultures in numerous contexts, develop a better understanding of the role culture plays in relationships and day-to-day interactions, and how their own interactions in helping professions can be tailored when working with individuals of a different culture than their own.

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

Arkansas State University aims to educate leaders, enhance intellectual growth, and enrich lives. Congruent with this global goal, the mission of the Clinical Mental Health Counseling program is to prepare students to become culturally competent counselors with a strong professional identity who lead through service and advocacy and can effectively work with diverse populations in various settings including community and social service agencies, school-based settings, in-patient facilities and private practices This course aligns with this mission by training undergraduate students to serve as qualified paraprofessionals and other helping professions working with diverse populations.

c. Student population served.

Undergraduates

d. Rationale for the level of the course (lower, upper, or graduate).

There currently is no undergraduate course on diversity awareness in the Department of Psychology and Counseling. The Clinical Mental Health Counseling Program is developing an undergraduate Certificate in Helping Professions to be proposed in fall of 2018, which will be available to undergraduate students at Arkansas State University. This course will be offered as a requirement for that Certificate.

Assessment

University Outcomes

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

- a. Global Awareness b. Thinking Critically c. Information Literacy

Relationship with Current Program-Level Assessment Process

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

***NOTE: The learning outcomes below reflect the program expectations for the Certificate in Helping Professions to be proposed in the fall of 2018.**

The program-level learning outcomes for students enrolled in this course are:

1. **Students will gain foundational knowledge and develop basic interpersonal communication skills appropriate for application in a variety of paraprofessional helping careers or entry into a graduate program in the helping professions.**
2. **Students will demonstrate an understanding of self-awareness, interpersonal and group interactions, and an understanding of mental health issues from a multicultural, wellness-focused, and developmental perspective.**

This course is meant to address objective #2

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

This section will be completed during the process of proposing the undergraduate Certificate in Helping Professions (to be completed in Fall 2018).

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	Students will understand the implications in eliminating biases, prejudices, processes of intentional and unintentional oppression and discrimination,
------------------	--

	internalized oppression and institutional racism, as well as historical and political climate.
Which learning activities are responsible for this outcome?	Students will be assigned weekly readings exploring the impact of cultural awareness and how to work with diverse populations from a multicultural mental health perspective. Students will participate in class discussions of assigned readings and experiential activities conducted in class that promote exploration of diversity and cultural awareness. Students will review current social issues and events happening in the current society and share what is learned with the class for discussion. Students will immerse themselves into a culture other than their own through a cultural immersion project.
Assessment Measure	Students will be graded on a written summary and presentation of a current social issue or event found through either an article or the news. Students will also demonstrate their understanding through three graded quizzes and a final throughout the semester, Students will partake in an activity that involves direct contact with a culturally different group. They will present and write a reflection about the experience for a grade.

(Repeat if needed for additional outcomes)

Outcome 2	Students will understand attitudes, beliefs, values and acculturative experiences, including specific experiential learning activities that are designed to foster students' understanding of self and culturally diverse clients.
Which learning activities are responsible for this outcome?	Students will be assigned weekly readings exploring the impact of cultural awareness and how to work with diverse populations from a multicultural mental health perspective. Students will participate in class discussions of assigned readings and experiential activities conducted in class that promote exploration of diversity and cultural awareness. Students will review current social issues and events happening in the current society and share what is learned with the class for discussion. Students will immerse themselves into a culture other than their own through a cultural immersion project. Students will volunteer in the community and share their experience through written expression and presentation.
Assessment Measure	Students will volunteer 6 hours to a service opportunity of their choice which they will present to the class and write about their experience through a proposal, handout, a formal write-up, a presentation, and their personal reflection. Students will also demonstrate their understanding through three graded quizzes and a final throughout the semester, Students will partake in an activity that involves direct contact with a culturally different group. They will present and write a reflection about the experience for a grade.

(Repeat if needed for additional outcomes)

Outcome 3	Students will demonstrate an understanding of multicultural and pluralistic trends, including characteristics and concerns between and within diverse groups nationally and internationally.
------------------	--

<p>Which learning activities are responsible for this outcome?</p>	<p>Students will be assigned weekly readings exploring the impact of cultural awareness and how to work with diverse populations from a multicultural mental health perspective.</p> <p>Students will participate in class discussions of assigned readings and experiential activities conducted in class that promote exploration of diversity and cultural awareness.</p> <p>Students will review current social issues and events happening in the current society and share what is learned with the class for discussion.</p> <p>Students will immerse themselves into a culture other than their own through a cultural immersion project.</p>
<p>Assessment Measure</p>	<p>Students will also demonstrate their understanding through three graded quizzes and a final throughout the semester, Students will partake in an activity that involves direct contact with a culturally different group. They will present and write a reflection about the experience for a grade.</p>

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

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- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

DEPARTMENT OF PSYCHOLOGY AND COUNSELING

Counseling (COUN)

COUN 3033. Multicultural Issues in the Helping Professions. Overview of diverse cultures and their influence on identity development and worldview, and inter/intrapersonal understanding of interacting with diverse individuals for the helping professions. Fall.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Po-Lin Pan 3/8/2018

Department Curriculum Committee Chair

ENTER DATE

COPE Chair (if applicable)

Marceline Hayes 3/8/18

Department Chair:

ENTER DATE

Head of Unit (If applicable)

Warren Johnson

4/12/2018

College Curriculum Committee Chair

ENTER DATE

Undergraduate Curriculum Council Chair

Gina Hogue

3/29/2018

College Dean

ENTER DATE

Graduate Curriculum Committee Chair

ENTER DATE

General Education Committee Chair (If applicable)

ENTER DATE

Vice Chancellor for Academic Affairs

1.Contact Person (Name, Email Address, Phone Number)

Po-Lin Pan, Dept. of Communication, ppan@astate.edu 870-972-2695

2.Proposed Change

Change title, description, and frequency of AD 4003 as follows:

Current:

Account Planning and Management This is an advanced course in strategic media and data analysis and the management of client/agency relationships. Spring.

New:

Account Planning Study of consumer insights that are strategically applied by account planners and creative teams in the advertising planning process. Fall, Spring.

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

3. Effective Date

Fall 2018

4. Justification – The course will entirely replace Communication Research Methods as a required research methods course for all Strategic Communication majors and thus has been redesigned to focus more heavily on research methodology. The course will not be highlighted with the management of client-agency relationships anymore, but focus on how to find consumer insights by using various applied research methods, such as interviewing, focus groups, and survey questionnaires, in advertising planning process. The original component of management will be removed, but covered by other courses, such as Strategic Communication Case Studies. From an assessment perspective, this course serves the following learning outcome of the strategic communication program:

1. Students will apply professional ethical principles and practices appropriate to the target audience, purpose, and context.
2. Students will create messages appropriate to the audience, purpose, and context using clear and appropriate forms of writing, tools, technology, and research.
3. Students will embrace difference and diversity and culture using sensitivity in a global society and adapt messages to diverse audiences.
4. Students will employ communication perspectives, principles, concepts, and theories to create, interpret, evaluate communication messages.
5. Students will utilize creative critical thinking in the creation, interpretation, and evaluation of communication messages and practices.
6. Students will support principles of free expression and the historical context of free expression within a diverse and global society.

All program levels in the assessment plan related to this course will only focus on how to develop, create, and evaluate communication messages to target audience and market, but not how to manage client-agency relationships for the development, creation, and evaluation of communication messages.

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

Undergraduate Bulletin 2017-2018, p. 222

Major in Strategic Communication

Bachelor of Science Emphasis in Advertising

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41)	
First Year Making Connections Course:	Sem. Hrs.
UC 1013, Making Connections	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: CMAC 1003, Mass Communication in Modern Society COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)	
Major Requirements:	Sem. Hrs.
AD 4003, Account Planning & Management OR COMS 3363, Communication Research	3
CMAC 1001, Media Grammar and Style	1
CMAC 2003, Media Writing	3
CMAC 4073, Communications Law and Ethics	3
PRAD 3143, Strategic Writing	3
PRAD 4753, Strategic Communication Case Studies OR PRAD 4763, Strategic Communication Campaigns	3
Sub-total	16

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

Communications Electives or Specialization:	Sem. Hrs.
Communications Electives/Specializations (see advisor for additional information)	12
Emphasis Area (Advertising):	Sem. Hrs.
AD 3023, Principles of Advertising	3
AD 3033, Advertising Elements and Execution	3
AD 3333, Media Advertising and Sales	3
PR 3003, Public Relations Principles OR PR 4113, Integrated Marketing Communications	3
PRAD 3553, Strategic Visual Communications OR PRAD 4213, Social Media in Strategic Communications	3
Sub-total	15
Minor:	Sem. Hrs.
<i>Must be outside of the Departments of Media and Communication and approved by advisor.</i>	18-21
Electives:	Sem. Hrs.
Electives	18-21
Total Required Hours:	120

p. 223

Major in Strategic Communication

Bachelor of Science
Emphasis in Public Relations

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41)	
First Year Making Connections Course:	Sem. Hrs.
UC 1013, Making Connections	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: <i>CMAC 1003, Mass Communication in Modern Society</i> <i>COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)</i>	
Major Requirements:	Sem. Hrs.
AD 4003, Account Planning & Management OR COMS 3363, Communication Research	3
CMAC 1001, Media Grammar and Style	1
CMAC 2003, Media Writing	3
CMAC 4073, Communications Law and Ethics	3
PRAD 3143, Strategic Writing	3
PRAD 4753, Strategic Communication Case Studies OR PRAD 4763, Strategic Communication Campaigns	3
Sub-total	16
Communications Electives or Specialization:	Sem. Hrs.
Communications Electives/Specializations (see advisor for additional information)	12
Emphasis Area (Public Relations):	Sem. Hrs.
AD 3023, Principles of Advertising OR PR 4113, Integrated Marketing Communications	3
PR 3003, Principles of Public Relations	3
PR 3013, Public Relations Tools & Techniques	3
PR 4013, Public Relations Practicum and Professional Development	3
PRAD 3553, Strategic Visual Communications OR PRAD 4213, Social Media in Strategic Communications	3

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

Sub-total	15
Minor:	Sem. Hrs.
<i>Must be outside of the Departments of Media and Communication and approved by advisor.</i>	18-21
Electives:	Sem. Hrs.
Electives	18-21
Total Required Hours:	120

p. 224

Major in Strategic Communication

Bachelor of Science

Emphasis in Social Media Management

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41)	
First Year Making Connections Course:	Sem. Hrs.
UC 1013, Making Connections	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: <i>CMAC 1003, Mass Communication in Modern Society</i> <i>COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)</i>	
Major Requirements:	Sem. Hrs.
AD 4003, Account Planning & Management OR COMS 3363, Communication Research	3
CMAC 1001, Media Grammar and Style	1
CMAC 2003, Media Writing	3
CMAC 4073, Communications Law and Ethics	3
PRAD 3143, Strategic Writing	3
PRAD 4753, Strategic Communication Case Studies OR PRAD 4763, Strategic Communication Campaigns	3
Sub-total	16
Communications Electives or Specialization:	Sem. Hrs.
COMS 4263 Organizational Communication OR MDIA 3373 Introduction to Internet Communications	3
Communications Electives/Specializations (see advisor for additional information)	9
Sub-total	12
Emphasis Area (Social Media Management):	Sem. Hrs.
AD 3023, Principles of Advertising OR PR 4113, Integrated Marketing Communications	3
AD 3133, Interactive Advertising	3
AD 4333, Social Media Measurement	3
PR 3003, Principles of Public Relations	3
PRAD 4213, Social Media in Strategic Communications	3
Sub-total	15
Minor:	Sem. Hrs.
<i>Must be outside of the Departments of Media and Communication and approved by advisor.</i>	18-21
Electives:	Sem. Hrs.
Electives	18-21
Total Required Hours:	120

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.
Form Revised: 09/05/2017

DEPARTMENT OF COMMUNICATION Advertising (AD)

- AD 3023. Principles of Advertising** Advertising history, theory and practice, including traditional and nontraditional media. Fall, Spring.
- AD 3033. Advertising Elements and Execution** Principles and practices in creating and critiquing advertising messages across media platforms. Prerequisites, CMAC 2003 and AD 3023. Fall.
- AD 3133. Interactive Advertising** Online interactive advertising, including integration social media into the marketing communications plan, use of online display ads, and development of an effective search engine strategy. Fall.
- AD 3193. Advanced Photography** An in-depth examination of the uses of natural and artificial lighting, lenses, cameras, studios, and other elements needed for professional photography in advertising, promotion, portraits, sports and other environments. Emphasis placed on the business of photography. Fall.
- AD 3333. Media Advertising and Sales** Study of the structure of the media advertising industry, with emphasis on media selection and planning, as well as the basic methods of selling. Sales affiliation project required. Fall, Summer.
- AD 4003. Account Planning and Management** ~~This is an advanced course in strategic media and data analysis and the management of client/agency relationships. Spring.~~ Study of consumer insights that are strategically applied by account planners and creative teams in the advertising planning process. Fall, Spring
- AD 4033. Advertising Case Studies and Campaigns** Study of recent advertising cases and campaigns involving business, industry, institutions and government. Students create a comprehensive advertising campaign for a given client. Prerequisite, AD 3033, MDIA 3363, and PRAD3143. Spring.
- AD 4333. Social Media Measurement** Measurement and improvement of investment outcomes from use of social media in advertising, public relations, and marketing communications. Spring.

Reconfiguration of Existing Degree Program Proposal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Po-Lin Pan	3/8/2018
------------	----------

Department Curriculum Committee Chair

--

ENTER DATE

COPE Chair (if applicable)

Marceline Hayes 3/8/2018

Department Chair:

--

ENTER DATE

Head of Unit (If applicable)

Warren Johnson 3/28/2018

College Curriculum Committee Chair

--

ENTER DATE

Undergraduate Curriculum Council Chair

Gina Hogue 3/29/2018

College Dean

--

ENTER DATE

Graduate Curriculum Committee Chair

	ENTER DATE
--	------------

General Education Committee Chair (If applicable)

--

ENTER DATE

Vice Chancellor for Academic Affairs

i. Proposed Program Title

Bachelor of Science in Strategic Communication

ii. Contact Person (Name, Email Address, Phone Number)

Marcie Hayes, mhayes@astate.edu, 972-2816

iii. Proposed Starting Date

Fall 2018

iv. Is there differential tuition requested? *If yes, please fill out the New Program/Tuition and Fees Change Form.*

no

Bulletin Changes

Instructions

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

****For new programs, please insert copy of all sections where this is referenced.****

P. 72
Physics
Psychology
Sport Management:
Strategic Communication (emphasis in):
~~—Advertising~~
~~—Public Relations~~
~~—Social Media Management~~
Technology (emphasis in):
—Computer Aided Drafting and Design
—Computer Systems
—Technology Management
—Technical Studies
Wildlife, Fisheries and Conservation
—Fisheries
—Wildlife

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MEDIA AND COMMUNICATION DEPARTMENTS REQUIREMENTS

In addition to meeting the general requirements, candidates for the Bachelor of Science degree in Multimedia Journalism, Creative Media Production, and Strategic Communication must complete the following:

1. Take at least 72 hours outside of the above-named programs.

~~2. A minor outside of the departments of Media and Communication. The minor must be approved by the student's advisor.~~

2. Earn no more than three hours of internship credit towards the 120 hours required for graduation.

3. Take a senior exit exam on the study day prior to final exams of his or her last semester of enrollment.

4. Complete an exit survey and submit a resume prior to graduation.

~~6. Present for faculty review a portfolio website that meets specified requirements~~

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The Department of Communication offers a Bachelor of Arts in Communication Studies and a Bachelor of Science in Strategic Communication. ~~Students can emphasize in advertising, public relations or social media management in the Strategic Communication Program.~~ Students may choose an optional emphasis in public communication, interpersonal communication, or organizational communication in the Communication Studies program. The Department of Communication also offers a Certificate in Social Media Management.

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STRATEGIC COMMUNICATION PROGRAM:

Strategic Communication uses public relations, advertising, social media, and organizational communication to build mutually beneficial relationships with key stakeholders. Effective organizations use strategic communication to help achieve their goals and objectives and recognize that groups inside and outside the organizations are critical to their success. Communication is strategic when it uses research and evaluation to determine how goals and objectives are effectively reached.

Students graduating from this program will know and understand how to use advertising, public relations, social media, branding, crisis communication, media relations, research methods and evaluation tools to help organizations communicate with their publics. They will be prepared to work for companies big and small, governmental agencies, and nonprofit organizations such as universities, hospitals, museums and NGOs.

Students earning a Bachelor of Science in Strategic Communication must complete the following:

1. Take at least 72 hours outside of the three Bachelor of Science degrees offered in the Departments of Media and Communication.

~~2. A minor outside of the Departments of Media and Communication. The minor must be approved by the student's advisor.~~

2. Earn no more than three hours of internship credit towards the 120 hours required for graduation.

3. Take a senior exit exam on the study day prior to final exams of his or her last semester of enrollment.

4. Complete an exit survey and submit a resume prior to graduation.

~~6. Present for faculty review a portfolio website that meets specified requirements~~

Major in Strategic Communication

Bachelor of Science
Emphasis in Advertising

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

See University General Requirements for Baccalaureate degrees (p. 41)

First Year Making Connections Course:	Sem. Hrs.
UC 1013, Making Connections	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: <i>CMAC 1003, Mass Communication in Modern Society</i> <i>COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)</i>	
Major Requirements:	Sem. Hrs.
AD 3023, Principles of Advertising	3
AD 3033, Advertising Elements and Execution	3
AD 3133, Interactive Advertising	3
AD 3333, Media Advertising and Sales	3
AD 4003, Account Planning & Management OR COMS 3363, Communication Research	3
AD 4333, Social Media Measurement	3
CMAC 1001, Media Grammar and Style	1
CMAC 2003, Media Writing	3
CMAC 4073, Communications Law and Ethics 3	3
Communications Electives or Specialization:	Sem. Hrs.
Communications Electives/Specializations (see advisor for additional information)	9
Emphasis Area (Advertising):	Sem. Hrs.
PR 3003, Public Relations Principles OR PR 4113, Integrated Marketing Communications PRAD 2143, Strategic Writing I	3
PRAD 3043 Principles of Strategic Communication	3
PRAD 3143, Strategic Writing II	3
PRAD 3553, Strategic Visual Communication	3
PRAD 4073, Strategic Communication Law and Ethics	3
PRAD 4213 Social Media in Strategic Communication	3
PRAD 4753, Strategic Communication Case Studies OR PRAD 4763, Strategic Communication Campaigns	3

PRAD 4773 Internship	3
Sub-total	18
Electives in Media and/or Communication	9
Sub-total	42
Minor:	Sem. Hrs.
Must be outside of the Departments of Media and Communication and approved by advisor.	18-21
Electives:	Sem. Hrs.
Electives	18-22 40
Total Required Hours:	120

Major in Strategic Communication

Bachelor of Science Emphasis in Public Relations

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

See University General Requirements for Baccalaureate degrees (p. 41)

First Year Making Connections Course:	Sem. Hrs.
UC 1013, Making Connections	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: <i>CMAC 1003, Mass Communication in Modern Society</i> <i>COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)</i>	
Major Requirements:	Sem. Hrs.
AD 4003, Account Planning & Management OR COMS 3363, Communication Research	3
CMAC 1001, Media Grammar and Style	4
CMAC 2003, Media Writing	3
CMAC 4073, Communications Law and Ethics	3
PRAD 3143, Strategic Writing	3
PRAD 3553, Strategic Visual Communication	3
PRAD 4753, Strategic Communication Case Studies OR PRAD 4763, Strategic Communication Campaigns	3
Sub-total	18
Communications Electives or Specialization:	Sem. Hrs.
Communications Electives/Specializations (see advisor for additional information)	9
Emphasis Area (Public Relations):	Sem. Hrs.
AD 3023, Principles of Advertising OR PR 4113, Integrated Marketing Communications OR PRAD 4213 Social Media in Strategic Communications	3
PR 3003, Principles of Public Relations	3
PR 3013, Public Relations Tools & Techniques	3
PR 4013, Public Relations Practicum and	3

Professional Development	
PRAD 3553, Strategic Visual Communications OR PRAD 4213, Social Media in Strategic Communications	3
Sub-total	12
Minor:	Sem. Hrs.
<i>Must be outside of the Departments of Media and Communication and approved by advisor.</i>	18-21
Electives:	Sem. Hrs.
Electives	18-22
Total Required Hours:	120

Major in Strategic Communication

Bachelor of Science

Emphasis in Social Media Management

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 41)	
First Year Making Connections Course:	Sem. Hrs.
UC 1013, Making Connections	3
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	35
Students with this major must take the following: <i>CMAC 1003, Mass Communication in Modern Society</i> <i>COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)</i>	
Major Requirements:	Sem. Hrs.
AD 4003, Account Planning & Management OR COMS 3363, Communication Research	3
CMAC 1001, Media Grammar and Style	1
CMAC 2003, Media Writing	3
CMAC 4073, Communications Law and Ethics	3
PRAD 3143, Strategic Writing	3
PRAD 3553, Strategic Visual Communication	3
PRAD 4753, Strategic Communication Case Studies OR PRAD 4763, Strategic Communication Campaigns	3
Sub-total	18
Communications Electives or Specialization:	Sem. Hrs.
COMS 4263 Organizational Communication OR MDIA 3373 Introduction to Internet Communications	3
Communications Electives/Specializations (see advisor for additional information)	9
Sub-total	12
Emphasis Area (Social Media Management):	Sem. Hrs.
AD 3023, Principles of Advertising OR PR 4113, Integrated Marketing Communications OR PR 3003 Principles of Public Relations	3

AD 3133, Interactive Advertising	3
AD 4333, Social Media Measurement	3
PR 3003, Principles of Public Relations	3
PRAD 4213, Social Media in Strategic Communications	3
Sub-total	12
Minor:	Sem. Hrs.
Must be outside of the Departments of Media and Communication and approved by advisor.	18-21
Electives:	Sem. Hrs.
Electives	18-22
Total Required Hours:	120

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Minor in Strategic Communication

Required Courses: Sem. Hrs.

~~AD 3023, Principles of Advertising 3~~

~~CMAC 1001, Media Grammar and Style 1~~

~~CMAC 2003, Media Writing 3~~

PRAD 2143, Strategic Writing I 3

PRAD 3043 Principles of Strategic Communication 3

PRAD 3553, Strategic Visual Communication 3

PRAD 4213 Social Media in Strategic Communication 3

~~PR 3003, Principles of Public Relations 3~~

~~Nine~~ 6 hours of upper-level electives from Strategic Communication or chosen from the Communication Studies courses below:

COMS 3243, Principles of Persuasion

COMS 4203, Small Group Communication

COMS 4263, Organizational Communication

COMS 4373, Conflict Resolution

COMS 4403, Health Communication

Total Required Hours: ~~19~~ 18

LETTER OF NOTIFICATION – 11
RECONFIGURATION OF EXISTING DEGREE PROGRAMS
(Consolidation or Separation of Degrees to Create New Degree)

**Please include the documents to be submitted found throughout this LON at the end of the form.*

1. Institution submitting request: Arkansas State University
2. Contact person/title: Dr. Marcie Hayes, Chair Department of Communication
3. Title(s) of degree programs to be consolidated/reconfigured:
BS in Strategic Communication
4. Current CIP Code(s)/Current Degree Code(s): 09.0999
5. Proposed title of consolidated/reconfigured program: BS in Strategic Communication
6. Proposed CIP Code for new program: 09.0999
7. Proposed Effective Date: Fall 2018
8. Reason for proposed program consolidation/reconfiguration:
(Indicate student demand (projected enrollment) for the proposed program and document that the program meets employer needs)

Annual program assessment findings necessitated these changes. We found specific weaknesses in student writing and strategic communication-focused research. We have developed an additional strategic communication writing class, eliminated a communication research class that was geared more towards communication studies students and re-focused our Account Planning class to provide more of the research content strategic communication students need. We also placed Strategic Visual Communication in our core classes to emphasize the use of visuals in strategic communication, an area of increasing professional importance.

As the strategic communication profession evolves, the use of emphasis areas in advertising, public relations and social media management are not realistic in terms of the kinds of jobs our students will find after graduation.

From full-service strategic communication agency Co-Communication:
(<http://www.cocommunications.com/news/future-strategic-communications/>): "The lines are more blurred than ever between ... communications and public relations. It has become essential to reach the target audience on their terms through the right channels. And there is a focus on deeper data analysis and measurement solutions to demonstrate the impact and effectiveness of communications programs. Instead of solely considering return on investment, there is now a need to provide return on engagement. Measuring the impact of a campaign is now at the top of every communications pro's list."

The convergence of media — paid, earned, shared and owned — clearly requires new strategies, tools and skills.”

9. Provide current and proposed curriculum outline by semester.

For undergraduate programs, please also fill out 8-semester plan at end of document. Indicate total semester credit hours required for the proposed program. Underline new courses and provide new course descriptions. (If existing courses have been modified to create new courses, provide the course name/description for the current/existing courses and indicate the related new/modified courses.) Identify required general education core courses with an asterisk.

10. Provide program budget. Indicate amount of funds available for reallocation.

See end of document.

11. Provide current and proposed organizational chart. *See end of document.*

12. Institutional curriculum committee review/approval date: Enter text...

13. Are the existing degrees offered off-campus or via distance delivery? The BS in Strategic Communication Social Media Management emphasis is currently offered online through A-State Online (AOS). That degree program would need to change to align with this new plan.

14. Will the proposed degree be offered on-campus, off-campus, or via distance delivery? The BS in Strategic Communication Social Media Management emphasis is currently offered online through AOS. That degree program would need to change to align with this new plan.

15. Identify mode of distance delivery or the off-campus location for the proposed program. The BS in Strategic Communication Social Media Management emphasis is currently offered online through AOS. That degree program would need to change to align with this new plan.

16. Provide documentation that proposed program has received full approval by licensure/certification entity, if required.

(A program offered for teacher/education administrator licensure must be reviewed/approved by the Arkansas Department of Education prior to consideration by the Coordinating Board; therefore, the Education Protocol Form also must be submitted to ADHE along with the Letter of Notification).

17. Provide copy of e-mail notification to other institutions in the area of the proposed program and their responses; include your reply to the institutional responses. *See end of document.*

18. List institutions offering similar program and identify the institutions used as a model to develop the proposed program.

University of Kansas
University of Denver
University of Missouri

19. Provide scheduled program review date (within 10 years of program implementation).
2028

20. Provide additional program information if requested by ADHE staff.

[Enter text..]

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic officer: _____

Date:

Name (printed):

8-Semester Plan (referenced in #9 - Undergraduate Proposals Only)

Instructions: Please identify new courses in italics.

Arkansas State University- Jonesboro Degree: Major: Bachelor of Science, Strategic Communication Year: 2018							
Students requiring developmental course work based on low entrance exam scores (ACT, SAT, ASSET, COMPASS) may not be able to complete this program of study in eight (8) semesters. Developmental courses do not count toward total degree hours. Students having completed college level courses prior to enrollment will be assisted by their advisor in making appropriate substitutions. In most cases, general education courses may be interchanged between semesters. A minimum of 45 hours of upper division credit (3000-4000 level) is required for this degree.							
Year 1				Year 1			
Fall Semester				Spring Semester			
Course No.	Course Name	Hrs	Gen Ed	Course No.	Course Name	Hrs	Gen Ed
UC 1003	FYE	3	x	COMS 1203	Oral Communication	3	X
CMAC 1003	Mass. Comm. In Modern Society	3	x	ENG 1013	Composition II	3	X
ENG 1003	Composition I	3	x	ART, MUS, or THEA 2503		3	X
MATH 1023 or MATH 1043		3	x		SOCIAL SCIENCE GEN ED	3	X
BIOL 1003	Biology or Alternative	3	x	PHSC 1203	Phys Science or Alternative	3	X
BIOL 1001	Biology Lab	1	x	PHSC 1201	Phys Science Lab	1	X
Total Hours		16		Total Hours		16	
Year 2				Year 2			
Fall Semester				Spring Semester			
Course No.	Course Name	Hrs	Gen Ed	Course No.	Course Name	Hrs	Gen Ed
PRAD 2143	Strategic Writing I	3		PRAD 3143	Strategic Writing II	3	
PR 3043	Principles of Strategic Communication	3		Media/Comm Elective	Any level	3	
	HIST 2763, HIST 2774 or POSC 2103	3	x	ELECTIVES	Any level	9	
	ENG 2003, ENG 2013 or PHIL 1103	3	x				
ELECTIVE	Any level	3					
Total Hours		15		Total Hours		15	
Year 3				Year 3			
Fall Semester				Spring Semester			
Course No.	Course Name	Hrs	Gen Ed	Course No.	Course Name	Hrs	Gen Ed
PRAD 3553	Strategic Visual Communication	3		AD 3133	Interactive Advertising	3	
PRAD 4213	Social Media in Strategic Communication	3		AD 4333	Social Media Measurement	3	
PRAD 4073	Strategic Communication Law and Ethics	3		ELECTIVES	Any level	9	
ELECTIVES	Upper level	6					
Total Hours		15		Total Hours		15	
Year 4				Year 4			
Fall Semester				Spring Semester			
Course No.	Course Name	Hrs	Gen Ed	Course No.	Course Name	Hrs	Gen Ed
AD 4003	Account Planning	3		PRAD 4763	Strategic Communication Campaigns	3	
PRAD 4773	Internship	3		Media/Comm Electives	Upper level	6	
ELECTIVES	Any level	9		ELECTIVES	Upper level	3	
					Any level	1	
Total Hours		15		Total Hours		13	
Total Jr/Sr Hours		_45_		Total Degree Hours		_120_	

Graduation Requirements:

1. General Education Requirements completed
2. English Proficiency (C or better or check current Bulletin for requirements)
3. HIST 2763, HIST 2773 or POSC 2103
4. At least 32 resident hours, 18 of the last 24 hours attempted
5. No more than 25% of hours earned thru credit by exam, correspondence, military service, or USAFI courses
6. At least 57 hours from an accredited senior institution
7. ASU Bulletin not more than seven (7) years old
8. "Intent to Graduate" form filed
9. Resume on file with Department
10. College Exit Survey completed and on file with Department/College
11. Department Information Sheet completed and on file with Department
12. Minimum 2.00 GPA at ASU
13. Minimum 2.00 GPA in major
14. Minimum 2.00 GPA in minor
15. Minimum 2.00 GPA overall
16. Minor requirements
17. Major requirements
18. 120 acceptable degree hours

**Program Budget
(referenced in # 10)**

Provide program budget. Indicate amount of funds available for reallocation.

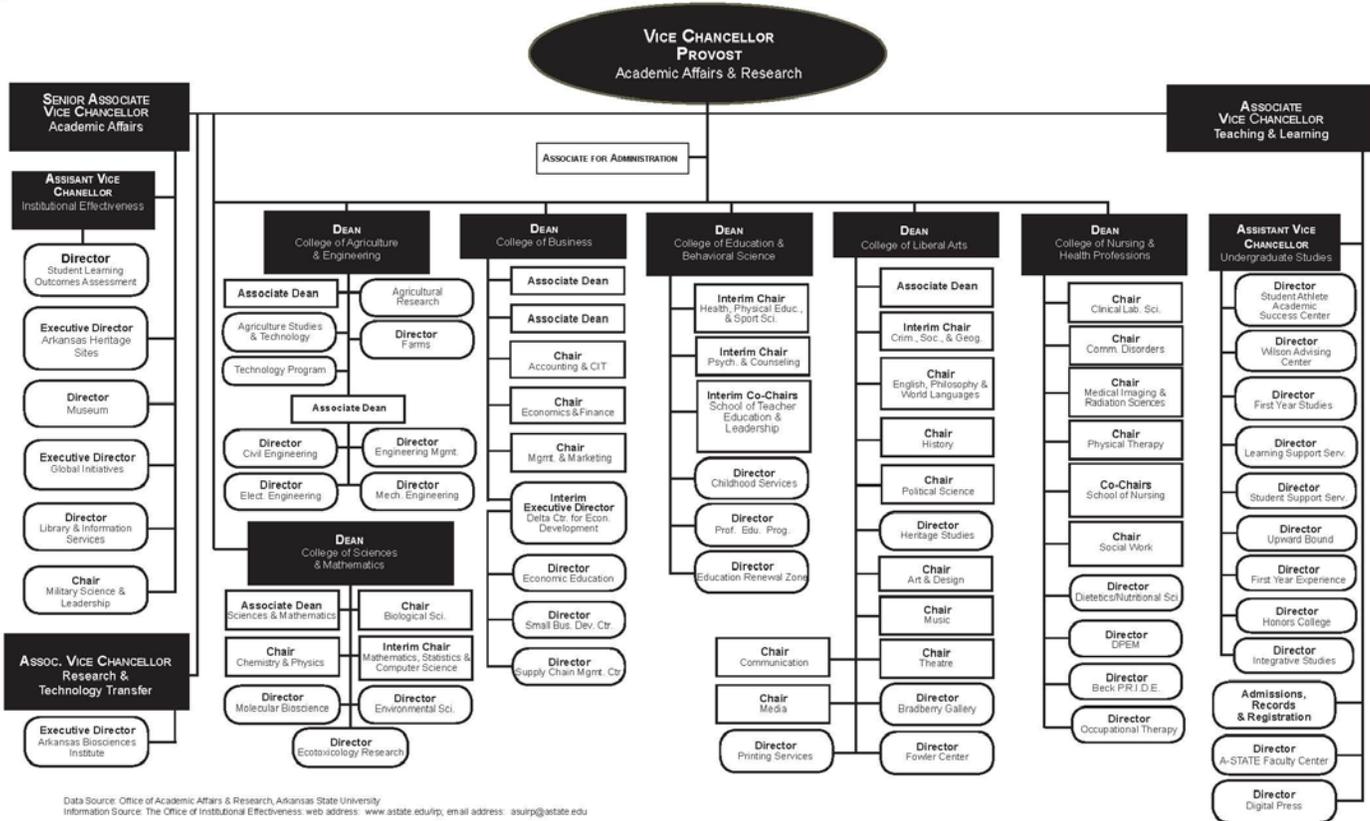
Additional funds not needed.

Organizational Chart (referenced in # 11)

Provide current and proposed organizational chart. Include where the proposed program will be housed (department/college).

Academic Affairs & Research - Jonesboro Campus

2016-2017 Organizational Structure



Written Notification to Other Institutions

(referenced in # 17)

This should include a copy of written notification to other institutions in area of proposed program and responses

Student Learning Outcomes

Provide outcomes that students will accomplish during or at completion of this reconfigured degree. Fill out the following table to develop a continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

University Outcomes

Please indicate the university-level student learning outcomes for which this new program will contribute. Please complete the table by adding program level outcomes (PLO) to the first column, and indicating the alignment with the university learning outcomes (ULO). If you need more information about the ULOs, go to the [University Level Outcomes Website](#).

	University Learning Outcomes			
	Creative and Critical Thinking	Communication	Social and Civic Responsibility	Diversity and Globalization
PLOs	Students will demonstrate the creative and critical thinking skills needed to evaluate relevant information and/or ideas, formulate innovative strategies, and solve problems.	Students will communicate effectively in social, academic, and professional contexts using a variety of means, including written, oral, numeric/quantitative, graphic, and/or visual modes as appropriate to topic, audience, and discipline.	Students will understand the impact and consequences of their actions upon themselves and others, as well as their roles as citizens of a free democratic society.	Students will be able to live and work effectively with others as an engaged member of a diverse and global society.
Students will apply professional ethical principles and practices appropriate to the audience, purpose, and context. (ACEJMC Core Value and Competency #6)			x	

<p>Students will create messages appropriate to the audience, purpose, and context using clear and appropriate forms of writing, tools, technology, and research. (ACEJMC #s 9, 11, 8, 12)</p>		<p>X</p>		
<p>Students will embrace difference and diversity and culture using sensitivity in a global society and adapt messages to diverse audiences. (ACEJMC #s 3, 4)</p>			<p>X</p>	<p>X</p>
<p>Students will employ communication perspectives, principles, concepts, and theories to create, interpret, evaluate communication messages. (ACEJMC #5)</p>		<p>X</p>		
<p>Students will utilize creative critical thinking in the creation, interpretation, and evaluation of communication</p>	<p>X</p>	<p>X</p>		

messages and practices. (ACEJMC #s 7, 10)				
Students will support principles of free expression and the historical context of free expression within a diverse and global society. (ACEJMC #s 1, 2, 3, 4)			X	X

Note: Best practices suggest 4-7 outcomes per program; minors would have 1 to 4 outcomes.

***Note: This is the future-state for outcomes based on course changes outlined in this document.**

Outcome 1	SLO 1 Students will apply professional ethical principles and practices appropriate to the audience, purpose, and context.
Assessment Procedure Criterion	<p>(1) Strategic communication faculty and the professional advisory board will assess final capstone projects using a rubric.</p> <p>(2) Capstone course exit exam: The faculty created a standardized exam that directly measures the competencies and values. The exam will be given to students in the Strategic Communication Case Studies class and Strategic Campaigns class.</p> <p>(3) Supervisor Internship evaluation.</p> <p>Indirect measure:</p> <p>(1) Exit surveys that are currently collected by the Advising Center for Media and Communication.</p> <p>(2) Student awards.</p>
Which courses are responsible for this outcome?	PRAD 4763 Strategic Communication Campaigns AND PRAD 4753 Strategic Communication Case Studies (and indirectly their prereqs including: Strategic Writing I and II, Strategic Visual Communication, Principles of Strategic Communication, Account Planning) and Internship.
Assessment Timetable	Every Fall semester.
Who is responsible for assessing and	Strategic communication assessment team and department chair is responsible for assessing and reporting results and closing the loop.

reporting on the results?	
---------------------------	--

Outcome 2	SLO 2 Students will create messages appropriate to the audience, purpose, and context using clear and appropriate forms of writing, tools, technology, and research.
Assessment Procedure Criterion	<p>(1) Strategic communication faculty and the professional advisory board will assess final capstone projects using a rubric.</p> <p>(2) Capstone course exit exam: The faculty created a standardized exam that directly measures the competencies and values. The exam will be given to students in the Strategic Communication Case Studies class and Strategic Campaigns class.</p> <p>(3) Supervisor internship evaluation.</p> <p>Indirect measure:</p> <p>(1) Exit surveys that are currently collected by the Advising Center for Media and Communication.</p> <p>(2) Student awards.</p>
Which courses are responsible for this outcome?	PRAD 4763 Strategic Communication Campaigns AND PRAD 4753 Strategic Communication Case Studies (and indirectly their prereqs including: Strategic Writing I and II, Strategic Visual Communication, Principles of Strategic Communication, Account Planning) and Internship.
Assessment Timetable	Every Fall semester.
Who is responsible for assessing and reporting on the results?	Strategic communication assessment team and department chair is responsible for assessing and reporting results and closing the loop.

Outcome 3	SLO 3 Students will embrace difference and diversity and culture using sensitivity in a global society and adapt messages to diverse audiences.
Assessment Procedure Criterion	<p>(1) Strategic communication faculty and the professional advisory board will assess final capstone projects using a rubric.</p> <p>(2) Capstone course exit exam: The faculty created a standardized exam that directly measures the competencies and values. The exam will be given to students in the Strategic Communication Case Studies class and Strategic Campaigns class.</p> <p>(3) Supervisor Internship evaluation.</p> <p>Indirect measure:</p> <p>(1) Exit surveys that are currently collected by the Advising Center for Media and Communication.</p>

	(2) Student awards.
Which courses are responsible for this outcome?	PRAD 4763 Strategic Communication Campaigns AND PRAD 4753 Strategic Communication Case Studies (and indirectly their prereqs including: Strategic Writing I and II, Strategic Visual Communication, Principles of Strategic Communication, Account Planning) and Internship.
Assessment Timetable	Every Fall semester.
Who is responsible for assessing and reporting on the results?	Strategic communication assessment team and department chair is responsible for assessing and reporting results and closing the loop.

Outcome 4	SLO 4 Students will employ communication perspectives, principles, concepts, and theories to create, interpret, evaluate communication messages.
Assessment Procedure Criterion	<p>(1) Strategic communication faculty and the professional advisory board will assess final capstone projects using a rubric.</p> <p>(2) Capstone course exit exam: The faculty created a standardized exam that directly measures the competencies and values. The exam will be given to students in the Strategic Communication Case Studies class and Strategic Campaigns class.</p> <p>(3) Supervisor Internship evaluation.</p> <p>Indirect measure:</p> <p>(1) Exit surveys that are currently collected by the Advising Center for Media and Communication.</p> <p>(2) Student awards.</p>
Which courses are responsible for this outcome?	PRAD 4763 Strategic Communication Campaigns AND PRAD 4753 Strategic Communication Case Studies (and indirectly their prereqs including: Strategic Writing I and II, Strategic Visual Communication, Principles of Strategic Communication, Account Planning) and Internship.
Assessment Timetable	Every Fall semester.
Who is responsible for assessing and reporting on the results?	Strategic communication assessment team and department chair is responsible for assessing and reporting results and closing the loop.

Outcome 5	SLO 5 Students will utilize creative critical thinking in the creation, interpretation, and evaluation of communication messages and practices.
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Assessment Procedure Criterion	<p>(1) Strategic communication faculty and the professional advisory board will assess final capstone projects using a rubric.</p> <p>(2) Capstone course exit exam: The faculty created a standardized exam that directly measures the competencies and values. The exam will be given to students in the Strategic Communication Case Studies class and Strategic Campaigns class.</p> <p>(3) Supervisor Internship evaluation.</p> <p>Indirect measure:</p> <p>(1) Exit surveys that are currently collected by the Advising Center for Media and Communication.</p> <p>(2) Student awards.</p>
Which courses are responsible for this outcome?	PRAD 4763 Strategic Communication Campaigns AND PRAD 4753 Strategic Communication Case Studies (and indirectly their prereqs including: Strategic Writing I and II, Strategic Visual Communication, Principles of Strategic Communication, Account Planning) and Internship.
Assessment Timetable	Every Fall semester.
Who is responsible for assessing and reporting on the results?	Strategic communication assessment team and department chair is responsible for assessing and reporting results and closing the loop.

Outcome 6	SLO 6 Students will support principles of free expression and the historical context of free expression within a diverse and global society.
Assessment Procedure Criterion	<p>(1) Strategic communication faculty and the professional advisory board will assess final capstone projects using a rubric.</p> <p>(2) Capstone course exit exam: The faculty created a standardized exam that directly measures the competencies and values. The exam will be given to students in the Strategic Communication Case Studies class and Strategic Campaigns class.</p> <p>(3) Supervisor Internship evaluation.</p> <p>Indirect measure:</p> <p>(1) Exit surveys that are currently collected by the Advising Center for Media and Communication.</p> <p>(2) Student awards.</p>
Which courses are responsible for this	PRAD 4763 Strategic Communication Campaigns AND PRAD 4753 Strategic Communication Case Studies (and indirectly their prereqs including: Strategic Writing I

outcome?	and II, Strategic Visual Communication, Principles of Strategic Communication, Account Planning) and Internship.
Assessment Timetable	Every Fall semester.
Who is responsible for assessing and reporting on the results?	Strategic communication assessment team and department chair is responsible for assessing and reporting results and closing the loop.

Please repeat as necessary.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shelley Gipson 2/28/2018
Department Curriculum Committee Chair

COPE Chair (if applicable)

Temma Balducci 2/28/2018
Department Chair:

Head of Unit (If applicable)

Warren Johnson 3/28/2018
College Curriculum Committee Chair

Undergraduate Curriculum Council Chair

Gina Hogue 3/29/2018
College Dean

Graduate Curriculum Committee Chair

General Education Committee Chair (If applicable)

Vice Chancellor for Academic Affairs

1.Contact Person (Name, Email Address, Phone Number)

Kim Vickrey, Dept. of Art +Design, kvickrey@astate.edu 870.972.3050

2.Proposed Change

Change title of GRFX 2103 from "Visual Thinking" to "Ideation"

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

Ideation is the creative process of generating, developing, and communicating new ideas, where an idea is understood as a basic element of thought that can be either visual, concrete, or abstract. Ideation comprises all stages of a thought cycle, from

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
 Form Revised: 09/05/2017

innovation, to development, to actualization. As such, it is an essential part of the design process, both in education and practice and is a more appropriate term for this course. ([https://en.wikipedia.org/wiki/Ideation_\(creative_process\)](https://en.wikipedia.org/wiki/Ideation_(creative_process)))

Visual thinking, also called visual/spatial learning or picture thinking is the phenomenon of thinking through visual processing. Visual thinking has been described as seeing words as a series of pictures. While this is a part of the class, it is only a small part and does not accurately identify the entire class content.

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  Format Painter, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

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Major in Graphic Design

Bachelor of Fine Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42)	
First Year Making Connections Course:	Sem. Hrs.
ART 1013, Design I Making Connections (See Art Major Core)	-
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 85)	
Students with this major must take the following:	35
<i>MUS 2503, Fine Arts - Music</i> <i>THEA 2503, Fine Arts - Theatre (Required Departmental Gen. Ed. Option)</i>	
B.F.A. Art Major Core:	Sem Hrs.
Grade of "C" or better required for all B.F.A. Art Major Core Requirements, including prerequisites.	

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

ART 1013, Design I	3
ART 1023, Design II	3
ART 1033, Drawing I	3
ART 1043, Drawing II	3
ART 3033, Drawing III	3
ARTH 2583, Survey of Art History I	3
ARTH 2593, Survey of Art History II	3
Sub-total	21
Studio Art Requirements:	Sem. Hrs.
Grade of "C" or better required for all Studio Art Requirements, including prerequisites.	
ART 3063, Painting	3
ART 3083, Printmaking	3
ART 3093, Ceramics	3
ART 3103, Sculpture	3
ART 3403, Photography	3
Sub-total	15
Additional Requirements:	Sem. Hrs.
ARTH 4573, History of Graphic Design	3
Art History Elective	3
Sub-total	6
Graphic Design Requirements:	Sem. Hrs.
Grade of "C" or better required for all Graphic Design Requirements, including prerequisites.	
GRFX 1111, Design Technology	1
GRFX 2103, Visual Thinking Ideation	3
GRFX 2203, Introduction to Graphic Design	3
GRFX 2303, Typography and Layout	3
GRFX 2703, Introduction to Web Design	3
GRFX 3303, Intermediate Typography	3
GRFX 3400, Graphic Design Review	0
GRFX 3503, Identity Design	3
GRFX 3603, Advertising Design	3

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Major in Graphic Design

Bachelor of Fine Arts Emphasis in Digital Design

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42)	
First Year Making Connections Course:	Sem. Hrs.
ART 1013, Design I Making Connections (See Art Major Core)	-
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 85)	35

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.
Form Revised: 09/05/2017

Students with this major must take the following:	
<i>MUS 2503, Fine Arts - Music</i> <i>THEA 2503, Fine Arts - Theatre (Required Departmental Gen. Ed. Option)</i>	
B.F.A. Art Major Core:	Sem. Hrs.
Grade of "C" or better required for all B.F.A. Art Major Core Requirements, including prerequisites.	
ART 1013, Design I	3
ART 1023, Design II	3
ART 1033, Drawing I	3
ART 1043, Drawing II	3
ART 3033, Drawing III	3
ARTH 2583, Survey of Art History I	3
ARTH 2593, Survey of Art History II	3
Sub-total	21
Studio Art Requirements:	Sem. Hrs.
Grade of "C" or better required for all Studio Art Requirements, including prerequisites.	
ART 3063, Painting	3
ART 3083, Printmaking	3
ART 3093, Ceramics	3
ART 3103, Sculpture	3
ART 3403, Photography	3
Sub-total	15
Additional Requirements:	Sem. Hrs.
ARTH 4573, History of Graphic Design	3
Art History Elective	3
Sub-total	6
Emphasis Area (Digital Design):	Sem. Hrs.
Grade of "C" or better required for all Graphic Design Requirements, including prerequisites.	
GRFX 1111, Design Technology	1
GRFX 2103, Visual Thinking Ideation	3
GRFX 2203, Introduction to Graphic Design	3
GRFX 2303, Typography and Layout	3
GRFX 2703, Introduction to Web Design	3
GRFX 3303, Intermediate Typography	3
GRFX 3703, Intermediate Web Design	3
GRFX 3713, 3D Digital and Game Design	3

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Department of Art and Design Minors

Minor in Art

Required Courses:	Sem. Hrs.
Grade of "C" or better required for all ART/ARTH Minor Requirements, including prerequisites (Department of Art and Design minimum) Courses used to meet the requirements for the major cannot be used to meet the requirements for the minor.	
ART 1013, Design I	3

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

ART 1023, Design II	3
ART 1033, Drawing I	3
ART 1043, Drawing II	3
Upper-level electives in Art	9
Total Required Hours:	21

Minor in Art History

Required Courses:	Sem. Hrs.
Grade of "C" or better required for all ART/ARTH Minor Requirements, including prerequisites (Department of Art and Design minimum) Courses used to meet the requirements for the major cannot be used to meet the requirements for the minor.	
ARTH 2583, Survey of Art History I	3
ARTH 2593, Survey of Art History II	3
Upper-level electives in Art History	12
Total Required Hours:	18

Minor in Digital Design

Required Courses:	Sem. Hrs.
Grade of "C" or better required for all ART/ARTH/GRFX Minor Requirements, including prerequisites (Department of Art and Design minimum) Courses used to meet the requirements for the major cannot be used to meet the requirements for the minor.	
Students pursuing the Graphic Design Minor will need to submit a Prerequisite Waiver form to be enrolled in a GRFX class. (GRFX courses are restricted to Graphic Design Majors.)	
GRFX 1111, Design Technology	1
GRFX 2103, Visual Thinking Ideation	3
GRFX 2303, Typography and Layout	3
GRFX 2703, Introduction to Web Design	3
GRFX 3703, Intermediate Web Design	3
GRFX 3713, 3D Digital and Game Design	3
GRFX 3753, Motion Graphics	3
GRFX 3800, Digital Design Review	0
Total Required Hours:	19

[Minor in Graphic Design has been deleted]

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ARTH 4803. Art Theory and Criticism This course develops a link between art criticism and studio practice, relating contemporary art production and critical theory. Includes written reports and oral presentations concerning methodology and results of research. Prerequisites, a grade of CR in ART 3330; a minimum of 48 hours ART/ARTH courses; or permission of instructor. Spring.

ARTH 4894. Advanced Research Research and writing of an art historical essay that proves an original thesis; to be completed in the final semester. Restricted to BA in Art, Art History emphasis majors. Prerequisites, 2.75 GPA in all ART/ARED/ARTH courses, a grade of "Credit" in ARTH 2890 and ARTH 3890, 12 hours of ARTH and permission of instructor. Fall, Spring.

Methods and Materials Teaching Art (EDAR)

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

EDAR 4523. Methods and Materials for Teaching Art Emphasis on the practical application of art in the secondary school. Techniques and strategies of teaching art, developing an art curriculum, assessing and motivating students. Must be admitted to the Teacher Education Program. Fall.

Graphic Design (GRFX)

GRFX 1111. Design Technology Basic levels of graphic design utilizing Adobe Illustrator, Adobe Photoshop, and Adobe InDesign software. Prerequisites: Declared Graphic Design Major or permission of instructor, Corequisite GRFX 2203. Spring.

GRFX 2103. *Visual Thinking* Ideation Focuses on the process of lateral thinking and the visualization of design problems and their solutions. Emphasizes effective research, imagination, originality, and execution in various media. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisite, a grade of C or better in ART 1033 and ART 1013; or permission of instructor. Fall, Spring.

GRFX 2203. Introduction to Graphic Design Graphic design application, career paths, and role in media and technology; layout, typography, media, color, photography, illustration and technology. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio Graphic Design class. Prerequisites: Declared Graphic Design Major or permission of instructor, Corequisite GRFX 1111. Spring.

GRFX 2303. Typography and Layout Craftsmanship, terminology and application of classical typography in traditional and digital print processes. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio Graphic Design class. Prerequisites, a grade of C or better in ART 1013 and GRFX 2203; or permission of instructor. Fall.

GRFX 2703. Introduction to Web Design Basic concepts of designing for the web using Site Maps, Wireframes and Mock-ups; introduction to HTML, emphasizing semantic use of elements; introduction to CSS as a way to separate content from presentation. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio Graphic Design class. Prerequisites, a grade of C or better in GRFX 2303; or permission of instructor. Fall.

GRFX 3303. Intermediate Typography Principles and practice of typography in complex situations including creating visual narrative, designing typeface, and experimenting with typography. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio Graphic Design class. May be repeated for credit. Prerequisites, a grade of C or better in GRFX 2303; or permission of instructor. Spring.

GRFX 3400. Graphic Design Review Portfolio review for BFA admission. Passing is prerequisite for 4000-level GRFX courses. Limit: Students may take this course only twice. Prerequisites, a 2.75 GPA in all ART, ARTH, GRFX courses; ART 1013, ART 1023, ART 1033, ART 1043, ART 3033, ARTH 2583 and ARTH 2893; Co-requisite: GRFX 3503; permission of advisor and department chair required. Fall, Spring.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.
Form Revised: 09/05/2017

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Course Revision Proposal Form

- Undergraduate Curriculum Council
 Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.
 Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shelley Gipson 2/28/2018 Department Curriculum Committee Chair	<input style="width: 100%; height: 20px;" type="text"/> COPE Chair (if applicable)	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
Temma Balducci 3/6/2018 Department Chair:	<input style="width: 100%; height: 20px;" type="text"/> Head of Unit (If applicable)	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
Warren Johnson 3/28/2018 College Curriculum Committee Chair	<input style="width: 100%; height: 20px;" type="text"/> Undergraduate Curriculum Council Chair	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
Gina Hogue 3/29/2018 College Dean	<input style="width: 100%; height: 20px;" type="text"/> Graduate Curriculum Committee Chair	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
<input style="width: 100%; height: 20px;" type="text"/> General Education Committee Chair (If applicable)	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE"/>	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/> Vice Chancellor for Academic Affairs

1. Contact Person (Name, Email Address, Phone Number)
 Temma Balducci, Dept. of Art + Design, tbalducci@astate.edu, 87097320530

2. Proposed Starting Term and Bulletin Year for Change to Take Effect
 Fall 2018, 2018-2019 Bulletin

3. Current Course Prefix and Number
ART 3330
 3.1 - **[NO]** Request for Course Prefix and Number change
 If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9.)*
 3.2 - If yes, has it been confirmed that this course number is available for use?
If no: Contact Registrar's Office for assistance.

4. Current Course Title
BFA Review
 4.1 - **[NO]** Request for Course Title Change
 If yes, include new Course Title Below.
 a. title is more than 30 characters (including spaces), provide short title to be used on transcripts. *Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis).*
 b. Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

5. - **[YES]** Request for Course Description Change.

If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

Old: ART 3330. BFA Review Admissions screening, transfer screening for all BFA students. Counseling and advising practice by portfolio review. Provides realistic assessment of student status in relation to program. Passing is prerequisite for 4000 level ART courses. Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033, ART 1043, ART 3033, ARTH 2583, and ARTH 2893; a 2.75 GPA in all ART, ARTH, and ARED courses. Fall, Spring.

Changes: ART 3330. BFA Review Admissions screening, transfer screening for all BFA students. ~~Counseling and advising practice by portfolio review. Provides realistic assessment of student status in relation to program.~~ **Artistic practice emphasized through written statement, oral presentation and portfolio review. Students may take this course only twice.** Passing is prerequisite for ~~4000~~ required 3000-level ART courses. Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033, ART 1043, ~~ART 3033~~, ARTH 2583, and ARTH 2893; a 2.75 GPA in all ART, ARTH, and ARED courses. Fall, Spring.

NEW: ART 3330. BFA Review Admissions screening, transfer screening for all BFA students. Artistic practice emphasized through written statement, oral presentation and portfolio review. Students may take this course only twice. Passing is prerequisite for required 3000-level ART courses. Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033, ART 1043, ARTH 2583, and ARTH 2893; a 2.75 GPA in all ART, ARTH, and ARED courses. Fall, Spring

6. – [YES] Request for prerequisites and major restrictions change.
(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

a. YES Are there any prerequisites?

a. If yes, which ones?

OLD: Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033, ART 1043, ART 3033, ARTH 2583, and ARTH 2893; a 2.75 GPA in all ART, ARTH, and ARED courses.

NEW: Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033, ART 1043, ~~ART 3033~~, ARTH 2583, and ARTH 2893; a 2.75 GPA in all ART, ARTH, and ARED courses

b. Why or why not?

Students must complete the foundation (except for figure drawing, ART 3033) in order to pass the review. They will be expected to show and talk about their artwork.

b. NO Is this course restricted to a specific major?

a. If yes, which major?

7. – [NO] Request for Course Frequency Change (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*
a. If yes, please indicate current and new frequency:

8. – [NO] Request for Class Mode Change
If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please indicate the current and choose one.

9. – [NO] Request for grade type change
If yes, what is the current and the new grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

10. NO Is this course dual listed (undergraduate/graduate)?
a. If yes, indicate course prefix, number and title of dual listed course.

11. **NO** Is this course cross listed?
(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

- 11.1 – If yes, please list the prefix and course number of cross listed course.
- 11.2 – Are these courses offered for equivalent credit?
Please explain.

12. **NO** Is this course change in support of a new program?
 a. If yes, what program?

13. **NO** Does this course replace a course being deleted?
 a. If yes, what course?

14. **NO** Will this course be equivalent to a deleted course or the previous version of the course?
 a. If yes, which course?

15. **NO** Does this course affect another program?
 If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

16. Does this course require course fees?
If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.

Revision Details

17. Please outline the proposed revisions to the course.
Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course. **NONE**

18. Please provide justification to the proposed changes to the course.

Change from 4000-level to 3000: NASAD requires that the admission screening take place in the first two years of a student’s program of study. Students are pushing this class back and are often taking it at the end of junior year. By changing this requirement, they will not be able to do this any longer.

Keeping Students on time to graduate: Students will be advised (using our new dedicated advisor position) into ART 3033 (Figure Drawing) and possibly one other 3000-level course to keep them on track to graduate. But we don’t want the extra class listed in this setting.

Assessment Rubric update only: We will need to tweak our rubric for this course or encourage the same artistic practice including research and opportunity for changing the end product after critique in all the foundation courses. Some of the questions we ask are geared for this (right now a more 3000-level activity), but the actual data collected will not change.

Update to course structure: Spring 2018 we began teaching this as an actual class, and not just one prep meeting and the actual presentation. We meet every week leading up to the presentation at the end of session one. This allowed us to have sessions with guest speakers talking about artistic practice, writing about student’s own art, portfolio presentation, and have a practice session for presentation and peer review of the written statement. The changes in the course description reflect this teaching strategy.

Restriction to two attempts: This will bring BFA Review in line with the Digital Design and Graphic Design Review. If a student is unsuccessful after two attempts, s/he really needs to change majors.

19. **NO** Do these revisions result in a change to the assessment plan?

- *If yes: Please complete the Assessment section of the proposal on the next page.*
- *If no: Skip to Bulletin Changes section of the proposal.*

***See question 19 before completing the Assessment portion of this proposal.**

Assessment

Relationship with Current Program-Level Assessment Process

20. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

21. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

For further assistance, please see the ‘Expanded Instructions’ document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans?

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

22. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	
Which learning activities are responsible for this outcome?	
Assessment Measure	What will be your assessment measure for this outcome?

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions
<p>Please visit http://www.astate.edu/a/registrar/students/bulletins/index.dot and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.</p> <p>*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.</p> <ul style="list-style-type: none"> - Deleted courses/credit hours should be marked with a red strike-through (red strikethrough) - New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font). - Any new courses should be listed in blue bold italics using enlarged font (blue bold italics using enlarged font) <p>You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  Format Painter, and selecting the text you would like to apply the change to.</p> <p>Please visit https://youtu.be/sjdL2n4Izm4 for more detailed instructions.</p>

Department of Art and Design

Professor Temma Balducci, Interim Chair

Professors: Rowe, Salvest, Vickrey

Associate Professors: Arnell, Gipson, Norris, Wilkinson

Assistant Professors: Baker, Ford, Whiteland

Instructors: McCarroll, Sullivan

MISSION STATEMENT

The Department of Art and Design is dedicated to the creative, aesthetic and cultural development of visual art students that builds upon a well-rounded liberal arts education. The faculty prepares its students to assume leadership positions in their professional lives while maintaining a commitment to the conceptual and aesthetic standards of their chosen discipline. The department develops and supports a nurturing creative community that builds confidence through academic rigor and provides an environment in which students can build and refine their craft, develop critical thinking skills, and realize their full potential. Graduates of the Department of Art and Design join the community as socially responsible artists, designers, educators and historians ready to contribute to diverse and changing creative fields.

The Bachelor of Arts degree provides a liberal arts-fine arts education in art history. Art history provides practice in analysis, interpretation, critical thinking, and writing skills. This degree is good preparation for a student planning to work toward an advanced degree in art history.

The Bachelor of Fine Arts degree programs are designed to prepare students for professional careers as a classroom art teacher, graphic designer, or studio artist. The BFA in Graphic Design, the BFA in Graphic Design (with emphasis in Digital Design) or the BFA in Art (with emphasis in Studio Art or Art Education) is the initial professional degree, and it is the requisite degree for the student who plans to pursue a studio-oriented post-baccalaureate degree.

No grade below C in courses with an ART/ARTH/ARED prefix may be applied to the Bachelor of Fine Arts Degree. A cumulative 2.75 GPA (or higher) in all courses with an ART/ARTH/ARED prefix is required for the BFA degree.

Arkansas State University is an Accredited Institutional member of the National Association of Schools of Art and Design.

BFA/TRANSFER REVIEW POLICY

BFA review (ART 3330) is ~~viewed as a counseling/advising practice for all art students, and, in addition, it is~~ an admissions screening procedure **for all BFA programs students interested in pursuing the B.F.A. Degree in Art or Graphic Design.** Students should enroll in ART 3330 ~~the semester they will complete the BFA Art Major Core. after completing 30 hours of ART/ARTH courses and before completing 40 hours of ART/ARTH courses.~~ **Students enrolled in BFA programs must pass the BFA Review PRIOR to enrollment for required 3000-level ART courses, except ART 3033, Drawing III.** Prerequisites are **a grade of C or better** in ART 1013, ART 1023, ART 1033, ART 1043, ARTH 2583, ARTH 2593, **and a 2.75 GPA in all ART, ARTH, ARED and GRFX courses.** ~~9 hours additional studio/design courses. Students enrolled in the BFA programs must pass the BFA Review PRIOR to enrollment for 4000-level ART courses.~~ **In addition, Art Education students are encouraged to have a passing score for the Teacher Education Application exam. Students will be limited to two attempts to pass the BFA Review. Minors and Certificates do not participate in the Review.**

Transfer review (ART 3330) provides an opportunity for students joining us from other programs to acquire a realistic assessment of their status vis-a-vis our program. Ideally, the transfer review should occur prior to enrollment in ASU art department courses. Should the transfer student intend to enter the B.F.A. Degree program, this review will serve as an admission screening process as indicated above. Transfer students must enroll in ART 3330, BFA Review during the first semester of enrollment at ASU.

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ART 3093. Ceramics Introduction to ceramic materials and techniques, wheelthrown and handbuilt forms. Glazing and firing undertaken. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, Permission of instructor or a grade of C or better in ART 1013, ART 1033, and ART 1043. Fall, Spring.

ART 3103. Sculpture Studio practice and experimentation in three dimensional design. Clay, wood, metal, and other materials are used. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033, and ART 1043. Fall, Spring.

ART 3183. Unique Prints and Artist Books Techniques for making unique prints and artist's books. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisite, junior standing. Spring, Summer.

ART 3283. Printmaking for Designers Hands-on application of photographic, graphic, and digital artwork in two dimensions. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisite, junior standing. Fall.

ART 3330. BFA Review Admissions screening, transfer screening for all BFA students. ~~Counseling and advising practice by portfolio review. Provides realistic assessment of student status in relation to program.~~ **Artistic practice emphasized through written statement, oral presentation and portfolio review. Students may take this course only twice.** Passing is prerequisite for ~~4000~~ **required 3000**-level ART courses. Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033, ART 1043, ~~ART 3033~~, ARTH 2583, and ARTH 2893; a 2.75 GPA in all ART, ARTH, and ARED courses. Fall, Spring.

ART 3403. Photography Photographic concepts, historical precedents, aesthetics, equipment, techniques, and processes, both silver based and digital. Emphasis is placed on photography as applied to art and design. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisites, a grade of C or better in ART 1013, ART 1033, and ART 1043. Fall.

ART 3503. New Media Artworks created in relation to screen, time and code-based media. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033 and ART 1043. Fall, Spring.

ART 3863. Intermediate Painting Builds on basic skills and concepts from beginning drawing and painting courses, individualized projects exploring color and space in a variety of subject matter and approaches, and study of historical and contemporary art in relation to studio practice. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisite, a grade of C or better in ART 3063; or permission of instructor. Fall, Spring.

ART 4033. Advanced Drawing Working from various subject matter, including the figure model, in different media. Experimental studies in composition and technique. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 3033, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

ART 4063. Advanced Painting Individual work for advanced students. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 3863, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

ART 4083. Advanced Printmaking Specific print media produced in series. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of B or better in ART 3083, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

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Art (ART)

ART 1013. Design I Fundamental principles of design and the theory of color, First Year Experience for Art Majors. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Fall, Spring.

ART 1023. Design II Three dimensional design principles. Students work toward developing an understanding of the basic vocabulary and principles of three dimensional design. Formal and conceptual decision making skills are developed through fundamental exercises in additive, subtractive, substitutive and constructive processes. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisites, a grade of C or better in ART 1013 and ART 1033. Fall, Spring.

ART 1033. Drawing I Fundamental elements of drawing, including skill, observation, material and technique. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Fall, Spring, Summer.

ART 1043. Drawing II Continuation of ART 1033. Students become more skilled with visual elements and drawing principles. A broader range of materials and techniques will be used. Subject matter will include still life, life models, landscape, and imagined subjects. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisite, a grade of C or better in ART 1033. Fall, Spring, Summer.

ART 1083. Elective Printmaking for Non majors Basic techniques in creating original designs in hand printing processes, including silkscreen, and wood block prints. May be repeated for credit, however, no more than 3 hours may be applied toward a degree in fields other than art. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Fall, Spring.

ART 1093. Elective Ceramics for Non majors Basic exploration of techniques of clay manipulation including the use of the potter's wheel. Lab assistants will fire selected pieces. May only be taken once and may not be repeated, 3 hours may be applied toward a degree in fields other than art. All other courses in Ceramics are reserved for Art Majors with all the required prerequisites. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisite, permission of instructor. Fall, Spring.

ART 2503. Fine Arts-Visual FINE ARTS. Introduction to major artists, media, styles and works of art within their cultural and historical contexts for the non-art major. Note, this course does not meet general education requirements for any degree in art. Fall, Spring, Summer. (ACTS#: ARTA 1003)

ART 3033. Drawing III Students will focus on the human figure through drawing sessions employing life models, undergoing detailed studies of anatomy, and creating independent projects involving the figure. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 1013, ART 1033 and ART 1043. Fall, Spring, Summer.

ART 3063. Painting Introduction to composition and techniques in painting media. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisites, a grade of **CR in ART 3330** ~~C or better in ART 1013, ART 1033, and ART 1043~~. Fall, Spring.

ART 3073. Watercolor Painting Emphasis on the development of composition and techniques with transparent watercolor media. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisite, a grade of C or better in ART 3063 **and a grade of CR in ART 3330**. Fall.

ART 3083. Printmaking Covers intaglio, relief, screen printing, lithography and contemporary printmaking techniques. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of **CR in ART 3330** ~~C or better in ART 1013, ART 1033, and ART 1043~~. Fall, Spring.

2017-2018 ASU-J Undergraduate Bulletin, Page 471

ART 3093. Ceramics Introduction to ceramic materials and techniques, wheelthrown and handbuilt forms. Glazing and firing undertaken. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, Permission of instructor or a grade of **CR in ART 3330** ~~C or better in ART 1013, ART 1033, and ART 1043~~. Fall, Spring.

ART 3103. Sculpture Studio practice and experimentation in three dimensional design. Clay, wood, metal, and other materials are used. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisites, a grade of **CR in ART 3330** ~~C or better in ART 1013, ART 1033, and ART 1043~~. Fall, Spring.

ART 3183. Unique Prints and Artist Books Techniques for making unique prints and artist's books. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisite, junior standing. Spring, Summer.

ART 3283. Printmaking for Designers Hands-on application of photographic, graphic, and digital artwork in two dimensions. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisite, junior standing. Fall.

ART 3330. BFA Review Admissions screening, transfer screening for all BFA students. Counseling and advising practice by portfolio review. Provides realistic assessment of student status in relation to program. Passing is prerequisite for 4000 level ART courses. Prerequisites, a grade of C or better in ART 1013, ART 1023, ART 1033, ART 1043, ART 3033, ARTH 2583, and ARTH 2893; a 2.75 GPA in all ART, ARTH, and ARED courses. Fall, Spring.

ART 3403. Photography Photographic concepts, historical precedents, aesthetics, equipment, techniques, and processes, both silver based and digital. Emphasis is placed on photography as applied to art and design. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. Prerequisites, a grade of **CR in ART 3330** ~~C or better in ART 1013, ART 1033, and ART 1043~~. Fall.

ART 3503. New Media Artworks created in relation to screen, time and code-based media. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of **CR in ART 3330** ~~C or better in ART 1013, ART 1033, and ART 1043~~. Fall, Spring.

ART 3863. Intermediate Painting Builds on basic skills and concepts from beginning drawing and painting courses, individualized projects exploring color and space in a variety of subject matter and approaches, and study of historical and contemporary art in relation to studio practice. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisite, a grade of C or better in ART 3063; or permission of instructor. Fall, Spring.

ART 4033. Advanced Drawing Working from various subject matter, including the figure model, in different media. Experimental studies in composition and technique. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 3033, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

ART 4063. Advanced Painting Individual work for advanced students. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 3863, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

ART 4083. Advanced Printmaking Specific print media produced in series. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of B or better in ART 3083, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Course Revision Proposal Form

- Undergraduate Curriculum Council
 Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.
Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shelley Gipson 2/28/2018 Department Curriculum Committee Chair	<input style="width: 100%; height: 20px;" type="text"/> COPE Chair (if applicable)	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
Temma Balducci 3/6/2018 Department Chair:	<input style="width: 100%; height: 20px;" type="text"/> Head of Unit (If applicable)	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
Warren Johnson 3/28/2018 College Curriculum Committee Chair	<input style="width: 100%; height: 20px;" type="text"/> Undergraduate Curriculum Council Chair	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
Gina Hogue 3/29/2018 College Dean	<input style="width: 100%; height: 20px;" type="text"/> Graduate Curriculum Committee Chair	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
<input style="width: 100%; height: 20px;" type="text"/> General Education Committee Chair (If applicable)	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>
<input style="width: 100%; height: 20px;" type="text"/> Vice Chancellor for Academic Affairs	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>	<input style="width: 100%; height: 20px;" type="text" value="ENTER DATE..."/>

1. Contact Person (Name, Email Address, Phone Number)
 Temma Balducci, Dept. of Art + Design, tbalducci@astate.edu, 87097320530

2. Proposed Starting Term and Bulletin Year for Change to Take Effect
 Fall 2018, 2018-2019 Bulletin

3. Current Course Prefix and Number
ART 3433 [not currently in Bulletin; deleted a few years ago]
 3.1 - [NO] Request for Course Prefix and Number change
 If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9.)*
 3.2 - If yes, has it been confirmed that this course number is available for use?
If no: Contact Registrar's Office for assistance.

4. Current Course Title
Digital Illustration
 4.1 - [NO] Request for Course Title Change
 If yes, include new Course Title Below.
 - a. title is more than 30 characters (including spaces), provide short title to be used on transcripts. *Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis).*
 - b. Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

5. - [Yes] Request for Course Description Change.

Add: May be repeated for credit.

6. – [YES] Request for prerequisites and major restrictions change.

(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

a. YES Are there any prerequisites?

a. If yes, which ones?

OLD: a grade of C or better in ART 1013, ART 1033, ART 1043, and ART 2423.

NEW: a grade of C or better in ART 1013, ART 1033, ART 1043, or permission of instructor.

b. Why or why not?

ART 2423 Print and Publication no longer exists. This will allow Studio and Graphic Design students to take this course as an elective. Adding permission of instructor will allow a student who is not a major to take this course. The instructor has confirmed that students can handle the software without the other courses.

b. NO Is this course restricted to a specific major?

a. If yes, which major?

7. – [YES] Request for Course Frequency Change (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

a. If yes, please indicate current and new frequency:
Fall, Spring to fall in line with current practice

8. – [NO] Request for Class Mode Change

If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please indicate the current and choose one.

9. – [NO] Request for grade type change

If yes, what is the current and the new grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

10. NO Is this course dual listed (undergraduate/graduate)?

a. If yes, indicate course prefix, number and title of dual listed course.

11. NO Is this course cross listed?

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

11.1 – If yes, please list the prefix and course number of cross listed course.

11.2 – Are these courses offered for equivalent credit?
Please explain.

12. NO Is this course change in support of a new program?

a. If yes, what program?

13. NO Does this course replace a course being deleted?

a. If yes, what course?

14. NO Will this course be equivalent to a deleted course or the previous version of the course?

a. If yes, which course?

15. NO Does this course affect another program?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

16. Does this course require course fees?

If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.

Revision Details

17. Please outline the proposed revisions to the course.

Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.

NONE

18. Please provide justification to the proposed changes to the course.

Three years ago, the faculty (at the time of) decided to remove Digital Illustration in favor of Typography II. Since that time, as evidenced in artwork presented at BFA Review, it has become clear that this course is important. The work they are producing is highly skilled and innovative. The current faculty feel that this course is very beneficial, and will advise students to take this course as an elective.

By tweaking the prerequisites, more students will be able to take this course. With an influx of studio and possibly other majors, it will be exciting to see the interdisciplinary projects coming out of it! (More than is already taking place.)

19. **NO** Do these revisions result in a change to the assessment plan?

**If yes: Please complete the Assessment section of the proposal on the next page.
If no: Skip to Bulletin Changes section of the proposal.

***See question 19 before completing the Assessment portion of this proposal.**

Assessment

Relationship with Current Program-Level Assessment Process

20. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

21. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program's continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans?

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

22. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	
Which learning activities are responsible for this outcome?	
Assessment Measure	What will be your assessment measure for this outcome?

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions
<p>Please visit http://www.astate.edu/a/registrar/students/bulletins/index.dot and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.</p> <p>*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.</p> <ul style="list-style-type: none"> - Deleted courses/credit hours should be marked with a red strike-through (red strikethrough) - New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font). - Any new courses should be listed in blue bold italics using enlarged font (blue bold italics using enlarged font) <p>You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon  Format Painter, and selecting the text you would like to apply the change to.</p> <p>Please visit https://youtu.be/yjdL2n4Zm4 for more detailed instructions.</p>

ART 3093. Ceramics Introduction to ceramic materials and techniques, wheelthrown and handbuilt forms. Glazing and firing undertaken. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, Permission of instructor or a grade of C or better in ART 1013, ART 1033, and ART 1043. Fall, Spring.

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ART 3433. Digital Illustration Introduction to illustration using computer applications. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 1013, ART 1033, and ART 1043, or permission of instructor. Fall, Spring.

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ART 4033. Advanced Drawing Working from various subject matter, including the figure model, in different media. Experimental studies in composition and technique. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 3033, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

ART 4063. Advanced Painting Individual work for advanced students. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of C or better in ART 3863, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

ART 4083. Advanced Printmaking Specific print media produced in series. It is expected that students will spend a minimum of three additional clock hours per week on work outside the scheduled class time for each studio class. May be repeated for credit. Prerequisites, a grade of B or better in ART 3083, and a grade of CR in ART 3330; or permission of instructor. Fall, Spring.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shelley Gipson	3/5/2018		<input type="text"/>	ENTER DATE
Department Curriculum Committee Chair		COPE Chair (if applicable)		
Temma Balducci	3/5/2018		<input type="text"/>	ENTER DATE
Department Chair:		Head of Unit (if applicable)		
Warren Johnson	3/28/2018		<input type="text"/>	ENTER DATE
College Curriculum Committee Chair		Undergraduate Curriculum Council Chair		
Gina Hogue	3/29/2018		<input type="text"/>	ENTER DATE
College Dean		Graduate Curriculum Committee Chair		
	<input type="text"/>	ENTER DATE		<input type="text"/>
General Education Committee Chair (if applicable)		Vice Chancellor for Academic Affairs		
	<input type="text"/>	ENTER DATE		<input type="text"/>
College Dean		Graduate Curriculum Committee Chair		
	<input type="text"/>	ENTER DATE		<input type="text"/>
General Education Committee Chair (if applicable)		Vice Chancellor for Academic Affairs		

1. Contact Person (Name, Email Address, Phone Number)

Temma Balducci, tbalducci@astate.edu, 809723050

2. Proposed Change

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

Revision of the Art Education Degree plan

1. Move EDAR 4523 Methods and Materials to the Emphasis Area, out of Pro Ed
2. Change Upper-level Studio Art to upper-level ART, ARED or GRFX
3. Remove the word Elective from the Art History Requirements and add upper-level (there's a new 2000-level ARTH)
4. Remove SCED 4713, Educational Measurement with Computer Applications from Pro Ed requirements
5. Remove COMS 1203 possible (0-3) requirement
6. Change watercolor to be an option not a requirement

3. Effective Date

Fall 2018, included in Fall 2018 Bulletin

4. Justification – Please provide details as to why this change is necessary.

1. Moving EDAR 4523 (effectively Teaching Art in the Secondary Grades) to the Art Education Emphasis will align better with assessment and help reduce hours in this degree
2. Allowing students to take Art, Graphic Design, Digital Design, and ARED Special Problems will allow students to have a more well-rounded, technologically savvy background so that they might teach subjects like Adobe suite, typography, graphic design, 3-D computer applications and intergenerational arts programming.
3. They aren't really Electives. You do get to pick which ones, but this word isn't really needed here
4. We cover assessment in various ways throughout the program specifically through problem-based learning, using rubrics to gauge achievement. Norm testing and computer measurement are not typically used for art content. This course is not required for other K-12 programs on the A-State campus, including the Major in Special Education (K-12), and the Music Education Programs
5. ARED students are required to present in front of faculty and students in all ART and ARED courses. This requirement will be met before graduation, if not before they are admitted to the ARED program. For example. In ART 3083, students are required to present both formal analysis, artistic practice including research, as well as content of the work. This only increases as students move through 4000-level courses.
6. This change will keep pace with modern trends that allow for a much broader base of studio in the classroom – and may include things like digital or performance practices.

In general, we are attempting to reduce hours in this program to align with current fiscal expectations: the new funding formula and the new restrictions in the Arkansas Lottery Scholarship. This will almost fall in alignment with NASAD requirements: 55-60% ART/ARTH/ARED, 25-30% GEN ED and 15-20% PRO ED. We are short 1.5 hours in ART/ARTH/ARED in this proposed 130 hour degree.

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).
- Any new courses should be listed in blue bold italics using enlarged font (*blue bold italics using enlarged font*)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

ASU-J 2017-2018 Undergraduate Bulletin, page 210

Major in Art

Bachelor of Fine Arts Emphasis in Art Education

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42)	
First Year Making Connections Course:	Sem. Hrs.
ART 1013, Design I Making Connections (See Art Major Core)	-
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 85)	
Students with this major must take the following:	
<i>MATH 1023, College Algebra or MATH course that requires MATH 1023 as a prerequisite MUS 2503, Fine Arts - Music HIST 2763, The United States To 1876 OR</i>	35
<i>HIST 2773, The United States Since 1876 POSC 2103, Introduction to United States Government PSY 2013, Introduction to Psychology THEA 2503, Fine Arts - Theatre (Required Departmental Gen. Ed. Option)</i>	
B.F.A. Art Major Core:	
Grade of "C" or better required for all B.F.A. Art Major Core Requirements, including prerequisites.	
ART 1013, Design I	3
ART 1023, Design II	3
ART 1033, Drawing I	3
ART 1043, Drawing II	3
ART 3033, Drawing III	3

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

ARTH 2583, Survey of Art History I	3
ARTH 2593, Survey of Art History II	3
Sub-total	21
Studio Art Requirements:	Sem. Hrs.
Grade of "C" or better required for all Studio Art Requirements, including prerequisites.	
ART 3063, Painting	3
ART 3083, Printmaking	3
ART 3093, Ceramics	3
ART 3103, Sculpture	3
ART 3403, Photography	3
Sub-total	15
Emphasis Area (Art Education):	Sem. Hrs.
Grade of "C" or better required for all ART/ARTH/ARED courses applied to the Bachelor of Fine Arts Degree, including prerequisites.	
ARED 3803, Teaching Art in the Elementary Grades	3
ARED 4703, Concepts in Art Education	3
*EDAR 4523, Methods and Materials for Teaching Art	3
ART 3073, Watercolor	3
ART 3330, BFA Review	0
Upper-level Studio Art ART, ARED or GRFX	18
Upper-level Art History Electives	6
Sub-total	30 33

ASU-J 2017-2018 Undergraduate Bulletin, page 211

Major in Art (cont.)

Bachelor of Fine Arts

Emphasis in Art Education

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

Professional Education Requirements:	Sem. Hrs.
Grade of "C" or better required for all Professional Education Requirements. Courses denoted below with an asterisk (*) require admission to the Teacher Education	
Program. For additional information, see Professional Education Requirements for Secondary Majors in the College of Education and Behavioral Science section.	
*EDAR 4523, Methods and Materials in the Teaching of Art	3
ELSE 3643, The Exceptional Student in the Regular Classroom	3
PSY 3703, Educational Psychology	3
SCED 2513, Introduction to Secondary Teaching	3
*SCED 3515, Performance Based Instructional Design	5
*SCED 4713, Educational Measurement with Computer Applications	3
*TIAR 4826, Teaching Internship in the Secondary School	12
Sub-total	32 26
Additional Requirements for Teacher Education:	Sem. Hrs.
COMS 1203, Oral Communication	0-3
Students must pass an oral communication exam before admittance into the Teacher Education Program. Students who fail the exam must take COMS 1203, Oral Communication.	
Total Required Hours:	133-136 130

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

Course Revision Proposal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shelley Gipson 3/5/2018
Department Curriculum Committee Chair

<input type="text"/>	<input type="text" value="ENTER DATE..."/>
COPE Chair (if applicable)	

Temma Balducci 3/5/2018
Department Chair:

<input type="text"/>	<input type="text" value="ENTER DATE..."/>
Head of Unit (If applicable)	

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Undergraduate Curriculum Council Chair	

Gina Hogue 3/29/2018
College Dean

<input type="text"/>	<input type="text" value="ENTER DATE..."/>
Graduate Curriculum Committee Chair	

<input type="text"/>	<input type="text" value="ENTER DATE"/>
General Education Committee Chair (If applicable)	

<input type="text"/>	<input type="text" value="ENTER DATE..."/>
Vice Chancellor for Academic Affairs	

1. Contact Person (Name, Email Address, Phone Number)

Temma Balducci, tbalducci@astate.edu, 870.972.3050

2. Proposed Starting Term and Bulletin Year for Change to Take Effect

Fall 2018

3. Current Course Prefix and Number

ARTH 4573

3.1 – [YES] Request for Course Prefix and Number change

If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9.)*

ARTH 3573

3.2 – If yes, has it been confirmed that this course number is available for use? YES

If no: Contact Registrar's Office for assistance.

4. Current Course Title

History of Graphic Design

4.1 – [NO] Request for Course Title Change

If yes, include new Course Title Below. *If title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).*

5. – [NO] Request for Course Description Change.

If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

6. – [YES] Request for prerequisites and major restrictions change.

(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

a. Are there any prerequisites? YES

a. If yes, which ones?

C or better in ARTH 2583 and ARTH 2593; or permission of instructor

b. Why or why not?

Students need a basic background knowledge of art history before taking the course. NO CHANGES to prerequisites

b. Is this course restricted to a specific major? YES

a. If yes, which major? **Graphic Design**

7. – [NO] Request for Course Frequency Change (e.g, Fall, Spring, Summer). *Not applicable to Graduate courses.*

a. If yes, please indicate new frequency:

8. – [NO] Request for Class Mode Change

If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

9. – [NO] Request for grade type change

If yes, what is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

10. Is this course dual listed (undergraduate/graduate)? NO

a. If yes, indicate course prefix, number and title of dual listed course.

11. Is this course cross listed? **NO**

(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)

- a. If yes, please list the prefix and course number of cross listed course.
- b. Are these courses offered for equivalent credit?
Please explain.

12. Is this course change in support of a new program? **NO**

- a. If yes, what program?

13. Does this course replace a course being deleted? **NO**

- a. If yes, what course?

14. Will this course be equivalent to a deleted course or the previous version of the course? **YES**

- a. If yes, which course?

This course will be equivalent to ARTH 4573. The change to a 3000-level course better reflects the content and course assignments. The 4000-level designation is a left-over from graduate cross-listing back in the day.

15. Does this course affect another program? **NO**

If yes, provide contact information from the Dean, Department Head, and/or Program Director whose area this affects.

16. Does this course require course fees? **NO**

If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.

Revision Details

17. Please outline the proposed revisions to the course.

Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.

NO changes to content or Assessment

18. Please provide justification to the proposed changes to the course.

Making this course a 3000-level, brings History of Graphic Design in line with all other Art History courses. It was left off the list by accident. All broad range comprehensive genres are at the 3000-level, while the 4000-level is seminar based.

Enrollment numbers in the class are high, and it fills or over-fills every other year. In order to prevent GD/DD students from having to wait and possibly not graduate, we would like to restrict it to the major.

19. Do these revisions result in a change to the assessment plan?

[NO]

**If yes: Please complete the Assessment section of the proposal on the next page.*

**If no: Skip to Bulletin Changes section of the proposal.*

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

2017-18 ASU-J Undergraduate Bulletin, Page 213

Major in Graphic Design

Bachelor of Fine Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42)	
First Year Making Connections Course:	Sem. Hrs.
ART 1013, Design I Making Connections (See Art Major Core)	-
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	
Students with this major must take the following:	35
MUS 2503, Fine Arts - Music THEA 2503, Fine Arts - Theatre (Required Departmental Gen. Ed. Option)	

B.F.A. Art Major Core:		Sem. Hrs.
Grade of "C" or better required for all B.F.A. Art Major Core Requirements, including prerequisites.		
ART 1013, Design I		3
ART 1023, Design II		3
ART 1033, Drawing I		3
ART 1043, Drawing II		3
ART 3033, Drawing III		3
ARTH 2583, Survey of Art History I		3
ARTH 2593, Survey of Art History II		3
Sub-total		21
Studio Art Requirements:		Sem. Hrs.
Grade of "C" or better required for all Studio Art Requirements, including prerequisites.		
ART 3063, Painting		3
ART 3083, Printmaking		3
ART 3093, Ceramics		3
ART 3103, Sculpture		3
ART 3403, Photography		3
Sub-total		15
Additional Requirements:		Sem. Hrs.
ARTH 4573 3573, History of Graphic Design		3
Art History Elective		3
Sub-total		6
Graphic Design Requirements:		Sem. Hrs.
Grade of "C" or better required for all Graphic Design Requirements, including prerequisites.		
GRFX 1111, Design Technology		1
GRFX 2103, Visual Thinking		3
GRFX 2203, Introduction to Graphic Design		3
GRFX 2303, Typography and Layout		3
GRFX 2703, Introduction to Web Design		3
GRFX 3303, Intermediate Typography		3
GRFX 3400, Graphic Design Review		0
GRFX 3503, Identity Design		3
GRFX 3603, Advertising Design		3

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Major in Graphic Design

Bachelor of Fine Arts Emphasis in Digital Design

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:		
See University General Requirements for Baccalaureate degrees (p. 42)		
First Year Making Connections Course:		Sem. Hrs.
ART 1013, Design I Making Connections (See Art Major Core)		-

General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	
Students with this major must take the following:	35
<i>MUS 2503, Fine Arts - Music</i> <i>THEA 2503, Fine Arts - Theatre (Required Departmental Gen. Ed. Option)</i>	
B.F.A. Art Major Core:	Sem Hrs.
Grade of "C" or better required for all B.F.A. Art Major Core Requirements, including prerequisites.	
ART 1013, Design I	3
ART 1023, Design II	3
ART 1033, Drawing I	3
ART 1043, Drawing II	3
ART 3033, Drawing III	3
ARTH 2583, Survey of Art History I	3
ARTH 2593, Survey of Art History II	3
Sub-total	21
Studio Art Requirements:	Sem. Hrs.
Grade of "C" or better required for all Studio Art Requirements, including prerequisites.	
ART 3063, Painting	3
ART 3083, Printmaking	3
ART 3093, Ceramics	3
ART 3103, Sculpture	3
ART 3403, Photography	3
Sub-total	15
Additional Requirements:	Sem. Hrs.
ARTH 4573 3573, History of Graphic Design	3
Art History Elective	3
Sub-total	6
Emphasis Area (Digital Design):	Sem. Hrs.
Grade of "C" or better required for all Graphic Design Requirements, including prerequisites.	
GRFX 1111, Design Technology	1
GRFX 2103, Visual Thinking	3
GRFX 2203, Introduction to Graphic Design	3
GRFX 2303, Typography and Layout	3
GRFX 2703, Introduction to Web Design	3
GRFX 3303, Intermediate Typography	3
GRFX 3703, Intermediate Web Design	3
GRFX 3713, 3D Digital and Game Design	3

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(this is not current – as the ARTH 3000 changeover has passed UCC but is not reflected in the current Bulletin)

Art History (ARTH)

ARTH 2583. Survey of Art History I General investigation of the historical development of art from prehistoric periods to the Renaissance, including Non-Western Art. Fall, Spring. (ACTS#: ARTA 2003)

ARTH 2593. Survey of Art History II Continuation of ARTH 2583, covering the period from the Renaissance to the Modern period, including Non-Western Art. Fall, Spring. (ACTS#: ARTA 2103)

ARTH 430V. Studies in Art History Individual directed study and investigation of pertinent areas in the history of art. May be repeated for credit. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Summer, even.

ARTH 4443. 19th Century European Art This course examines major artists and works of art in Europe from the beginning of the French Revolution to the end of the nineteenth century. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Fall even.

ARTH 4503. History of Photography History, aesthetics, and appreciation of photography. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Spring, even.

ARTH 4533. Renaissance Art History Artists, styles, and development of art during the Renaissance Period in Italy and northern Europe. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Fall, odd.

ARTH 4553. Medieval Art History Formation and development of art from the early Christian through the Gothic period. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Spring, odd.

ARTH 4563. Baroque and Rococo Art Artists, styles, and developments of Baroque and Rococo Art immediately following the Renaissance. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Fall, odd.

ARTH ~~4573~~ 3573. History of Graphic Design A historical overview of visual communication from the origins of printing and typography, through the impact of industrial technology, to the development of modern graphic design. Prerequisites, **Declared Graphic Design Major**; a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Spring, odd.

ARTH 4593. Greek Art and Architecture A survey of Greek Art and Architecture from the early Classical through Hellenistic periods. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Fall even.

ARTH 4603. Art of the 20th Century This course examines major artists and works of art in Western culture from the beginning of the twentieth century to the present day. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Spring, odd.

ARTH 4611. Senior Thesis Provide students the opportunity to research and write an art historical essay that proves an original thesis; required of all BA in Art, Art History emphasis students; to be completed in the final semester. Permission of instructor required. Prerequisite, 2.75 GPA in all ART/ARED/ARTH courses. Fall and Spring.

ARTH 4613. American Art History This survey of American Art from colonial times to the present examines major artistic and cultural developments in the United States, within the context of American history, and against the backdrop of European activity. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Fall, odd.

ARTH 4623. Roman Art and Architecture This course examines the major monuments and art styles in the city of Rome and the Roman provinces from the Republic to the Imperial period, ending with the reign of Constantine the Great. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Spring, odd.

ARTH 4693. Contemporary Art 1970 to Present This course examines major artists and works of art in Western culture from 1970 to the present day. Prerequisites, a grade of C or better in ARTH 2583 and ARTH 2593; or permission of instructor. Spring, even.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shelley Gipson	3/5/2018		ENTER DATE
Department Curriculum Committee Chair		COPE Chair (if applicable)	
Temma Balducci	3/5/2018		ENTER DATE
Department Chair:		Head of Unit (If applicable)	
Warren Johnson	3/28/2018		ENTER DATE
College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	
Gina Hogue	3/29/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Dr. Temma Balducci, Dept. of Art + Design, tbalducci@astate.edu, 870.972.3050

2.Proposed Change

Change prerequisites for all 3000-level ARTH courses from junior level to ARTH 2583 OR ARTH 2593 OR ART 2503 OR permission of instructor.

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

While the junior level standing would allow non-majors to take ARTH courses without an override, the amount of paperwork this created for the majors was unacceptable.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

Bulletin Changes

Instructions

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- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4IZm4> for more detailed instructions.

Page 473

ARTH 3013. Egyptian and Near Eastern Art and Architecture Survey of ancient Egypt and the Near East within their cultural and historic contexts from the Neolithic period to Alexander the Great; issues related to cultural heritage policy, preservation, and the art market. Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of instructor. Fall, even.

ARTH 3023. Greek and Roman Art and Architecture Survey of the Greco-Roman cultural tradition from the emergence of urban centers in Athens and Rome to the shift to Medieval culture after the fall of Rome (ca. 1000 BCE – 400 CE). Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of instructor. Fall, odd.

ARTH 3033. Late Antique and Eastern Mediterranean Art and Architecture Survey of Late Antique and Medieval artistic traditions of Judaism, early Christianity, and Islam, focusing on the relationship between style, political context, and religious

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

devotion. Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of instructor. Spring, even.

ARTH 3043. Asian Art and Architecture Survey of the art and architecture of Asia from the Neolithic period to today, focusing on the relationship between style and cultural exchange. Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of instructor. Fall, odd.

ARTH 3053. Medieval and Renaissance Art and Architecture Formation and development of art and architecture from the Carolingian period to the end of the Renaissance, focusing on how style was affected by historical context and changing religious practices. Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of instructor. Spring, odd.

ARTH 3063. Baroque and Rococo Art and Architecture Survey of art and architecture immediately following the Renaissance, focusing on the political and cultural developments that influenced the period. Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of the instructor. Fall, even.

ARTH 3073. Nineteenth Century Art and Architecture Global survey of major artists and works of art, focusing on Europe and America from the 1780s to the end of the nineteenth century. Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of instructor. Fall, odd.

ARTH 3083. Twentieth Century Art and Architecture Global survey of major artists and works of art with a focus on Europe and America in the twentieth century. Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of instructor. Spring, even.

ARTH 3093. Global Contemporary Art 1980 to Present Global survey of major artists and works of art from 1980 to the present day. Prerequisites, ~~junior level standing~~; **ARTH 2583 or ARTH 2593 or ART 2503** or permission of instructor. Spring, odd.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Reconfiguration of Existing Degree Program Proposal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Shelley Gipson	3/8/2018
----------------	----------

Department Curriculum Committee Chair

--

COPE Chair (if applicable)

ENTER DATE

Temma Balducci 3/9/2018

Department Chair:

--

Head of Unit (If applicable)

ENTER DATE

Warren Johnson 3/28/2018

College Curriculum Committee Chair

--

Undergraduate Curriculum Council Chair

ENTER DATE

Gina Hogue 3/29/2018

College Dean

--

Graduate Curriculum Committee Chair

ENTER DATE

	ENTER DATE
--	------------

General Education Committee Chair (If applicable)

--

Vice Chancellor for Academic Affairs

ENTER DATE

i. Proposed Program Title

B.A. Art Therapy

ii. Contact Person (Name, Email Address, Phone Number)

Temma Balducci, tbalducci@astate.edu, 3745

iii. Proposed Starting Date

Fall 2018

iv. Is there differential tuition requested? *If yes, please fill out the New Program/Tuition and Fees Change Form.*

no

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

****For new programs, please insert copy of all sections where this is referenced.****

2017-2018 ASU-J Undergraduate Bulletin, insert after Page 217

Major in Art Therapy

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:	
See University General Requirements for Baccalaureate degrees (p. 42)	

First Year Making Connections Course:	Sem. Hrs.
ART 1013, Design I Making Connections	-
General Education Requirements:	Sem. Hrs.
See General Education Curriculum for Baccalaureate degrees (p. 84)	
Students with this major must take the following:	
<i>MUS 2503, Fine Arts - Music</i>	35
<i>THEA 2503, Fine Arts - Theatre (Required Departmental Gen. Ed. Option)</i>	
<i>PSY 2013, General Psychology</i>	
Other Requirements:	Sem Hrs.
CD 3402 Introduction to Manual Communication	4
CD 4502 Advanced Manual Communication	
Major Requirements:	Sem. Hrs.
Grade of "C" or better required for all Major Requirements, including prerequisites.	
ART 1013, Design I	3
ART 1023, Design II	3
ART 1033, Drawing I	3
ART 1043, Drawing II	3
ARTH 2583, Survey of Art History I	3
ARTH 2593, Survey of Art History II	3
ART 3033, Drawing III	3
ART 3063, Painting	3
ART 3083, Printmaking	3
ART 3093, Ceramics	3
ART 3103, Sculpture	3
ART 3403, Photography	3
Art History Electives 3000/4000-level	6
Studio Art Electives 3000/4000-level	6
ARED 4753, Special Problems in Art Education (capstone - practical applications of art therapy)	5

PSY 2023, Psychology as a Science and Profession	3
PSY 3103, Quantitative Methods for Behavioral Sciences and PSY 3101 Quantitative Methods Lab	4
PSY 3113, Research Design in Psychology	3
PSY 3453, Developmental Psychology	3
PSY 4533, Abnormal Psychology	3
Choose two of the following: COUN 3023, Foundations of Counseling COUN 3033, Multicultural Issues in the Helping Professions COUN 3203, Interpersonal Communication Skills for the Helping Professions	6
Choose one of the following: PSY 3403, Child Psychology PSY 3413, Adolescent Psychology	3
Choose one of the following: PSY 3823, History of Psychology PSY 4553, Personality Theory	3
Sub-total Major Requirements	81
Total Required Hours:	120

LETTER OF NOTIFICATION – 11
RECONFIGURATION OF EXISTING DEGREE PROGRAMS
(Consolidation or Separation of Degrees to Create New Degree)

**Please include the documents to be submitted found throughout this LON at the end of the form.*

1. Institution submitting request: **Department of Art + Design**
2. Contact person/title: **Temma Balducci/Interim Chair**
3. Title(s) of degree programs to be consolidated/reconfigured:
B.F.A. Studio Art, B.S. Psychology
(Neither program will be deleted.)
4. Current CIP Code(s)/Current Degree Code(s): [Enter text...]
5. Proposed title of consolidated/reconfigured program: **B.A. Art Therapy**
6. Proposed CIP Code for new program: [Enter text...]
7. Proposed Effective Date: **August 2018**
8. Reason for proposed program consolidation/reconfiguration:

We decided to develop this major based on inquiries from prospective students and current students. No other universities in Arkansas offer this major.
9. Provide current and proposed curriculum outline by semester.
See end of document.
10. Provide program budget. Indicate amount of funds available for reallocation.
The new degree will be taught by current faculty using existing facilities. There will be no reallocation of funds.
11. Provide current and proposed organizational chart.
The new degree will be housed in the Department of Art + Design. There are no changes in the organization chart or reporting structure.
12. Institutional curriculum committee review/approval date: [Enter text...]
13. Are the existing degrees offered off-campus or via distance delivery? **no**
14. Will the proposed degree be offered on-campus, off-campus, or via distance delivery?
On campus

15. Identify mode of distance delivery or the off-campus location for the proposed program.
[Enter text...]

16. Provide documentation that proposed program has received full approval by licensure/certification entity, if required.

NASAD approves only after institutional approval has been received. They do provide specific guidelines for the Art Therapy degree, which we have followed.

17. Provide copy of e-mail notification to other institutions in the area of the proposed program and their responses; include your reply to the institutional responses.

No other universities in Arkansas offer the B.A. in Art Therapy.

18. List institutions offering similar program and identify the institutions used as a model to develop the proposed program.

All of the following institutions provide similar programs and were helpful in developing the proposed program: Seton Hill University, Emporia State University, Indiana Wesleyan University.

19. Provide scheduled program review date (within 10 years of program implementation).
2028

20. Provide additional program information if requested by ADHE staff.
[Enter text...]

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic officer: _____

Date:

Name (printed):

8-Semester Plan
(referenced in #9 - Undergraduate Proposals Only)

Instructions: Please identify new courses in italics.

Arkansas State University-							
Jonesboro Degree:							
Major: Art Therapy							
Year 2019							
Students requiring developmental course work based on low entrance exam scores (ACT, SAT, ASSET, COMPASS) may not be able to complete this program of study in eight (8) semesters. Developmental courses do not count toward total degree hours. Students							
YR 1				YR 1			
Fall				Spring			
Course No.	Course Name	Hrs	Gen	Course No.	Course Name	Hrs	Gen
PSY 2013	General Psychology	3		ART 1023	Design II	3	
ART 1013	Design I	3		ARTH 2583	Survey of Art History Survey I	3	
ENG 1003	Composition I	3		MATH 1023	College Algebra	3	
GEOG 2613	Intro to Geography	3		PHYS	Space Science/Lab	4	
ART 1033	Drawing I	3		ART 1043	Drawing II		
Total Hours				Total Hours			
YR 2				YR 2			
Fall				Spring			
Course No.	Course Name	Hrs	Gen	Course No.	Course Name	Hrs	Gen
ART 3033	Drawing III	3		ART 3063	Painting	3	
PSY 2023	Psychology as a Science	3		ARTH 4593	Survey of Art History Survey II	3	
ENG 1013	Composition II	3		ART 3000/4000	Studio Art Elective	3	
PHIL 1103	Intro to Philosophy	3		ANTH 2233	Introduction to Cultural	3	
CD 3402	Intro to Manual Communication	3		ART 3083	Printmaking	3	
Total Hours				Total Hours			
YR 3				YR 3			
Fall				Spring			
Course No.	Course Name	Hrs	Gen	Course No.	Course Name	Hrs	Gen
ART 3093	Ceramics	3		ART 3403	Photography	3	
ART 3000/4000	Studio Art Elective	3		ART 3103	Sculpture	3	
PSY 3103/3101	Quantitative Methods	3		PSY 3453	Developmental Psych	3	
CD 4502	Advanced Manual Communication	3		HIST 2763	U.S. History to 1876		
PSY 3113	Research Design Psych	3		THEA 2503	Fine Arts Theatre	3	
Total Hours				Total Hours			
YR 4				YR 4			
Fall				Spring			
Course No.	Course Name	Hrs	Gen	Course No.	Course Name	Hrs	Gen
COUN 3023	Foundations of Counseling	3		ARED 4753	Special Problems in Art Education	3	
PSY 4553	Personality Theory	3		COUN 3203	Interpersonal Comm Skills	3	
PSY 4533	Abnormal Psychology	3		CHEM 1013/1023	Chemistry/Lab	4	
ELSE 3643	Teaching Exceptional Student	3		MUS 2503	Fine Arts Music	3	
ARTH 3000/4000	Art History Elective	3		ARTH 3000/4000	Art History Elective	3	
Total Hours				Total Hours			
Total Jr/Sr Hours		64		Total Degree Hours		120	

Graduation Requirements: Students must have a C or higher in all ARED/ART/ARTH/ELSE/COUN/PSY courses; their overall GPA must be 2.75 to enroll in the capstone/field experience course, ARED 4753

Student Learning Outcomes

Provide outcomes that students will accomplish during or at completion of this reconfigured degree. Fill out the following table to develop a continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

University Outcomes

Please indicate the university-level student learning outcomes for which this new program will contribute. Please complete the table by adding program level outcomes (PLO) to the first column, and indicating the alignment with the university learning outcomes (ULO). If you need more information about the ULOs, go to the [University Level Outcomes Website](#).

	<u>ULO 1: Creative & Critical Thinking</u>	<u>ULO 2: Effective Communication</u>	<u>ULO 3: Civic & Social Responsibility</u>	<u>ULO 4: Globalization & Diversity</u>
<u>PLO 1</u> <u>Studio Art</u>	x	x	x	
<u>PLO 2</u> <u>Art History</u>	x		x	x
<u>PLO 3</u> <u>Psychology</u>	x	x	x	

Note: Best practices suggest 4-7 outcomes per program; minors would have 1 to 4 outcomes.

Outcome 1	Students will be able to apply a working knowledge of aesthetic, conceptual, and technical issues in art (contemporary and historical) to the conceptualization, development, and completion of works of art.
Assessment Procedure Criterion	Students will complete a research project that includes evaluation of needs assessment, design and implementation of an appropriate creative activity for a chosen population using current research methodologies.
Which courses are responsible for this outcome?	ARED 4753: Special Problems in Art Education
Assessment Timetable	Year 1 (2021-2022) on a 3-year cycle
Who is responsible for	Assessment Committee (membership includes Art Education, Art History, Psychology, and Art Studio faculty)

assessing and reporting on the results?	
---	--

Outcome 2	Students will be able to understand art materials in their historical context including stylistic traits, theory, aesthetics, and critical response in Western and non-Western traditions.
Assessment Procedure Criterion	Students will complete a research project that includes evaluation of needs assessment, design and implementation of an appropriate creative activity for a chosen population using current research methodologies.
Which courses are responsible for this outcome?	ARED 4753: Special Problems in Art Education
Assessment Timetable	Year 2 (2022-2023) on a 3-year cycle
Who is responsible for assessing and reporting on the results?	Assessment Committee (membership includes Art Education, Art History, Psychology, and Art Studio faculty)

Outcome 3	Students will be able to apply psychological knowledge.
Assessment Procedure Criterion	Students will complete a research project that includes evaluation of needs assessment, design and implementation of an appropriate creative activity for a chosen population using current research methodologies.
Which courses are responsible for this outcome?	ARED 4753: Special Problems in Art Education
Assessment Timetable	Year 3 (2023-2024) on a 3-year cycle
Who is responsible for assessing and reporting on the results?	Assessment Committee (membership includes Art Education, Art History, Psychology, and Art Studio faculty)

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CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Matthew Costello	3/22/2018		ENTER DATE
Department Curriculum Committee Chair		COPE Chair (if applicable)	
Veena Kulkarni	3/22/2018		ENTER DATE
Department Chair:		Head of Unit (If applicable)	
Warren Johnson	3/28/2018		ENTER DATE
College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	
Gina Hogue	3/29/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Matthew Costello, Dept. of Criminology, Sociology, and Geography, mcostello@astate.edu, 870-972-2956

2.Proposed Change

Remove “or” between the courses SOC 3273 and SOC 3293 in BA in Criminology.

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

SOC3273 and SOC3293 are not comparable courses. The “or” was initially placed there in error.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.
Form Revised: 09/05/2017

Bulletin Changes

Instructions

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Please visit <https://youtu.be/yjdL2n4!Zm4> for more detailed instructions.

Undergraduate Bulletin 2017-2018, p. 228-229

Major in Criminology

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

See University General Requirements for Baccalaureate degrees (p. 42)

First Year Making Connections Course:

SOC 1013, Making Connections Sociology

Sem. Hrs.

3

General Education Requirements:

See General Education Curriculum for Baccalaureate degrees (p. 85)

Sem. Hrs.

35

Students with this major must take the following:

Twelve hours in Social Sciences (Required Departmental Gen. Ed. Option), including one of the following:

GEOG 2613, Introduction to Geography

POSC 2103, Introduction to U. S. Government

PSY 2013, Introduction to Psychology

SOC 2213, Introduction to Sociology

Language Requirement:

Foreign Language

Sem. Hrs.

0-12

Refer to Foreign Language Requirement in College of Liberal Arts and Communication.

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

Major Requirements:	Sem. Hrs.
CRIM 1023, Introduction to Criminal Justice	3
CRIM 2263, Criminal Evidence and Procedure OR	3
POSC 3183, Criminal Law and the Constitution	
CRIM 3183, Institutional Corrections OR	3
CRIM 3193, Community Corrections	
CRIM 3223, Police and Society	3
CRIM 3263, Criminology	3
CRIM 4243, Social Justice	3
CRIM 4493, Capstone in Criminology	3
SOC 3383, Social Statistics	3
SOC 4293, Methods of Social Research	3

Major in Criminology (cont.)

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

Electives (select 21 hours from the following): 21

- CRIM 2043, Community Relations
- CRIM 2253, Criminal Investigation
- CRIM 2263, Criminal Evidence and Procedure
- If not used for major core course requirement.*
- CRIM 3323, Juvenile Delinquency
- CRIM 3423, Serial Homicide
- CRIM 4103, Criminal Justice Systems
- CRIM 460V, Special Problems
- CRIM 470V, Internship
- HIST 3583, History of Law Enforcement
- POSC 3113, American Municipal Government
- POSC 3143, State and Local Government
- POSC 3183, Criminal Law and the Constitution
- If not used for major core course requirement.*
- POSC 4533, Environmental Law and Administration
- PSY 3413, Adolescent Psychology
- PSY 4533, Abnormal Psychology
- SOC 2223, Social Problems
- SOC 3273, Social Stratification **OR**
- SOC 3293, Self and Society
- SOC 3353, Minority Groups
- SOC 3463, Collective Behavior
- SOC 4003, Perspectives on Death and Dying
- SOC 4063, Sociology of Disasters
- SOC 4073, Sociology of Family Violence **OR**
- SW 4213, Introduction to Domestic Violence
- SOC 4203, Social Deviance
- SOC 4223, Urban Sociology
- SOC 4233, Social Organization
- SOC 4243, Social Theory
- SOC 4253, Rural Sociology
- SOC 4263, Terrorism as a Social Movement
- SOC 4273, World Population and Society

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

SOC 4283, Qualitative Data Analysis
SOC 4323, Applied Research
SOC 4343 Geographic Information Systems for the Social Sciences
SOC 4363, Environmental Sociology
SW 3323, Substance Abuse: Intervention and Treatment
SW 3343, Child Abuse and Neglect

Sub-total	48
Electives:	Sem. Hrs.
Electives	22-34
Total Required Hours:	120

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

Undergraduate Curriculum Council

Graduate Council

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Gina Hogue	3/29/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
			ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Matthew Costello, Dept. of Criminology, Sociology, and Geography, mcostello@astate.edu, 870-972-2956

2.Proposed Change

1. Add SW 4213 as an alternative elective to SOC 4073 for BA Criminology.
2. Add SOC 4333 to the list of potential electives for both BA Sociology and Criminology.

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.
Form Revised: 09/05/2017

1. SOC 4073, Sociology of Family Violence, and SW4213, Introduction to Domestic Violence, cover many of the same topics, and are therefore comparable courses.

2. SOC 4333, Sociology of Youth Subcultures, should have previously been listed as a possible elective for both Sociology and Criminology majors. It is a course that is regularly offered and it covers information relevant to both majors, including aspects of social learning and deviant behavior.

Bulletin Changes

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Undergraduate Bulletin 2017-2018, pp. 228ff

Major in Criminology

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

See University General Requirements for Baccalaureate degrees (p. 42)

First Year Making Connections Course:

SOC 1013, Making Connections Sociology

Sem. Hrs.

3

General Education Requirements:

See General Education Curriculum for Baccalaureate degrees (p. 85)

Sem. Hrs.

35

Students with this major must take the following:

Twelve hours in Social Sciences (Required Departmental Gen. Ed. Option), including one of the following:

GEOG 2613, Introduction to Geography

POSC 2103, Introduction to U. S. Government

PSY 2013, Introduction to Psychology

SOC 2213, Introduction to Sociology

Language Requirement:

Foreign Language

Sem. Hrs.

0-12

Refer to Foreign Language Requirement in College of Liberal Arts and Communication.

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

Major Requirements:	Sem. Hrs.
CRIM 1023, Introduction to Criminal Justice	3
CRIM 2263, Criminal Evidence and Procedure OR	3
POSC 3183, Criminal Law and the Constitution	
CRIM 3183, Institutional Corrections OR	3
CRIM 3193, Community Corrections	
CRIM 3223, Police and Society	3
CRIM 3263, Criminology	3
CRIM 4243, Social Justice	3
CRIM 4493, Capstone in Criminology	3
SOC 3383, Social Statistics	3
SOC 4293, Methods of Social Research	3

Major in Criminology (cont.)

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

Electives (select 21 hours from the following): 21

- CRIM 2043, Community Relations
- CRIM 2253, Criminal Investigation
- CRIM 2263, Criminal Evidence and Procedure
- If not used for major core course requirement.*
- CRIM 3323, Juvenile Delinquency
- CRIM 3423, Serial Homicide
- CRIM 4103, Criminal Justice Systems
- CRIM 460V, Special Problems
- CRIM 470V, Internship
- HIST 3583, History of Law Enforcement
- POSC 3113, American Municipal Government
- POSC 3143, State and Local Government
- POSC 3183, Criminal Law and the Constitution
- If not used for major core course requirement.*
- POSC 4533, Environmental Law and Administration
- PSY 3413, Adolescent Psychology
- PSY 4533, Abnormal Psychology
- SOC 2223, Social Problems
- SOC 3273, Social Stratification **OR**
- SOC 3293, Self and Society
- SOC 3353, Minority Groups
- SOC 3463, Collective Behavior
- SOC 4003, Perspectives on Death and Dying
- SOC 4063, Sociology of Disasters
- SOC 4073, Sociology of Family Violence **OR**
- SW 4213, Introduction to Domestic Violence
- SOC 4203, Social Deviance
- SOC 4223, Urban Sociology
- SOC 4233, Social Organization
- SOC 4243, Social Theory
- SOC 4253, Rural Sociology
- SOC 4263, Terrorism as a Social Movement
- SOC 4273, World Population and Society

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
Form Revised: 09/05/2017

SOC 4283, Qualitative Data Analysis
 SOC 4323, Applied Research
SOC 4333, Sociology of Youth Subcultures
 SOC 4343 Geographic Information Systems for the Social Sciences
 SOC 4363, Environmental Sociology
 SW 3323, Substance Abuse: Intervention and Treatment
 SW 3343, Child Abuse and Neglect

Sub-total	48
Electives:	Sem. Hrs.
Electives	22-34
Total Required Hours:	120

Major in Sociology

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

See University General Requirements for Baccalaureate degrees (p. 42)

First Year Making Connections Course:

SOC 1013, Making Connections Sociology

**Sem.
Hrs.**
3

General Education Requirements:

See General Education Curriculum for Baccalaureate degrees (p. 85)

**Sem.
Hrs.**
35

Students with this major must take the following:

Twelve hours in Social Sciences (Required Departmental Gen. Ed. Option), including one of the following:

GEOG 2613, Introduction to Geography

PSY 2013, Introduction to Psychology

Language Requirement:

Foreign Language

Refer to Foreign Language Requirement in College of Liberal Arts and Communication.

**Sem.
Hrs.**
0-12

Major Requirements:

SOC 2213, Introduction to Sociology

If taken to meet General Education Requirement, substitute another SOC course for Major Requirement.

**Sem.
Hrs.**
3

SOC 2223, Social Problems

3

SOC 3273, Social Stratification

3

SOC 3383, Social Statistics

3

SOC 4243, Social Theory

3

SOC 4293, Methods of Social Research

3

SOC 4323, Applied Research

3

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

Major in Sociology (cont.)

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

Electives (select 18 hours from the following): 18

ANTH 2233, Introduction to Cultural Anthropology

CRIM 3263, Criminology

CRIM 3323, Juvenile Delinquency

SOC 3003, Sociology of Gender

SOC 3223, Sociology of Families

SOC 3293, Self and Society

SOC 3313, Sociology of Sexuality

SOC 3333, Sociology of Health & Illness

SOC 3353, Minority Groups

SOC 3363, Sociology of Religion

SOC 3463, Collective Behavior

SOC 4003, Perspectives on Death and Dying

SOC 4063, Sociology of Disasters

SOC 4073, Sociology of Family Violence **OR**

SW 4213, Introduction to Domestic Violence

SOC 4203, Social Deviance

SOC 4213, Childhood and Adolescence

SOC 4223, Urban Sociology

SOC 4233, Social Organization

SOC 4253, Rural Sociology

SOC 4263, Terrorism as a Social Movement

SOC 4273, World Population and Society

SOC 4283, Qualitative Data Analysis

SOC 4323, Applied Research

If not taken to satisfy the core requirement.

SOC 4333, Sociology of Youth Subcultures

SOC 4343, Geographic Information Systems for the Social Sciences

SOC 4353, Sociology of Aging

SOC 4363, Environmental Sociology

SOC 4423, Sociology of Medicine

SOC 460V, Special Problems

SOC 4703, Internship

Sub-total

39

Electives:

Sem. Hrs.

Electives

31-43

Total Required Hours:

120

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

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Bulletin / Banner Change Transmittal Form

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Graduate Council

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College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	
Gina Hogue	3/29/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Matthew Costello, Dept. of Criminology, Sociology, and Geography, mcostello@astate.edu, 870-972-2956

2.Proposed Change

Add POSC 2103 and SOC 2213 as potential options under the General Education Social Science Requirements for the BA in Sociology to align with the requirements of the BA in Criminology.

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

These two courses are listed as General Education Requirement options for Criminology majors. They should also be for Sociology majors. It was simply an oversight that they previously were not.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

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Major in Sociology

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

University Requirements:

See University General Requirements for Baccalaureate degrees (p. 42)

First Year Making Connections Course:

SOC 1013, Making Connections Sociology

Sem.
Hrs.

3

General Education Requirements:

See General Education Curriculum for Baccalaureate degrees (p. 85)

Sem.
Hrs.

35

Students with this major must take the following:

Twelve hours in Social Sciences (Required Departmental Gen. Ed. Option), including one of the following:

GEOG 2613, Introduction to Geography

POSC 2103, Introduction to U. S. Government

PSY 2013, Introduction to Psychology

SOC 2213, Introduction to Sociology

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

Language Requirement:	Sem. Hrs. 0-12
Foreign Language <i>Refer to Foreign Language Requirement in College of Liberal Arts and Communication.</i>	
Major Requirements:	Sem. Hrs.
SOC 2213, Introduction to Sociology <i>If taken to meet General Education Requirement, substitute another SOC course for Major Requirement.</i>	3
SOC 2223, Social Problems	3
SOC 3273, Social Stratification	3
SOC 3383, Social Statistics	3
SOC 4243, Social Theory	3
SOC 4293, Methods of Social Research	3
SOC 4323, Applied Research	3

Major in Sociology (cont.)

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

Electives (select 18 hours from the following): 18

ANTH 2233, Introduction to Cultural Anthropology
 CRIM 3263, Criminology
 CRIM 3323, Juvenile Delinquency
 SOC 3003, Sociology of Gender
 SOC 3223, Sociology of Families
 SOC 3293, Self and Society
 SOC 3313, Sociology of Sexuality
 SOC 3333, Sociology of Health & Illness
 SOC 3353, Minority Groups
 SOC 3363, Sociology of Religion
 SOC 3463, Collective Behavior
 SOC 4003, Perspectives on Death and Dying
 SOC 4063, Sociology of Disasters
 SOC 4073, Sociology of Family Violence
 SOC 4203, Social Deviance
 SOC 4213, Childhood and Adolescence
 SOC 4223, Urban Sociology
 SOC 4233, Social Organization
 SOC 4253, Rural Sociology
 SOC 4263, Terrorism as a Social Movement
 SOC 4273, World Population and Society
 SOC 4283, Qualitative Data Analysis
 SOC 4323, Applied Research
If not taken to satisfy the core requirement.
 SOC 4343, Geographic Information Systems for the Social Sciences
 SOC 4353, Sociology of Aging

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
 Form Revised: 09/05/2017

SOC 4363, Environmental Sociology
SOC 4423, Sociology of Medicine
SOC 460V, Special Problems
SOC 4703, Internship

Sub-total	39
Electives:	Sem. Hrs.
Electives	31-43
Total Required Hours:	120

For Academic Affairs and Research Use Only	
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Matthew Costello	3/22/2018
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Department Curriculum Committee Chair

COPE Chair (if applicable)

ENTER DATE

Veena Kulkarni 3/22/2018

Department Chair:

Head of Unit (If applicable)

ENTER DATE

Warren Johnson 3/28/2018

College Curriculum Committee Chair

Undergraduate Curriculum Council Chair

ENTER DATE

Gina Hogue 3/29/2018

College Dean

Graduate Curriculum Committee Chair

ENTER DATE

General Education Committee Chair (If applicable)

ENTER DATE

Vice Chancellor for Academic Affairs

ENTER DATE

1. Contact Person (Name, Email Address, Phone Number)

Matthew Costello, Dept. of Criminology, Sociology, and Geography, mcostello@astate.edu, 870-972-2956

2. Proposed Change

Add POSC 2103 and SOC 2213 as potential options under the General Education Social Science Requirements for the BA in Sociology to align with the requirements of the BA in Criminology.

3. Effective Date

Fall 2018

4. Justification – Please provide details as to why this change is necessary.

These two courses are listed as General Education Requirement options for Criminology majors. They should also be for Sociology majors. It was simply an oversight that they previously were not.

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

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Major in Sociology

Bachelor of Arts

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University Requirements:

See University General Requirements for Baccalaureate degrees (p. 42)

First Year Making Connections Course:

SOC 1013, Making Connections Sociology

Sem.
Hrs.

3

General Education Requirements:

See General Education Curriculum for Baccalaureate degrees (p. 85)

Sem.
Hrs.

35

Students with this major must take the following:

Twelve hours in Social Sciences (Required Departmental Gen. Ed. Option), including one of the following:

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POSC 2103, Introduction to U. S. Government

PSY 2013, Introduction to Psychology

SOC 2213, Introduction to Sociology

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

Language Requirement:	Sem. Hrs. 0-12
Foreign Language <i>Refer to Foreign Language Requirement in College of Liberal Arts and Communication.</i>	
Major Requirements:	Sem. Hrs.
SOC 2213, Introduction to Sociology <i>If taken to meet General Education Requirement, substitute another SOC course for Major Requirement.</i>	3
SOC 2223, Social Problems	3
SOC 3273, Social Stratification	3
SOC 3383, Social Statistics	3
SOC 4243, Social Theory	3
SOC 4293, Methods of Social Research	3
SOC 4323, Applied Research	3

Major in Sociology (cont.)

Bachelor of Arts

A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.

Electives (select 18 hours from the following): 18

ANTH 2233, Introduction to Cultural Anthropology
 CRIM 3263, Criminology
 CRIM 3323, Juvenile Delinquency
 SOC 3003, Sociology of Gender
 SOC 3223, Sociology of Families
 SOC 3293, Self and Society
 SOC 3313, Sociology of Sexuality
 SOC 3333, Sociology of Health & Illness
 SOC 3353, Minority Groups
 SOC 3363, Sociology of Religion
 SOC 3463, Collective Behavior
 SOC 4003, Perspectives on Death and Dying
 SOC 4063, Sociology of Disasters
 SOC 4073, Sociology of Family Violence
 SOC 4203, Social Deviance
 SOC 4213, Childhood and Adolescence
 SOC 4223, Urban Sociology
 SOC 4233, Social Organization
 SOC 4253, Rural Sociology
 SOC 4263, Terrorism as a Social Movement
 SOC 4273, World Population and Society
 SOC 4283, Qualitative Data Analysis
 SOC 4323, Applied Research
If not taken to satisfy the core requirement.
 SOC 4343, Geographic Information Systems for the Social Sciences
 SOC 4353, Sociology of Aging

Please note - any change to course number, course prefix, or course title should utilize the 'Course Revision' form.
 Form Revised: 09/05/2017

SOC 4363, Environmental Sociology
SOC 4423, Sociology of Medicine
SOC 460V, Special Problems
SOC 4703, Internship

Sub-total	39
Electives:	Sem. Hrs.
Electives	31-43
Total Required Hours:	120

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Course Revision Proposal Form

Undergraduate Curriculum Council

Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

	ENTER DATE...
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Department Curriculum Committee Chair

	ENTER DATE...
--	---------------

COPE Chair (if applicable)

	ENTER DATE...
--	---------------

Department Chair:

	ENTER DATE...
--	---------------

Head of Unit (If applicable)

	ENTER DATE...
--	---------------

College Curriculum Committee Chair

	ENTER DATE...
--	---------------

Undergraduate Curriculum Council Chair

	ENTER DATE...
--	---------------

College Dean

	ENTER DATE...
--	---------------

Graduate Curriculum Committee Chair

	ENTER DATE...
--	---------------

General Education Committee Chair (If applicable)

	ENTER DATE...
--	---------------

Vice Chancellor for Academic Affairs

1. Contact Person (Name, Email Address, Phone Number)

LTC Brian Mason, bmason@astate.edu, 870-680-8064

Edward Salo, esalo@astate.edu, 870-972-3130

2. Proposed Starting Term and Bulletin Year for Change to Take Effect

Fall 2018

3. Current Course Prefix and Number

MSL 2102

3.1 – **[Yes]** Request for Course Prefix and Number change

If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9.)*

MSL 2103

3.2 – Yes If yes, has it been confirmed that this course number is available for use?

If no: Contact Registrar's Office for assistance.

4. Current Course Title

U.S Military History

4.1 – [No] Request for Course Title Change

If yes, include new Course Title Below.

- a. If title is more than 30 characters (including spaces), provide short title to be used on transcripts. *Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis).*
- b. Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

5. – [No] Request for Course Description Change.

If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

6. – [Yes] Request for prerequisites and major restrictions change.

(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

- a. **Yes** Are there any prerequisites?
 - a. If yes, which ones?
Both MSL I courses. This is the same as previous catalog.
 - b. Why or why not?
That is where it fits into the schedule for ROTC students, however it is open enrollment and therefore the prerequisites need to be deleted.
- b. **No** Is this course restricted to a specific major?
 - a. If yes, which major?

7. – [No] Request for Course Frequency Change (e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

- a. If yes, please indicate current and new frequency:

8. – [No] Request for Class Mode Change

If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please indicate the current and choose one.

9. – [No] Request for grade type change

If yes, what is the current and the new grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

10. No Is this course dual listed (undergraduate/graduate)?

- a. If yes, indicate course prefix, number and title of dual listed course.

11. No Is this course cross listed?
(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)
- 11.1 – If yes, please list the prefix and course number of cross listed course.
11.2 – No Are these courses offered for equivalent credit?
Please explain.
12. No Is this course change in support of a new program?
a. If yes, what program?
13. Yes Does this course replace a course being deleted?
a. If yes, what course?
MSL 2102
14. Yes Will this course be equivalent to a deleted course or the previous version of the course?
a. If yes, which course?
MSL 2102
15. No Does this course affect another program?
If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.
16. Does this course require course fees? No
If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.

Revision Details

17. Please outline the proposed revisions to the course.

Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.

Listed below is the new breakdown on what subjects will be handled in the class based on the additional contact time.

Week 1. Introduction and the Beginnings of American Military History

Week 2. Revolutionary War and Early Republic

Week 3. War of 1812, Rise of Professional Army, and Mexican War

Week 4. Civil War 1861-1863

Week 5. Civil War 1864-65, Reconstruction, and Interwar Period

Week 6. Indian Wars, Spanish American War, Professionalization of the Army

Week 7. World War I and Interwar Period

Week 8. World War II

Week 9. Cold War, Korean War, New Look

Week 10. Break

Week 11. Vietnam War and 1970s

Week 12. 1980s and 1990s

Week 13. Global War on Terror

Week 14. Case Studies

Week 15. Case Studies

Graded Assignments

Mid-Term Test

Final Test

Two Book Reviews

Two Case Study Reports

Daily Quizzes

Discussion

Staff Ride / Battlefield Tour

Trip to Military Museum and report

18. Please provide justification to the proposed changes to the course.

According to the US Army's TSP 155-197-0020, "Integrate the Basic Knowledge of Military History into Your Education as a Future Officer," the US Army Training and Doctrine Command (TRADOC) requires that ROTC cadets receive instruction in US Army military history as part of the pre-commissioning training. Currently that portion of their military training is satisfied with cadets taking MSL 2102, a two-hour credit course. However, TRADOC orders that the military history instruction includes 45 hours of contract with a trained instructor, which does not correspond with the contact hours of a two-credit hour course. To satisfy **the 45 hours of contact requirement**, the Military Science Department recognizes that the course should be a three-hour credit course. Therefore, to reflect more contact with the instructor, the Military Science Department is requesting changing MSL 2102 to MSL 2103 to reflect it as a three-hour credit course. There will be no other changes to the course in regards to the assessment plan, class mode of instruction, or grading methods.

19. No Do these revisions result in a change to the assessment plan?

**If yes: Please complete the Assessment section of the proposal on the next page.
 If no: Skip to Bulletin Changes section of the proposal.

***See question 19 before completing the Assessment portion of this proposal.**

Assessment

Relationship with Current Program-Level Assessment Process

20. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

21. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Program-Level Outcome 1 (from question #23)	
Assessment Measure	
Assessment Timetable	
Who is responsible for assessing and reporting on the results?	Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans?

(Repeat if this new course will support additional program-level outcomes)

Course-Level Outcomes

22. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

Outcome 1	
Which learning activities are responsible for this outcome?	
Assessment Measure	What will be your assessment measure for this outcome?

(Repeat if needed for additional outcomes)

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  **Format Painter**, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4!Zm4> for more detailed instructions.

Military Science and Leadership (MSL)

BASIC COURSES

MSL 1011. Introduction to the Army and Critical Thinking Examines the unique duties and responsibilities of officers. Discuss organization and role of the Army. Review basic life skills pertaining to fitness and communication. Analyze Army values and expected ethical behavior. Also required, leadership lab and participation in 1 hour physical fitness session. Fall, Spring.

MSL 1021. Introduction to the Profession of Arms Presents fundamental leadership concepts and doctrine. Practice basic skills that underlie effective problem solving. Apply active listening and feedback skills. Examine factors that influence leader and group effectiveness. Examine the officer experience. Also required leadership lab and participation in 1 hour physical fitness session. Fall, Spring.

MSL 2032. Leadership and Decisionmaking Develops knowledge of self, self confidence and individual leadership skills. Develop problem solving and critical thinking skills. Apply communication, feedback and conflict resolution skills. Also requires leadership lab and participation in 2 hours physical fitness session. Prerequisites, both MSL I courses. Fall.

MSL 2042. Army Doctrine and Team Development Focuses on self development guided by knowledge of self and group processes. Challenges current beliefs, knowledge, and skills. Provides equivalent preparation for the ROTC Advanced Course and the Leaders Training Course. Also requires leadership lab and participation in 2 hours physical fitness session. Prerequisites, both MSL I courses. Spring.

MSL 209V. Basic Camp Course A four week summer camp conducted at Fort Knox, Kentucky. The student receives pay. Travel, lodging, and most meals costs are paid by the Army. The environment is rigorous, and in some ways similar to Army Basic Training. Open only to students who have not taken all of the basic course completion requirements, and who pass a physical examination, which is paid by ROTC. Completion of basic camp qualifies a student for entry into the Advanced Course. Multiple cycles are offered during the summer, but spaces are limited by the Army. Candidates can apply for a space any time during the school year prior to the summer. Arkansas State University will grant up to six hours of elective credit for successful completion of the ROTC Basic Camp. Summer.

~~**MSL 2102. U. S. Military History** Special topics in military history. Instructor approval required. Prerequisites, both MSL I courses. Fall, Spring.~~

MSL 2103. U. S. Military History Special topics in military history. Instructor approval required. Fall, Spring.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Reconfiguration of Existing Degree Program Proposal Form

Undergraduate Curriculum Council -

Graduate Council -

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Nikesha Nesbitt 3/30/2018
Department Curriculum Committee Chair

	ENTER DATE...
COPE Chair (if applicable)	

Nikesha Nesbitt 3/30/2018
Department Chair:

	ENTER DATE...
Head of Unit (If applicable)	

Jill Simons 3/30/2018
College Curriculum Committee Chair

	ENTER DATE...
Undergraduate Curriculum Council Chair	

Jill Simons 3/30/2018
College Dean

	ENTER DATE...
Graduate Curriculum Committee Chair	

General Education Committee Chair (If applicable)

Dr. Lynita Cooksey
Vice Chancellor for Academic Affairs

i. Proposed Program Title

Bachelor of Applied Science in Organizational Supervision

ii. Contact Person (Name, Email Address, Phone Number)

Dr. Jill Simons, jsimons@astate.edu 870-972-3574

iii. Proposed Starting Date

Fall 2018

iv. Is there differential tuition requested? If yes, please fill out the New Program/Tuition and Fees Change Form.

No

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

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- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

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Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

****For new programs, please insert copy of all sections where this is referenced.****

On Page 70

Bachelor of Applied Science (B.A.S.)
Bachelor of Applied Science
—Entrepreneurship
—Management
—Renewable Energy Technology
—Technology

Bachelor of Applied Science in Organizational Supervision

On Page 142 Before the Technology Program Minors

Bachelor of
Applied Science in Organizational Supervision
A complete 8-semester degree plan is available at <http://registrar.astate.edu/>.
University Requirements:

The BAS in Organizational Supervision program requires completion of the following program prerequisites:

1. Associate of Applied Science (AAS) or other recognized occupational-technical associate degree from an accredited institution.
2. Minimum GPA of 2.00 on all transfer work.
3. Completion of the ASU admission application process with acceptance.
4. Completion of a total of 125 hours of which 45 hours are upper-level (3000-4000)
5. Minimum GPA of 2.00 on all coursework at ASU and a 2.00 average on all coursework presented for graduation.

AAS Degree:

Sem. Hrs.

60

General Education Requirements:

Sem. Hrs.

See General Education Curriculum for Baccalaureate degrees (p. 84)

Students with this major must take the following:

COMS 1203, Oral Communication

35

Core Requirements:

Sem. Hrs.

COMS 4243, Interpersonal Communication

3

IDS 3013, Critical Thinking in the Profession

3

IDS 4013, Seminar in Professional Development

3

IDS 4023, Leadership in the Profession

3

MGMT 3123, Principles of Management

3

MGMT 3143 Human Resource Management

3

MGMT 3153, Organizational Behavior

3

Sub-total

21

Professional Requirements:

Sem. Hrs.

In consultation with their advisor, students must select 24 hours from the courses below.

(General Supervision)

COMS 4253, Intercultural Communication

3

COMS 4263, Organizational Communication

3

COMS 4373, Conflict Resolution

3

MGMT 3163, Labor Relations and Collective Bargaining

3

MGMT 3193, Social Impact Management

3

MGMT 3613, Leadership

3

MGMT 4143, Organizational Change and Development

3

MGMT 4173, Compensation Management

3

(Health Supervision)

HP 4443, Healthcare Management

3

HP 4543, Healthcare Service Delivery

3

(Industrial Manufacturing)

RET 3113, Fundamentals and Applications of Renewable Energy

3

TECH 3773, Statistics

3

TECH 3843, Manufacturing Materials and Processes

3

TECH 3863, Industrial Safety

3

TECH 4813, Operations Systems Research

3

TECH 4823, Quality Assurance

3

TECH 4883, Work Center Management

3

24

Total Required Hours:

125

LETTER OF NOTIFICATION – 11
RECONFIGURATION OF EXISTING DEGREE PROGRAMS
(Consolidation or Separation of Degrees to Create New Degree)

**Please include the documents to be submitted found throughout this LON at the end of the form.*

1. Institution submitting request: Arkansas State University
2. Contact person/title: Dr. Jill Simons, Associate Vice Chancellor
3. Title(s) of degree programs to be consolidated/reconfigured:
Bachelor of General Studies, Bachelor of Science in Management, Bachelor of Arts in Communication Studies, Bachelor of Science in Health Studies (Professional Track)
4. Current CIP Code(s)/Current Degree Code(s): 30.9999
5. Proposed title of consolidated/reconfigured program: Bachelor of Applied Science in Organizational Supervision
6. Proposed CIP Code for new program: 30.9999
7. Proposed Effective Date: Fall 2018
8. Reason for proposed program consolidation/reconfiguration:
(Indicate student demand (projected enrollment) for the proposed program and document that the program meets employer needs)

The BAS in Organizational Supervision was reconfigured to provide a seamless transition for students who have an associate in applied science degree in a technical field and wish to transfer to A-State to complete a bachelor's degree. This interdisciplinary program is for students who desire to enhance their knowledge in supervision, communication, and leadership, as well as analytical abilities and critical thinking skills. This degree offers enhanced-opportunities for upward mobility within their field.

9. Provide current and proposed curriculum outline by semester.
The Bachelor of Applied Science (B.A.S.) in Organizational Supervision is designed for students who have graduated with an Associate of Applied Science degree. These students will transfer their 2-year A.A.S. degree to A-State. After transferring, students will take remaining required General Education courses, 21 hours of Core requirement courses, and 24 hours of Professional requirement courses. The Core requirement focuses on general organizational supervision principles and the Professional requirements add depth to organizational supervision in relation to specific fields of study.

AAS Degree – 60 hours

General Ed Core – Transferrable and A-State courses for a total of 35 hours

Core Requirements – 21 hours

- MGMT 3153 Organizational Behavior
- MGMT 3143 Human Resources Management
- MGMT 3123 Principles of Management
- COMS 4243 Interpersonal Communication
- IDS 3013 Critical Thinking in the Profession
- IDS 4013 Seminar in Professional Development
- IDS 4023 Leadership in the Profession

Professional Requirements – 24 hours (Choose 8 courses)

(Health Supervision)

- HP 4443 Healthcare Management
- HP 4543 Healthcare Service Delivery

(General Supervision)

- COMS 4373 Conflict Resolution
- COMS 4253 Intercultural Communication
- COMS 4263 Organization Communication
- MGMT 3163 Labor Relations and Collective Bargaining
- MGMT 3193 Social Impact Management
- MGMT 3613 Leadership
- MGMT 4143 Organizational Change and Development
- MGMT 4173 Compensation Management

(Industrial Manufacturing)

- RET 3113 Fundamental Applications of Renewable Energy
- TECH 3773 Statistics
- TECH 3843 Manufacturing Materials and Processes
- TECH 3863 Industrial Safety
- TECH 4813 Operations Systems Research
- TECH 4823 Quality Assurance
- TECH 4883 Work Center Management

Total – 125 hours

Arkansas State University-Jonesboro
Degree: Bachelor of Applied Science
Major: Organizational Supervision
Year: 2018-19

Students requiring developmental course work based on low entrance exam scores (ACT, SAT, ASSET, COMPASS) may not be able to complete this program of study in eight (8) semesters. Developmental courses do not count toward total degree hours. **Students having completed college level courses prior to enrollment will be assisted by their advisor in making appropriate substitutions. In most cases, general education courses may be interchanged between semesters.** A minimum of 45 hours of upper division credit (3000-4000 level) is required for this degree.

Year 3				Year 3			
Fall Semester				Spring Semester			
Course No.	Course Name	Hrs	Gen Ed	Course No.	Course Name	Hrs	Gen Ed
COMS 4243	Interpersonal Communication	3		IDS 4023	Leadership in the Profession	3	
IDS 3013	Critical Thinking in the Profession	3		MGMT 3143	Human Resources Management	3	
MGMT 3123	Principles of Management	3		Prof Req	Professional Requirement	3	
Gen Ed	General Education	3	X	Gen Ed	General Education Science	4	X
Gen Ed	General Education Science	4	X	MGMT 3153	Organizational Behavior	3	
Total Hours		16		Total Hours		16	
Year 4				Year 4			
Fall Semester				Spring Semester			
Course No.	Course Name	Hrs	Gen Ed	Course No.	Course Name	Hrs	Gen Ed
Prof Req	Professional Requirement	3		Prof Req	Professional Requirement	3	
Prof Req	Professional Requirement	3		Prof Req	Professional Requirement	3	
Prof Req	Professional Requirement	3		Prof Req	Professional Requirement	3	
Gen Ed	General Education	3	X	Gen Ed	General Education	3	X
Gen Ed	General Education	3	X	Prof Req	Professional Requirement	3	
				IDS 4013	Seminar in Professional Development	3	
Total Hours		15		Total Hours		18	

Total Jr/Sr Hours 45 **Total Degree Hours** 125

Students enrolled in this program would have completed an AAS degree (60 hours). Some of the general education courses required may vary depending upon the courses taken as part of the AAS degree.

Students will take 21 hours from Core Requirements (7 courses) listed below:

- IDS 3013 Critical Thinking in the Profession
- IDS 4013 Seminar in Professional Development
- IDS 4023 Leadership in the Profession
- COMS 4243 Interpersonal Communication
- MGMT 3123 Principles of Management
- MGMT 3143 Human Resource Management
- MGMT 3153 Organizational Behavior

Students will choose 24 hours from Professional Requirements (8 courses) listed below:

HP 4443 Healthcare Management
HP 4443 Healthcare Service Deliver
COMS 4253 Intercultural Communication
COMS 4263 Organizational Communication
COMS 4373 Conflict Resolution
MGMT 3163 Labor Relations and Collective Bargaining
MGMT 3193 Social Impact Management
MGMT 3613 Leadership
MGMT 4143 Organizational Change and Development
MGMT 4173 Compensation Management
RET 3113 Fundamental Applications of Renewable Energy
TECH 3773 Statistics
TECH 3843 Manufacturing Materials and Processes
TECH 3863 Industrial Safety
TECH 4813 Operations Systems Research
TECH 4823 Quality Assurance
TECH 4883 Work Center Management

Red – Courses from Bachelor of General Studies

Purple – Courses from Bachelor of Arts in Communication Studies

Blue – Courses from Bachelor of Science in Management

Green – Courses from Bachelor of Science in Health Studies (Pre-professional Track)

Orange – Courses from Bachelor of Applied Science

Graduation Requirements:

Completion of HIST 2763 or HIST 2773 or POSC 2103

English Proficiency (Grade of C or better in ENG 1003 and ENG 1013)

Grade C or better in all Technology Core Courses

2.00 GPA at ASU

2.00 GPA Overall

Maximum of 31 credit hours via correspondence, extension, examination, PLA, Military or similar means; CLEP (30 hrs max)

45 JR/SR Hours **after completing 30 hours**

120 Total Credit Hours

18 of last 24 hours must be ASU-Jonesboro courses

32 Resident Hours if completing second degree and first degree was not from ASU-J

10. Provide program budget. Indicate amount of funds available for reallocation.
The program costs are currently embedded in existing programs. No funds will be reallocated.
11. Provide current and proposed organizational chart. *See end of document.*
12. Institutional curriculum committee review/approval date: April 13th 2018
13. Are the existing degrees offered off-campus or via distance delivery? Yes
14. Will the proposed degree be offered on-campus, off-campus, or via distance delivery?
On-campus and 100% Distance Delivery

15. Identify mode of distance delivery or the off-campus location for the proposed program.
Blackboard Learn

16. Provide documentation that proposed program has received full approval by licensure/certification entity, if required.

(A program offered for teacher/education administrator licensure must be reviewed/approved by the Arkansas Department of Education prior to consideration by the Coordinating Board; therefore, the Education Protocol Form also must be submitted to ADHE along with the Letter of Notification).

N/A

17. Provide copy of e-mail notification to other institutions in the area of the proposed program and their responses; include your reply to the institutional responses. *See end of document.*

18. List institutions offering similar program and identify the institutions used as a model to develop the proposed program.

University of Arkansas Little Rock
University of Arkansas Fort Smith
Arkansas Tech University

19. Provide scheduled program review date (within 10 years of program implementation).
Fall 2028

20. Provide additional program information if requested by ADHE staff.

[Enter text..]

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic officer: _____

Date:

Name (printed):

Program Budget
(referenced in # 10)

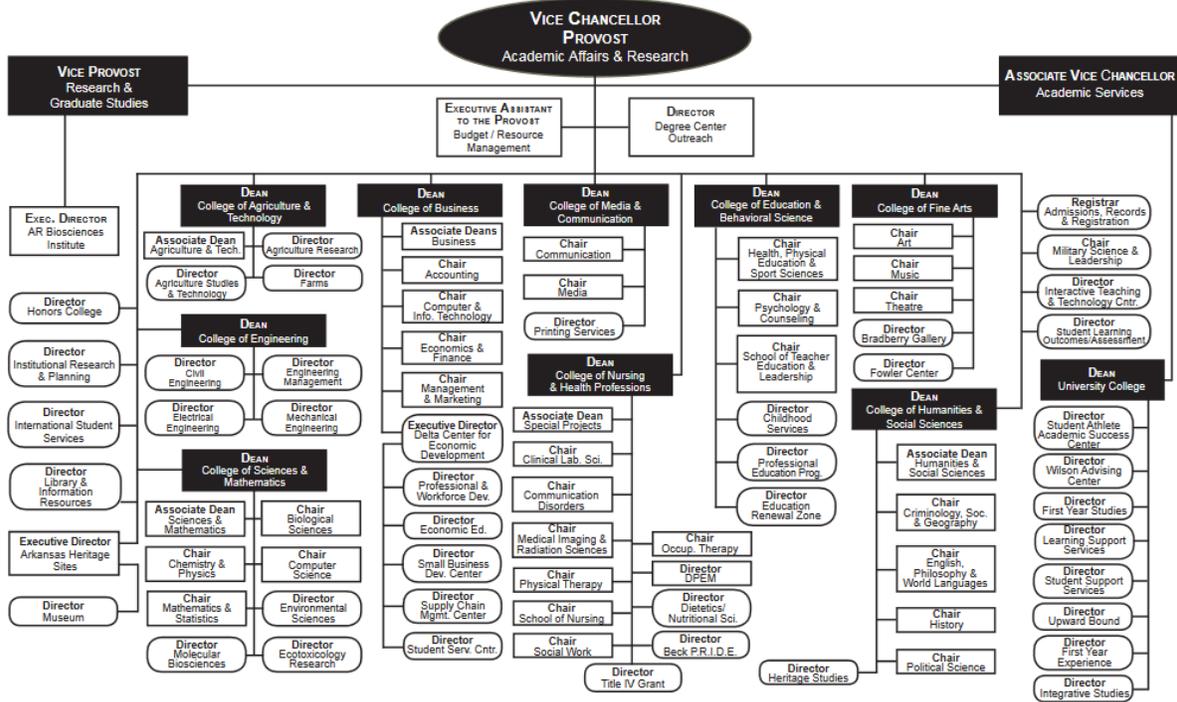
Organizational Chart (referenced in # 11)

Provide current and proposed organizational chart. Include where the proposed program will be housed (department/college).

Academic Affairs & Research, A-State



2015-2016 Organizational Structure



Data Source: Office of Academic Affairs & Research, Arkansas State University
Information Source: The Office of Institutional Research & Planning; web address: www.AState.edu/irp; email address: asuirp@AState.edu

Written Notification to Other Institutions (referenced in # 17)

This should include a copy of written notification to other institutions in area of proposed program and responses

Student Learning Outcomes

Provide outcomes that students will accomplish during or at completion of this reconfigured degree. Fill out the following table to develop a continuous improvement assessment process.

For further assistance, please see the 'Expanded Instructions' document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.

Note: Best practices suggest 4-7 outcomes per program; minors would have 1 to 4 outcomes.

Outcome 1	BAS in Organizational Supervision graduates will demonstrate the ability to think critically and creatively.
Assessment Procedure Criterion	Research Project. Program level; Direct – Student Artifact. Students in the program will be responsible for constructing a research project through critical analysis to demonstrate an accomplishment of this outcome. Student will be assessed using a Critical Thinking Rubric. The results will be judged by a benchmark of 80% proficiency.
Which courses are responsible for this outcome?	IDS 3013 Critical Thinking in the Profession
Assessment Timetable	It will be assessed at the end of the Spring semester; once per year.
Who is responsible for assessing and reporting on the results?	The Associate Vice Chancellor and Assessment Coordinator for University College and the Program Director of Integrative Studies will be responsible for assessing, evaluating, and analyzing results. The Program Director will, additionally, be responsible for reporting results and closing the loop.

Outcome 2	BAS in Organizational Supervision students will develop a practical and professional skillset including reading, writing, communicating, and basic computer proficiency.
Assessment Procedure Criterion	Professional Portfolio. Program level: Direct – Portfolio. Students in the program will construct a comprehensive professional portfolio with practical documents indicative of professional or graduate-level academic readiness. Students will be assessed using a project-based rubric. The results will be judged by a benchmark of 75% proficiency.
Which courses are responsible for this outcome?	IDS 4013 Seminar in Professional Development
Assessment Timetable	It will be assessed at the end of the Spring semester; once every two years.
Who is responsible for assessing and reporting on the results?	The Associate Vice Chancellor of Undergraduate Studies and the Program Director of Integrative Studies will be responsible for assessing, evaluating, and analyzing results. The Program Director will, additionally, be responsible for reporting results and closing the loop.

Outcome 3	BAS in Organizational Supervision students will prepare for career readiness by gaining an understanding of workplace dynamics in relation to professional settings, organizational roles, etiquette, leadership strategies, and decision processes.
Assessment Procedure Criterion	Independent Study: Leadership Research Project. Program level: Direct-Student Artifact. Students in this program will be responsible for constructing a research paper that demonstrates practical knowledge about a leadership concept or theory,

	a community service project, on the job project, or internship experience. Students will be assessed using a project rubric. The results will be judge by a benchmark of 80% proficiency.
Which courses are responsible for this outcome?	IDS 4023 Leadership in the Profession
Assessment Timetable	It will be assessed at the end of the Spring semester, once every two years.
Who is responsible for assessing and reporting on the results?	The Associate Vice Chancellor of Undergraduate Studies and the Program Director of Integrative Studies will be responsible for assessing, evaluating, and analyzing results. The Program Director will, additionally, be responsible for reporting results and closing the loop.

Outcome 4	Prepare students for professional, graduate, or workforce placement through the certificate and baccalaureate-level degrees.
Assessment Procedure Criterion	Job Placement. Other level: Direct – Other. Integrative Studies will provide interdisciplinary education and academic research skills to prepare students for the graduate level. 60T of graduates in the BAS Organizational Supervision program will successfully attend graduate/professional degree programs or gain employment.
Which courses are responsible for this outcome?	IDS 4013 Seminar in Professional Development
Assessment Timetable	Implementation Plan: 2018-2019
Who is responsible for assessing and reporting on the results?	IDS 4013 Faculty, Alumni Relations Staff, Graduate Admission Staff

Please repeat as necessary.

For Academic Affairs and Research Use Only	
CIP Code:	
Degree Code:	

Bulletin / Banner Change Transmittal Form

[] Undergraduate Curriculum Council

[] Graduate Council

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

Nikesha Nesbitt	3/30/2018		ENTER DATE
Department Curriculum Committee Chair		COPE Chair (if applicable)	
Nikesha Nesbitt	3/30/2018		ENTER DATE
Department Chair:		Head of Unit (If applicable)	
Dr. Jill Simons	3/30/2018		ENTER DATE
College Curriculum Committee Chair		Undergraduate Curriculum Council Chair	
Dr. Jill Simons	3/30/2018		ENTER DATE
College Dean		Graduate Curriculum Committee Chair	
	ENTER DATE		ENTER DATE
General Education Committee Chair (If applicable)		Vice Chancellor for Academic Affairs	

1.Contact Person (Name, Email Address, Phone Number)

Nikesha Nesbitt, nesbitt@astate.edu, 870-972-3574

2.Proposed Change

Removal of CS 1013, Introduction to Computers or CIT 1503, Micro Applications as a requirement for the Associate of General Studies. Add the 3 additional hours from the removal of the course to reflect in the Social Sciences requirement.

3.Effective Date

Fall 2018

4.Justification – Please provide details as to why this change is necessary.

A majority of the students pursuing the AGS program already showcase computer and technology competences. In addition, the removal of this course will help provide a degree pathway for adult learners who need credentials for career advancement.

Please note – any change to course number, course prefix, or course title should utilize the ‘Course Revision’ form.

Form Revised: 09/05/2017

Bulletin Changes

Instructions

Please visit <http://www.astate.edu/a/registrar/students/bulletins/index.dot> and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.

***Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**

- Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)
- New credit hours and text changes should be listed in blue using enlarged font (**blue using enlarged font**).
- Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)

You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the 'format painter' icon →  Format Painter, and selecting the text you would like to apply the change to.

Please visit <https://youtu.be/yjdL2n4lZm4> for more detailed instructions.

GENERAL EDUCATION CURRICULUM FOR ASSOCIATE OF GENERAL STUDIES DEGREES

Composition:

Six (6) hours required	Required Credit Hrs.
ENG 1003, Composition I (required)	
ENG 1013, Composition II (required)	6

Natural Sciences and Mathematics:

Three (3) hours required	Required Credit Hrs.
MATH 1023 - College Algebra is a requirement for certain degrees which will not be satisfied by MATH 1043 - Quantitative Reasoning	
Students may substitute a higher level biology course and its laboratory for which BIOL 1003 and 1001 are prerequisites.	
MATH 1023, College Algebra	
MATH 1043, Quantitative Reasoning	
Any MATH course that requires MATH 1023 as a prerequisite.	3

3 Select one of the following:

- BIOL 1003 AND 1001, Biological Science and Laboratory BIOL 1033 AND 1001, Biology of Sex and Laboratory
- BIOL 1063 AND 1001, People & Environment and Laboratory
- BIO 2013 AND 2011, Biology of the Cell and Laboratory
- BIO 2103 AND 2101, Microbiology for Nursing and Allied Health and Laboratory
- BIO 2203 AND 2201, Human Anatomy and Physiology I and Laboratory
- CHEM 1013 AND 1011, General Chemistry I and Laboratory
- CHEM 1043 AND 1041, Fundamental Concepts of Chemistry and Laboratory
- GEOL 1003 AND 1001, Environmental Geology and Laboratory

Please note – any change to course number, course prefix, or course title should utilize the 'Course Revision' form.

Form Revised: 09/05/2017

PHSC 1014, Energy and the Environment
 PHSC 1203 AND 1201, Physical Science and Laboratory
 PHYS 1103 AND 1101, Introduction to Space Science and Laboratory
 PHYS 2034, University Physics I
 PHYS 2054, General Physics I PHYS 2073 AND 2071, Fundamental Physics and Laboratory 4

Arts and Humanities:

Three (3) hours required

Select one of the following:

ART 2503, Fine Arts-Visual
 ENG 2003, World Literature to 1660
 ENG 2013, World Literature Since 1660
 MUS 2503, Fine Arts-Music
 PHIL 1103, Introduction to Philosophy
 THEA 2503, Fine Arts-Theatre 3

Social Sciences:

~~Six (6)~~ **Nine 9** hours required (One course must be selected from HIST 2763, HIST 2773 or POSC 2103)

ANTH 2233, Introduction to Cultural Anthropology	HIST 2763, United States History to 1876
CMAC 1003, Mass Communication	HIST 2773, United States History since 1876
ECON 2313, Principles of Macroeconomics	POSC 1003, Introduction to Politics
ECON 2333, Economic Issues & Concepts	POSC 2103, Introduction to US Government
GEOG 2613, Introduction to Geography	PSY 2013, Introduction to Psychology
HIST 1013, World Civilization to 1660	SOC 2213, Introduction to Sociology
HIST 1023, World Civilization since 1660	9 6

~~Computer Applications/Fundamentals:~~

Select one of the following:

~~CIT 1503, Microcomputer Applications~~
~~CS 1013, Introduction to Computers~~ 3

Total Required Hours: 25