

10-16-2008

Council on Academic Affairs Minutes, Oct 16, 2008

Eastern Kentucky University

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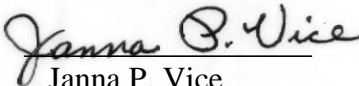
EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

Provost's Office
Associate Provost
Academic and Faculty Affairs

Coates 212
521 Lancaster Avenue
Richmond, Kentucky 40475-3163
(859) 622-8812

TO: Members of the Council on Academic Affairs

FROM: 
Janna P. Vice
Associate Provost

DATE: October 13, 2008

RE: Meeting—Council on Academic Affairs

The Council on Academic Affairs will meet on Thursday, October 16, at 1:30 p.m. in the Martin Room of the Coates Building. The agenda and attachments are available through the Council on Academic Affairs Web site at:

http://www.academicaffairs.eku.edu/committee/academic_council/agenda/0809.php

If you cannot attend the meeting, please contact Rick McGee either by phone at 622-1247 or e-mail rick.mcgee@eku.edu.

COUNCIL ON ACADEMIC AFFAIRS MINUTES
October 16, 2008

Members Present: Allen Ault, Ed Davis, Tina Davis, Michael Foster, Linda Frost, Claire Good, Gary Kuhnenn, Kim Naugle, Jaleh Rezaie, Benton Shirey, Sherwood Thompson, Liz Throop, Janna Vice (Vice Chair), Mixon Ware

Members Absent: Onda Bennett, Rich Boyle, Steve Byrn, *Verna Freer, E.J. Keeley, Sandra Moore, Rodney Piercey, *Deborah Whitehouse
 *indicates prior notification

Non-Members Present: Sheila Adkins, Alan Banks, Corey Bray, Julie Brown, Sue Cain, Kathy Daugherty, Deborah Gore, David May, Rose Perrine, Rich Richmond, Julie Robinson, Karin Sehmman, Judy Short, Linda Turner

Dr. Janna Vice called the Council on Academic Affairs to order at 1:30 p.m. on October 16, 2008.

Approval of the Minutes – September 18, 2008
 The minutes were approved as distributed.

ACTION ITEMS

Originator(s)

College of Arts & Sciences

Dept. of Anthropology, Sociology & Social Work

Course Revisions

Approved	1. ANT 341 North American Archaeology	Add prerequisite and revise course description	Spring 2009
Approved	2. ANT 355 Selected Topics in Archaeology	Revise prerequisite and course description	Spring 2009
Approved	3. ANT 357 Archaeology and the Law	Revise prerequisite and course description	Spring 2009
Approved	4. ANT 439 Practicum in Archaeology	Revise prerequisite based on proposed new course ANT 351W	Spring 2009
Approved	5. ANT 470 Field Methods in Archaeology	Revise prerequisite based on proposed new course ANT 351W	Spring 2009

Dropped Courses

Approved	1. ANT 350 Methods in Archaeology	Drop course from curriculum	Spring 2009
Approved	2. ANT 320 Adolescence Cross Culturally	Drop course as a Cultural Anthropology elective	Spring 2009

New Course

Approved	1. ANT 250 Magic, Witchcraft, & Religion	Add ANT 250 as a Cultural Anthropology Elective	Spring 2009
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Approved	2. ANT 391 Marriage & Family Cross Culturally	Add new course as a Cultural Anthropology elective	Spring 2009
New Hybrid Course			
Approved	1. ANT 351W Archaeology: Writing Intensive	Add new course to replace ANT 350	Spring 2009
Program Revision			
Approved	1. B.A. in Anthropology	Revise program description due to new and dropped courses	Spring 2009
Approved	2. Archaeology minor	Change description of courses required and/or available	Spring 2009
<u>Department of Art & Design</u>			
Course Description Revisions			
Approved	1. DES 350 Design II	Change title, revise course description, objective, and content	Spring 2009
Approved	2. DES 351 Design III	Change title, revise course description, objective, and content	Spring 2009
Approved	3. DES 352 Software for Graphic Design II	Change title, revise course description, objective, and content	Spring 2009
Approved	4. DES 354 Typography	Change title, revise course description, objective, and content	Spring 2009
Program Revision			
Approved	1. ART (BA)	Reduce the Major Requirements hours, increase Free Elective hours	Spring 2009
<u>Department of Economics</u>			
Course Revision			
Approved	1. ECO 130 Contemporary Economic Problems	Allow for concurrent enrollment with ECO 230 or 231	Spring 2009
Approved	2. ECO 320 Research Methods in Economics	Change title, course description, and prerequisites	Spring 2009
Approved	3. ECO 420 Advanced Research Methods	Change course title and description	Spring 2009
Editorial Changes			
	1. ECO 220 Statistical Methods for Economics I	Change the term offerings from I, II to A.	Fall 2008
	2. ECO 300 Managerial Economics	Change the term offerings from I, II to A.	Fall 2008
	3. ECO 324 Money and Banking	Change the term offerings from I, II to A.	Fall 2008
	4. ECO 370 Health Care Economics	Change the term offering from I to II.	Fall 2008
	5. ECO 394 International Economics	Change the term offering from I to A.	Fall 2008
<u>Department of Mathematics & Statistics</u>			
Course Revision			
Approved	1. STA 215 Introduction to Statistical Reasoning	Revise course description	Spring 2009
Approved	2. STA 270 Applied Statistics I	Revise course description	Spring 2009
Approved	3. STA 370 Applied Probability	Revise description and change term from I to II.	Spring 2009
Approved	4. STA 375 Sampling Methods	Revise course descriptions and prerequisites	Spring 2009
Program Revision			
Approved	1. Minor in Statistics	Revise program description	Spring 2009

Department of Music**Course Revision**

Approved	1. MUS 112 Piano I	Add corequisite and class restriction	Spring 2009
Approved	2. MUS 122 Voice I	Add corequisite and class restriction	Spring 2009
Approved	3. MUS 212 Piano II	Add corequisite, prerequisite, and class restriction	Spring 2009
Approved	4. MUS 222 Voice II	Add corequisite, prerequisite, and class restriction	Spring 2009
Approved	5. MUS 225 Concert Choir	Add a 0 credit option	Spring 2009
Approved	6. MUS 226 University Singers	Add a 0 credit option and audition information	Spring 2009
Approved	7. MUS 235 Orchestra	Add a 0 credit option and audition information	Spring 2009
Approved	8. MUS 236 String Orchestra	Add a 0 credit option and audition information	Spring 2009
Approved	9. MUS 250 Small Ensembles	Add a 0 credit option and revise course description	Spring 2009
Approved	10. MUS 312 Piano III	Add corequisite, prerequisite, and class restriction	Spring 2009
Approved	11. MUS 322 Voice III	Add corequisite, prerequisite, and class restriction	Spring 2009
Approved	12. MUS 412 Piano IV	Add corequisite, prerequisite, and class restriction	Spring 2009
Approved	13. MUS 422 Voice IV	Add corequisite, prerequisite, and class restriction	Spring 2009
Approved	14. MUS 435 Orchestra	Add 0 credit option and <i>Catalog</i> text revision	Spring 2009
Approved	15. MUS 436 String Orchestra	Add 0 credit option and revise course description	Spring 2009

Originator(s)***College of Health Sciences*****Department of Baccalaureate & Graduate Nursing****Course Revision**

Approved	1. NSC 252 Nursing Science Domain	Revise course title to better reflect content	Fall 2009
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Department of Health Sciences**Editorial - Informational**

	1. Pre Professional Programs	Change PSY 202 to 200 in supporting courses information	Spring 2009
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Department of Exercise & Sport Science**Course Revision**

Approved	1. ATR 201 Practicum I	Revise prerequisites, add prereq of EMC 102 or 110	Spring 2009
Approved	2. HPR 190 Wellness Experience: _____	Change prefix from HPR to PHE, revise <i>Catalog</i> text	Spring 2009
Approved	3. HPR 390 Lifetime Activity Series: _____	Change prefix from HPR to PHE, revise <i>Catalog</i> text	Spring 2009

Course Dropped

Approved	1. PHE 125 Intro to Physical Education	Course is no longer required in program	Fall 2009
Approved	2. PHE 326 History & Philosophy of Phys. Ed.	Course is no longer taught in program	Fall 2009
Approved	3. PHE 398 Practicum in Athletic Training	Course is no longer taught	Fall 2009
Approved	4. PHE 403 Therapeutic Modalities for Athletic Training	Course is no longer taught	Fall 2009

Editorial

	1. PHE 241 Swimming and Water Safety	Add A to term offerings, Remove prerequisite	Fall 2009
	2. PHE 345 Dance Choreography	Edit term from I to II	Fall 2009
	3. PHE 400 Organization of Recreational Sport Activities	Edit term from I to II	Fall 2009
	4. PHE 433 Adult Physical Fitness Programs	Edit terms from I to II	Fall 2009
	5. PHE 435 Group Fitness Instruction	Edit term from A to I	Fall 2009

6.	PHE 530 Sports Information Programs	Edit term from I to II	Fall 2009
7.	PHE 800 Research Methods in Health/Phys.Ed./Recreation	Edit term to add II as offered term	Fall 2009
8.	PHE 812 Lifetime Fitness and Wellness	Correct term offering in Banner	Fall 2009
9.	PHE 821 Physiological Bases of Physical Fitness	Edit terms in Banner and <i>Catalog</i> from I to II	Fall 2009
10.	PHE 822 Sociology of Sport	Edit terms in Banner and <i>Catalog</i> from II to A	Fall 2009
11.	PHE 823 Sport and Exercise Psychology	Edit terms in Banner and <i>Catalog</i> from I to II	Fall 2009
12.	PHE 825 Policy and Governance of Sport	Edit terms in Banner and <i>Catalog</i> from I to II	Fall 2009
13.	PHE 835 Legal Issues in Sport	Edit terms in Banner and <i>Catalog</i> from I to II	Fall 2009
14.	PHE 848 History & Philosophy of Phys.Ed. & Sport	Edit terms in Banner and <i>Catalog</i> from I to A	Fall 2009

Department of Family & Consumer Science

Hybrid Course

Approved	1.	CDF 327 Family Involvement with Young Children	Add service learning course designation	Spring 2009
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Program Revision

Approved	1.	Minor in Family and Consumer Science	Drop CDF 244 and add CDF 235 in Banner	Spring 2009
Approved	2.	Major in General Dietetics	Delete BIO 378 as a support course and revise free elective totals	Spring 2009

Department of Health Promotion & Administration

Course Revision

Approved	1.	MAS 324 Medical Assisting Techniques	Decrease credit hours from 8 to 6 hours	Spring 2009
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New Course

Approved	1.	MAS 380 Comprehensive Medical Assisting Simulations simulation	Create 2-hour capstone course for lab	Spring 2009
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Editorial

	1.	MAS 323 Medical Assisting Laboratory Procedures	Add corequisites MAS 360 and 380	Spring 2009
	2.	MAS 360 Medical Office Administration	Add corequisites MAS 323 and 380	Spring 2009

Program Revision

Approved	1.	Major in Medical Assisting Technology	Add new capstone course MAS 380	Spring 2009
Approved	2.	Major in Medical Practice Management	Add new capstone course MAS 380	Spring 2009

Department of Occupational Therapy

Course Revision

Approved	1.	OTS 362 Human Motion for Activity	Revise course description, change term from II to A	Spring 2009
Approved	2.	OTS 478 Health Care Delivery Systems	Revise course description to better reflect content	Spring 2009

Originator(s)

College of Justice & Safety**Department of Criminal Justice & Police Studies****Course Dropped**

Approved	1. PLS 331 Perspective on Crime and Delinquency	Course is redundant with CRJ 331	Spring 2009
Approved	2. PLS 388 Criminal Justice Research	Course is redundant with CRJ 388	Spring 2009
Approved	3. PLS 400 Applied Criminal Justice Analysis	Course is redundant with CRJ 400	Spring 2009
Approved	4. PLS 460 Independent Study	Course is redundant with CRJ 460	Spring 2009
Approved	5. PLS 424 Field Experience	Course is redundant with CRJ 424	Spring 2009

Course Revision

Approved	1. PLS 326 Police, Liability, and Ethics	Remove cross-listing with CRJ 313	Spring 2009
Approved	2. CRJ 313 Criminal Justice Ethics	Remove cross-listing with PLS 326	Spring 2009

Program Revision

Approved	1. B.S. in Police Studies	Remove dropped courses from CORE; Add CRJ 331, 388, 400 to Support Courses	Spring 2009
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Department of Safety, Security & Emergency Management**Course Revision**

Approved	1. FSE 362 Principles of Occupational Safety & Health Legislation	Drop corequisite FSE 361	Spring 2009
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Program Revision

Approved	1. BS in Fire & Safety Engineering Technology	Catalog revision to clarify only one option may be selected	Spring 2009
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Department of Correctional & Juvenile Justice Studies**Course Dropped**

Withdrawn	1. COR 100 Orientation to Correctional & Juvenile Justice Studies	Course content is being integrated into other courses
Withdrawn	2. COR 490 Senior Seminar	“ ”

New Course

Approved	1. COR 300 Careers & Competencies	Create new course for CORE curriculum
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Course Revision

Withdrawn	1. COR 301 Institutional Corrections	Change prerequisite from COR 100 to 300 due to dropped course
Withdrawn	2. COR 310 Foundations of Correctional & Juvenile Justice Practice	“ ”
Withdrawn	3. COR 315 Legal and Ethical Issues in Adult Corrections	“ ”
Withdrawn	4. COR 316 Legal and Ethical Issues in Juvenile Justice	“ ”
Withdrawn	5. COR 321 Juvenile Corrections	“ ”
Withdrawn	6. COR 330 Community Corrections	“ ”
Withdrawn	7. COR 340 Correctional and Juvenile Justice Administration	“ ”
Withdrawn	8. COR 349 Applied Learning in Corrections and Juvenile Justice	Remove prerequisite courses
Withdrawn	9. COR 349 A-N Cooperative Study: Corrections and Juvenile Justice	Remove prerequisite courses
Withdrawn	10. COR 350 Rehab. Strategies for Adult and Juvenile Offenders	Change prerequisite from COR

- Withdrawn 11. COR 375 Applied Skills Practicum 100 to 300
Remove prerequisite courses
- Withdrawn 12. COR 423 Topical Seminar: _____ Increase retake hours; change prerequisite
- Withdrawn 13. COR 450S Service Learning in Corrections: _____ Remove prerequisite courses
- Withdrawn 14. COR 460 Independent Study Remove prerequisite courses
- Withdrawn 15. COR 470 Delinquency and Crime Prevention Change prerequisite from COR 100 to 300

Program Revision

- Withdrawn 1. B.S. Correctional and Juvenile Justice Studies Drop and add courses, require 2.0 GPA, clarify General Education requirements
- Withdrawn 2. Minor in Correctional and Juvenile Justice Studies Revise program to incorporate COR 340
- Withdrawn 3. Professional Certificate in Youth Services Replace COR 100 with COR 340
- Withdrawn 4. Professional Certificate in Correctional Intervention Strategies Replace COR 100 with COR 340

Originator(s)

Office of Academic Affairs

- CAA Approved 1. Coursework Transfer After Dismissal Revise regulation to allow for transfer
- CAA Approved 2. Declaring a Major Change declaration to semester of 45th hour
- CAA Approved 3. Baccalaureate Degree Requirements Revise degree requirement from 128 to 120 hours

Originator(s)

Enrollment Management

- CAA Approved 1. Subsequent Degree Requirements Revise policy and *Catalog* language to clarify requirements for subsequent degrees
- CAA Approved 2. Undergraduate and Graduate Course Load Maximums Affirm adherence to current policy and revise *Catalog* text
- CAA Approved 3. Latin Honors Requirements Revise policy to allow transfer of credits from other institutions toward earning of Latin honors designations
- CAA Approved 4. Academic Standing Minimum Scholastic Standards Revise Academic Standing levels

Originator(s)***University Programs*****Center for Appalachian Studies****New Course**

Approved	1. APP 200 Introduction to Appalachian Studies	Create an introductory course	Spring 2009
Approved	2. APP 350 Special Topics: Appalachia	Create a special topics course	Spring 2009
Approved	3. APP 490 Appalachian Studies	Create an independent study course	Spring 2009

McNair Scholars Program**New Course**

Approved	1. GSD 401 McNair Research Symposium	Create course specifically designed for McNair Program	Spring 2009
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Center for Appalachian Studies**Program Revision**

Approved	1. Minor in Appalachian Studies	Add courses APP 200, 350, 490 to Minor	Spring 2009
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DISCUSSION ITEMS**Originator(s)*****Office of the Registrar***

1. Recording of Double Majors
A handout was distributed outlining the Registrar's method of recording double majors on diplomas and transcripts. A proposal for revised *Catalog* language will return as an actionable item on November 20, 2008. The proposed language will clarify that the degree earned and only one major will be printed on each diploma.

Originator(s)***University Athletics Committee,
Student-Athlete Advisory Committee,
The Office of Service for Individuals with Disabilities***

1. Early Registration for Designated Populations
Note: Provost's Council has requested CAA's response by December 1, 2008.
A proposal allowing early registration for designated populations was introduced for discussion. The stated purpose of the policy is to facilitate progress toward degree completion for students who might be hampered by scheduling conflicts. Corey Bray, Assistant Director of Athletics for Administration, was present to discuss the proposal with CAA members. This item will return to the CAA in November.

Originator(s)***University Programs, College of Business & Technology***

1. Writing Intensive Courses
Dr. Ed Davis proposed a revision to the policy requiring all students to take a writing intensive general education course. The revision would allow students to take either a writing intensive General Education course or a writing intensive course within the student's major. The proposal will return to the CAA as an actionable item in November.

Council on Academic Affairs was adjourned at 5:03 p.m.

COUNCIL ON ACADEMIC AFFAIRS AGENDA

October 16, 2008

1. Call to Order
 2. Approval of the Minutes – September 18, 2008
-

College of Arts & Sciences

Department of Anthropology, Sociology & Social Work

Action Items

Course Revision

- | | |
|---|---|
| 1. ANT 341 North American Archaeology | Add prerequisite and revise course description |
| 2. ANT 355 Selected Topics in Archaeology | Revise prerequisite and course description |
| 3. ANT 357 Archaeology and the Law | Revise prerequisite and course description |
| 4. ANT 439 Practicum in Archaeology | Revise prerequisite based on proposed new course ANT 351W |
| 5. ANT 470 Field Methods in Archaeology | Revise prerequisite based on proposed new course ANT 351W |

Dropped Courses

- | | |
|---|---|
| 1. ANT 350 Methods in Archaeology | Drop course from curriculum |
| 2. ANT 320 Adolescence Cross Culturally | Drop course as a Cultural Anthropology elective |

New Course

- | | |
|---|--|
| 1. ANT 250 Magic, Witchcraft, & Religion | Add ANT 250 as a Cultural Anthropology elective |
| 2. ANT 391 Marriage & Family Cross Culturally | Add new course as a Cultural Anthropology elective |

New Hybrid Course

- | | |
|--|-----------------------------------|
| 1. ANT 351W Archaeology: Writing Intensive | Add new course to replace ANT 350 |
|--|-----------------------------------|

Program Revision

- | | |
|-------------------------|---|
| 1. B.A. in Anthropology | Revise program description due to new and dropped courses |
| 2. Archaeology minor | Change description of courses required and/or available |

Department of Art & Design

Action Items

Course Description Revisions

- | | |
|---|---|
| 1. DES 350 Design II | Change title, revise course description, objective, and content |
| 2. DES 351 Design III | Change title, revise course description, objective, and content |
| 3. DES 352 Software for Graphic Design II | Change title, revise course description, objective, and content |
| 4. DES 354 Typography | Change title, revise course description, objective, and content |

Program Revision

- | | |
|-------------|--|
| 1. ART (BA) | Reduce the Major Requirements hours, increase Free Elective hours... |
|-------------|--|

Department of Economics
Action Items

Course Revision

- | | |
|---|---|
| 1. ECO 130 Contemporary Economic Problems | Allow for concurrent enrollment with ECO 230 or 231 |
| 2. ECO 320 Research Methods in Economics | Change title, course description, and prerequisites |
| 3. ECO 420 Advanced Research Methods | Change course title and description |

Editorial Changes

- | | |
|--|--|
| 1. ECO 220 Statistical Methods for Economics I | Change the term offerings from I, II to A. |
| 2. ECO 300 Managerial Economics | Change the term offerings from I, II to A. |
| 3. ECO 324 Money and Banking | Change the term offerings from I, II to A. |
| 4. ECO 370 Health Care Economics | Change the term offering from I to II. |
| 5. ECO 394 International Economics | Change the term offering from I to A. |

Department of Mathematics & Statistics
Action Items

Course Revision

- | | |
|--|--|
| 1. STA 215 Introduction to Statistical Reasoning | Revise course description |
| 2. STA 270 Applied Statistics I | Revise course description |
| 3. STA 370 Applied Probability | Revise description and change term from I to II. |
| 4. STA 375 Sampling Methods | Revise course descriptions and prerequisites |

Program Revision

- | | |
|------------------------|----------------------------|
| 1. Minor in Statistics | Revise program description |
|------------------------|----------------------------|

Department of Music
Action Items

Course Revision

- | | |
|-------------------------------|--|
| 1. MUS 112 Piano I | Add corequisite and class restriction |
| 2. MUS 122 Voice I | Add corequisite and class restriction |
| 3. MUS 212 Piano II | Add corequisite, prerequisite, and class restriction |
| 4. MUS 222 Voice II | Add corequisite, prerequisite, and class restriction |
| 5. MUS 225 Concert Choir | Add a 0 credit option |
| 6. MUS 226 University Singers | Add a 0 credit option and audition information |
| 7. MUS 235 Orchestra | Add a 0 credit option and audition information |
| 8. MUS 236 String Orchestra | Add a 0 credit option and audition information |
| 9. MUS 250 Small Ensembles | Add a 0 credit option and revise course description |
| 10. MUS 312 Piano III | Add corequisite, prerequisite, and class restriction |
| 11. MUS 322 Voice III | Add corequisite, prerequisite, and class restriction |
| 12. MUS 412 Piano IV | Add corequisite, prerequisite, and class restriction |
| 13. MUS 422 Voice IV | Add corequisite, prerequisite, and class restriction |
| 14. MUS 435 Orchestra | Add 0 credit option and <i>Catalog</i> text revision |
| 15. MUS 436 String Orchestra | Add 0 credit option and revise course description |

College of Health Sciences

Department of Baccalaureate & Graduate Nursing

Action Items

Course Revision

1. NSC 252 Nursing Science Domain Revise course title to better reflect content

Department of Health Sciences

Action Items

Editorial - Informational

1. Pre Professional Programs Change PSY 202 to 200 in supporting courses information

Department of Exercise & Sport Science

Action Items

Course Revision

1. ATR 201 Practicum I Revise prerequisites, add prereq of EMC 102 or 110
2. HPR 190 Wellness Experience: _____ Change prefix from HPR to PHE, revise *Catalog* text
3. HPR 390 Lifetime Activity Series: _____ Change prefix from HPR to PHE, revise *Catalog* text

Course Dropped

1. PHE 125 Intro to Physical Education Course is no longer required in program
2. PHE 326 History & Philosophy of Phys. Ed. Course is no longer taught in program
3. PHE 398 Practicum in Athletic Training Course is no longer taught
4. PHE 403 Therapeutic Modalities for Athletic Training Course is no longer taught

Editorial

1. PHE 241 Swimming and Water Safety Add A to term offerings, Remove prerequisite
2. PHE 345 Dance Choreography Edit term from I to II
3. PHE 400 Organization of Recreational Sport Activities Edit term from I to II
4. PHE 433 Adult Physical Fitness Programs Edit terms from I to II
5. PHE 435 Group Fitness Instruction Edit term from A to I
6. PHE 530 Sports Information Programs Edit term from I to II
7. PHE 800 Research Methods in Health/Phys.Ed./Recreation Edit term to add II as offered term
8. PHE 812 Lifetime Fitness and Wellness Correct term offering in Banner
9. PHE 821 Physiological Bases of Physical Fitness Edit terms in Banner and *Catalog* from I to II
10. PHE 822 Sociology of Sport Edit terms in Banner and *Catalog* from II to A
11. PHE 823 Sport and Exercise Psychology Edit terms in Banner and *Catalog* from I to II
12. PHE 825 Policy and Governance of Sport Edit terms in Banner and *Catalog* from I to II
13. PHE 835 Legal Issues in Sport Edit terms in Banner and *Catalog* from I to II
14. PHE 848 History & Philosophy of Phys.Ed. & Sport Edit terms in Banner and *Catalog* from I to A

Department of Family & Consumer Science

Action Items

Hybrid Course

1. CDF 327 Family Involvement with Young Children Add service learning course designation

Program Revision

- 1. Minor in Family and Consumer Science Drop CDF 244 and add CDF 235 in Banner
- 2. Major in General Dietetics Delete BIO 378 as a support course and revise free elective totals

Department of Health Promotion & Administration

Action Items

Course Revision

- 1. MAS 324 Medical Assisting Techniques Decrease credit hours from 8 to 6 hours

New Course

- 1. MAS 380 Comprehensive Medical Assisting Simulations Create 2-hour capstone course for lab simulation

Editorial

- 1. MAS 323 Medical Assisting Laboratory Procedures Add corequisites MAS 360 and 380
- 2. MAS 360 Medical Office Administration Add corequisites MAS 323 and 380

Program Revision

- 1. Major in Medical Assisting Technology Add new capstone course MAS 380
- 2. Major in Medical Practice Management Add new capstone course MAS 380

Department of Occupational Therapy

Action Items

Course Revision

- 1. OTS 362 Human Motion for Activity Revise course description, change term from II to A
 - 2. OTS 478 Health Care Delivery Systems Revise course description to better reflect content
-

College of Justice & Safety

Department of Criminal Justice & Police Studies

Action Items

Course Dropped

- 1. PLS 331 Perspective on Crime and Delinquency Course is redundant with CRJ 331
- 2. PLS 388 Criminal Justice Research Course is redundant with CRJ 388
- 3. PLS 400 Applied Criminal Justice Analysis Course is redundant with CRJ 400
- 4. PLS 460 Independent Study Course is redundant with CRJ 460
- 5. PLS 424 Field Experience Course is redundant with CRJ 424

Course Revision

- 1. PLS 326 Police, Liability, and Ethics Remove cross-listing with CRJ 313
- 2. CRJ 313 Criminal Justice Ethics Remove cross-listing with PLS 326

Program Revision

- 1. B.S. in Police Studies Remove dropped courses from CORE
Add CRJ 331, 388, 400 to Support Courses

Department of Safety, Security & Emergency Management

Action Items

Course Revision

1. FSE 362 Principles of Occupational Safety & Health Legislation Drop corequisite FSE 361

Program Revision

1. BS in Fire & Safety Engineering Technology *Catalog* revision to clarify only one option may be selected

Department of Correctional & Juvenile Justice Studies

Action Items

Course Dropped

1. COR 100 Orientation to Correctional & Juvenile Justice Studies Course content is being integrated into other courses
2. COR 490 Senior Seminar “ ”

New Course

1. COR 300 Careers & Competencies Create new course for CORE curriculum

Course Revision

1. COR 301 Institutional Corrections Change prerequisite from COR 100 to 300 due to dropped course
2. COR 310 Foundations of Correctional & Juvenile Justice Practice “ ”
3. COR 315 Legal and Ethical Issues in Adult Corrections “ ”
4. COR 316 Legal and Ethical Issues in Juvenile Justice “ ”
5. COR 321 Juvenile Corrections “ ”
6. COR 330 Community Corrections “ ”
7. COR 340 Correctional and Juvenile Justice Administration “ ”
8. COR 349 Applied Learning in Corrections and Juvenile Justice Remove prerequisite courses
9. COR 349 A-N Cooperative Study: Corrections and Juvenile Justice Remove prerequisite courses
10. COR 350 Rehab. Strategies for Adult and Juvenile Offenders Change prerequisite from COR 100 to 300
11. COR 375 Applied Skills Practicum Remove prerequisite courses
12. COR 423 Topical Seminar: _____ Increase retake hours; change prerequisite
13. COR 450S Service Learning in Corrections: _____ Remove prerequisite courses
14. COR 460 Independent Study Remove prerequisite courses
15. COR 470 Delinquency and Crime Prevention Change prerequisite from COR 100 to 300

Program Revision

1. B.S. Correctional and Juvenile Justice Studies Drop and add courses, require 2.0 GPA, clarify General Education requirements
2. Minor in Correctional and Juvenile Justice Studies Revise program to incorporate COR 340
3. Professional Certificate in Youth Services Replace COR 100 with COR 340
4. Professional Certificate in Correctional Intervention Strategies Replace COR 100 with COR 340

Office of Academic Affairs

Action Items

1. Coursework Transfer After Dismissal Revise regulation to allow for transfer
2. Declaring a Major Change declaration to semester of 45th hour
3. Baccalaureate Degree Requirements Revise degree requirement from 128 to 120 hours

Office of Enrollment Management

Action Items

1. Subsequent Degree Requirements Revise policy and *Catalog* language to clarify requirements for subsequent degrees
 2. Undergraduate and Graduate Course Load Maximums Affirm adherence to current policy *or* revise *Catalog*
 3. Latin Honors Requirements Revise policy to allow transfer of credits from other institutions toward earning of Latin honors designations
 4. Academic Standing Minimum Scholastic Standards Revise Academic Standing levels
-

University Athletics Committee, Student-Athlete Advisory Committee and the Office of Service for Individuals with Disabilities

Discussion Item

1. Early Registration for Designated Populations
Note: Provost's Council has requested CAA's response by December 1, 2008.
-

University Programs

Center for Appalachian Studies

Action Items

New Course

1. APP 200 Introduction to Appalachian Studies Create an introductory course
2. APP 350 Special Topics: Appalachia Create a special topics course
3. APP 490 Appalachian Studies Create an independent study course

McNair Scholars Program

Action Item

New Course

1. GSD 401 McNair Research Symposium Create course specifically designed for McNair Program

Center for Appalachian Studies

Action Item

Program Revision

1. Minor in Appalachian Studies Add courses APP 200, 350, 490 to Minor
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University Programs and College of Business & Technology

Discussion Item

1. Writing Intensive Courses
-

Information Items

1. Recording of Double Majors leading to Separate Degrees (see handout from the Office of the Registrar)

Good of the Order



EASTERN KENTUCKY UNIVERSITY
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College of Arts and Sciences
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Academic and Student Affairs

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MEMORANDUM

TO: Council on Academic Affairs

FROM: 
Dr. Michael Foster, Interim Assistant Dean
College of Arts and Sciences

DATE: October 16, 2008

SUBJECT: Agenda items for 10-16-08 Council on Academic Affairs Meeting

The College of Arts and Sciences submits the following agenda items for consideration at the October 16, 2008 meeting of the Council on Academic Affairs.

AGENDA

Department of Anthropology, Sociology & Social Work

Course Revision

ANT 341- Revise pre-requisite and course description
ANT 355- Revise pre-requisite and course description
ANT 357- Revise pre-requisite and course description
ANT 439- Revise pre-requisite
ANT 470- Revise pre-requisite

Dropped Courses

ANT 350- Drop course from curriculum
ANT 320- Drop course from curriculum

New Course

ANT 250- Add course to curriculum
ANT 391- Add course to curriculum

New “Hybrid” Course

ANT 351W- Add course to curriculum

Program Revision

Anthropology- Curriculum and major requirement changes
Archaeology minor- Two course changes

Department of Art & Design

Course Description

DES 350- Revise course description
DES 351- Revise course description
DES 352- Revise course description
DES 354- Revise course description

Program Revision

ART (BA) - Modify requirement hours

Department of Economics

Course Revision

ECO 130- Allow for concurrent enrollment
ECO 320- Modify course descriptions
ECO 420- Modify course descriptions

Editorial Changes

ECO 220- Change course offering times
ECO 300- Change course offering times
ECO 324- Change course offering times
ECO 370- Change course offering times
ECO 394- Change course offering times

Department of Mathematics & Statistics (pgs. MTST 1- MTST 78)

Course Revision

MAT 520- Update Catalog Description
STA 215- Update Catalog Description
STA 270- Update Catalog Description
STA 370- Update Catalog Description
STA 375- Update Catalog Description
STA 501- Update Catalog Description
STA 520- Update Catalog Description
STA 521- Update Catalog Description
STA 575- Update Catalog Description
STA 585- Update Catalog Description

Program Revision

Statistics- Change the description

Department of Music

Course Revision

MUS 112- Modify course description

MUS 122- Modify course description

MUS 212- Modify course description

MUS 222- Modify course description

MUS 225- Add a 0 credit option

MUS 226- Add a 0 credit option

MUS 235- Add a 0 credit option

MUS 236- Add a 0 credit option

MUS 250- Revise catalog text

MUS 312- Modify course description

MUS 322- Modify course description

MUS 412- Modify course description

MUS 422- Modify course description

MUS 435- Add a 0 credit option

MUS 436- Add a 0 credit option

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one)	Department Name	ANSW
<input type="checkbox"/> New Course (Parts II, IV)	College	A&S
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	ANT 341
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (30 characters)	
<input type="checkbox"/> Course Dropped (Part II)	*Program Title	
<input type="checkbox"/> New Program (Part III)	(Major __, Option __; Minor __; or Certificate __)	
<input type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	8/21/08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs	
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 Add prerequisites in catalog course description and change catalog description slightly.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 This course needs the prerequisite of at least one introductory anthropology course, and catalog description needs updating.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ANT 341 North American Archaeology. (3) A. Prerequisite: ANT 120 or ANT 200. A basic but comprehensive introduction to ~~Native~~orth American archaeology from the earliest peopling ~~evidene~~ through European Contact.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ANT	341	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ANSW
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. 3	
3	Lecture <u>2.2</u> Laboratory _____ Other _____		Cip Code (first two digits only) 45	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	<u>ANT 120 or ANT 200</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>ANSW</u> College <u>A&S</u> *Course Prefix & Number <u>ANT 355</u> *Course Title <u>(30 characters)</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____)	
*Provide only the information relevant to the proposal.		
Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	8/21/08	NA
<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved _____
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Change pre-requisite and minor changes in catalog description. A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: Updating of appropriate course prerequisite. Minor changes were needed to update catalog description.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ANT 355 Selected Topics in Archaeology:_____. (3) A. Prerequisite: ANT ~~350~~ 120 or 200 or instructor approval. Sample topics: Old World Paleolithic, Old World Civilizations. ~~systems of chronology, historic archaeological sites.~~ May be retaken to a maximum of nine hours, provided the subject matter differs each time.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ANT	355	Spring 2009	AS X JS BT EM ED PC HS	ANSW
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. 9	
	Lecture Laboratory Other		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR JR SO SR	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	ANT 350 ANT 120 or 200
Course Prefix and No.	

Test Scores

Minimum GPA (when a course grouping or student cumulative GPA is required)

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>ANSW</u> College <u>A&S</u> *Course Prefix & Number <u>ANT 357</u> *Course Title <u>(30 characters)</u> *Program Title (Major ____, Option ____, Minor ____, or Certificate ____)	
*Provide only the information relevant to the proposal.		
Proposal Approved by: Departmental Committee <i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Date</u> 8/21/08	<u>Date</u> NA
College Curriculum Committee General Education Committee* Teacher Education Committee*	<u>Date</u> 9/29/08 NA NA	Graduate Council* Council on Academic Affairs Approved <input checked="" type="checkbox"/> Disapproved _____ Faculty Senate** Board of Regents** Council on Postsecondary Edu.***
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Change prerequisites and update catalog description. A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: Current prerequisite is not appropriate and course description was in need of updating.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~ANT 357 Archaeology and the Law. (3) A. Completion of ANT 350 Prerequisite: ANT 120 or ANT 200. is strongly advised before taking ANT 357. Survey of Federal legislation for the management of manages cultural resources in the part of modern development, and the repatriation of human remains and other certain materials to descendant Native American tribes. is really for anthropology/archaeology. This course provides students with the opportunity to understand this legislation. Global heritage issues also addressed.~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ANT	357	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ANSW
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	ANT 350 ANT 120 or ANT 200
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>ANSW</u> College <u>A&S</u> *Course Prefix & Number <u>ANT 439</u> *Course Title <u>(30 characters)</u> *Program Title _____ (Major __, Option __; Minor __; or Certificate __) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
Departmental Committee <i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Date</u> 8/21/08	<u>Date</u> NA Graduate Council* Council on Academic Affairs
College Curriculum Committee General Education Committee* Teacher Education Committee*	<u>Date</u> 9/29/08 NA NA	Approved <input checked="" type="checkbox"/> Disapproved _____ Faculty Senate** Board of Regents** Council on Postsecondary Edu.***
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Change prerequisites; minor tweaking of course description and spelling of title (archeology vs. archaeology).	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: Current prerequisite is not appropriate.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ANT 439 Practicum in Archaeology. (3) A. Prerequisites: ANT ~~350~~ 351W, 470, or instructor approval. This course pairs senior anthropology majors with professional archaeologists for on-the-job training. Practicum options may include federal and state governments, private archaeological consultants, and anthropology museums.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ANT	439	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ANSW
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only) 45	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
		N	FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	<u>ANT 350 ANT 351W</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one)	Department Name	ANSW
<input type="checkbox"/> New Course (Parts II, IV)	College	A&S
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	ANT 470
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (30 characters)	
<input type="checkbox"/> Course Dropped (Part II)	*Program Title	
<input type="checkbox"/> New Program (Part III)	(Major __, Option __; Minor __; or Certificate __)	
<input type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>	
Departmental Committee	8/21/08	Graduate Council* <u>Date</u> NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/29/08	Council on Academic Affairs <u>Date</u> 10/16/08
General Education Committee*	NA	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.*** <u>Date</u> NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 Change catalog description due to change in curriculum.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 A course change (ANT 350 dropped and ANT 351W added) required the pre-requisite for this course to change.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ANT 470 Field Methods in Archaeology. (3) A. Prerequisite: ANT ~~350~~ 351W (with a minimum of a B). A hands-on study of archaeological field methods including excavation techniques as well as some laboratory analysis of archaeological remains. May be repeated up to six hours providing the dig site is different.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ANT	470	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ANSW
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use **“and”** and **“or”** literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	ANT 350 (B) ANT 351W (B)
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use **“and”** and **“or”** literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>ANSW</u> College _____ *Course Prefix & Number <u>ANT 350</u> *Course Title (<u>30 characters</u>) _____ *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.
Proposal Approved by: _____ Date <u>8/21/08</u> Graduate Council* _____ Date <u>NA</u> Departmental Committee _____	
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/> Council on Academic Affairs _____ College Curriculum Committee _____ Date <u>9/29/08</u> Approved <input checked="" type="checkbox"/> Disapproved _____ <u>10/16/08</u> General Education Committee* _____ NA Faculty Senate** _____ NA Teacher Education Committee* _____ NA Board of Regents** _____ NA Council on Postsecondary Edu.*** _____ NA	
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.	

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Drop ANT 350 from the anthropology curriculum.</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>	<p>B. The justification for this action: We are dropping this course to replace it with ANT 351W (a writing intensive course).</p> <p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: NA</p> <p>Operating Expenses Impact: NA</p> <p>Equipment/Physical Facility Needs: NA</p> <p>Library Resources: NA</p>
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Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~ANT 350 Methods in Archaeology. (3) A. Prerequisite: ANT 120, 210, or 211. An introduction to archeological method and theory, including reconnaissance, surface survey, excavation and processing, classification analysis, and interpretation of data. The course will include practical archeological exercises.~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Department Name</td> <td style="width: 50%;">ANSW</td> </tr> <tr> <td>College</td> <td>A&S</td> </tr> <tr> <td>*Course Prefix & Number</td> <td>ANT 320</td> </tr> <tr> <td>*Course Title (30 characters)</td> <td></td> </tr> <tr> <td>*Program Title</td> <td></td> </tr> <tr> <td colspan="2" style="text-align: center;">(Major ____, Option ____, Minor ____, or Certificate ____)</td> </tr> <tr> <td colspan="2">*Provide only the information relevant to the proposal.</td> </tr> </table>	Department Name	ANSW	College	A&S	*Course Prefix & Number	ANT 320	*Course Title (30 characters)		*Program Title		(Major ____, Option ____, Minor ____, or Certificate ____)		*Provide only the information relevant to the proposal.																							
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<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Proposal Approved by:</td> <td style="width: 33%; text-align: center;"><u>Date</u></td> <td style="width: 33%; text-align: center;"><u>Date</u></td> </tr> <tr> <td>Departmental Committee</td> <td style="text-align: center;">8/21/08</td> <td style="text-align: center;">NA</td> </tr> <tr> <td colspan="3"> <i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/> </td> </tr> <tr> <td>College Curriculum Committee</td> <td style="text-align: center;">9/29/08</td> <td style="text-align: center;">10/16/08</td> </tr> <tr> <td>General Education Committee*</td> <td></td> <td style="text-align: center;">NA</td> </tr> <tr> <td>Teacher Education Committee*</td> <td style="text-align: center;">NA</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td style="text-align: center;">Graduate Council*</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td style="text-align: center;">Council on Academic Affairs</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td style="text-align: center;">Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/></td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td style="text-align: center;">Faculty Senate**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td style="text-align: center;">Board of Regents**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td style="text-align: center;">Council on Postsecondary Edu.***</td> <td style="text-align: center;">NA</td> </tr> </table>		Proposal Approved by:	<u>Date</u>	<u>Date</u>	Departmental Committee	8/21/08	NA	<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>			College Curriculum Committee	9/29/08	10/16/08	General Education Committee*		NA	Teacher Education Committee*	NA	NA		Graduate Council*	NA		Council on Academic Affairs	NA		Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	NA		Faculty Senate**	NA		Board of Regents**	NA		Council on Postsecondary Edu.***	NA
Proposal Approved by:	<u>Date</u>	<u>Date</u>																																			
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Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Drop ANT 320, Adolescence Cross-Culturally, as a Cultural Anthropology elective</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action:</p> <p>This course was designed to be part of a general education theme that is no longer being considered. The material in the course is better included in ANT 391.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: NA</p> <p>Operating Expenses Impact: NA</p> <p>Equipment/Physical Facility Needs: NA</p> <p>Library Resources: NA</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~ANT 320 Adolescence Cross-Culturally. (3) A. Prerequisite: ANT 120. A cross-cultural exploration and analysis of youth, teenagers, and adolescence. The effect of culture on shaping young people's behavior is emphasized~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input checked="" type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>ANSW</u> College <u>AAS</u> *Course Prefix & Number <u>ANT 250</u> *Course Title (<u>30 characters</u>) <u>Magic, Witchcraft, & Religion</u> *Program Title <u>Anthropology</u> (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	8/21/08	NA
<i>Is this a SACS Substantive Change? Yes*** <input type="checkbox"/> No <input type="checkbox"/></i>		
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>
General Education Committee*	NA	10/16/08
Teacher Education Committee*	NA	NA
		NA
Graduate Council* Council on Academic Affairs Faculty Senate** Board of Regents** Council on Postsecondary Edu.***		
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Add ANT 250, Magic, Witchcraft & Religion as a Cultural Anthropology elective.	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: This course has been offered as ANT 375 Special Topics twice (2005 and 2007) and has been very popular. We wish to make it a permanent course to enhance our Cultural Anthropology offerings.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ANT 250 Magic, Witchcraft, & Religion. (3) A. Prerequisites: ANT 120 or ANT 200. An exploration of religious belief in cross-cultural context from the anthropological perspective. Topics include magic, witchcraft, sorcery, monotheism, polytheism, and possession.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
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New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ANT	250	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ANSW
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture <u>3</u> Laboratory _____ Other _____		Cip Code (first two digits only) 45	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	<u>ANT 120 or ANT 200</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

ANT 250—Magic, Witchcraft, and Religion
Department of Anthropology, Sociology, and Social Work
Eastern Kentucky University—Fall 2007
Course Outline and Syllabus

Dr. Elizabeth A. Throop

Office Phone: 622-1646

Office Location: Keith 225

Office Hours: TRF 8:30-9:30 or on arrangement

e-mail: elizabeth.throop@eku.edu

Course meeting time and place: TR 9:30-10:45, Coombs 105

3 credit hours

Catalogue Description:

ANT 250. Magic, Witchcraft, and Religion. (3) A. Prerequisites: ANT 120 or ANT 200. An exploration of religious belief in cross-cultural context from the anthropological perspective. Possible topics include magic, witchcraft, sorcery, monotheism, polytheism, possession.

Course Description, Goals, and Objectives

The discipline of anthropology consists of what we call the “four fields”: archaeology, physical anthropology, social and cultural anthropology, and anthropological linguistics. This selected topics course is a class in cultural anthropology, specifically dealing with the anthropology of religion.

Anthropologists have long been fascinated with cross-cultural varieties of religion, especially those forms that seem to be very different than western understandings. We find compelling the investigation of the various kinds of logic, rationality (and irrationality), emotionality and cognition, belief systems, ritual, views of the natural and supernatural worlds, communality, intentional communities, healing, shamanism, possession, altered states of consciousness, cults, syncretism, social control, magic, witchcraft, sorcery, social change, and politics and religion in different societies. We will be exploring aspects of all these subjects.

By the end of this course, an engaged student will be able to:

1. describe the belief systems of several non-western religions
2. define religion cross-culturally and provide salient examples
3. analyze the role of culture and psychology in the structure of belief systems
4. analyze one set of religious beliefs with great specificity and intellectual complexity
5. discuss the interaction of history, politics, ethnicity, gender identities, and spirituality cross-culturally

Students will have the opportunity to perform an in-depth scholarly project, either library-based or, using the ethnographic research method, based on the life and beliefs of a local cultural consultant.

Required Texts

Course syllabus

At the ECU bookstore:

Warms, et al., Richard, James Garber, and Jon McGee. 2004. *Sacred Realms: Essays in Religion, Belief, and Society*. New York: Oxford University Press

Moro, Pamela A., James E. Meyers, and Arthur C. Moro, eds. 2008. *Magic, Witchcraft, and Religion: An Anthropological Study of the Supernatural*. 7th ed. New York: McGraw-Hill.

Course Requirements

Students will be assessed in the following ways:

1. Three (3) exams	300 points (3 @100 points each)
2. Weekly reaction papers	100 points (10 @10 points each)
4. Research paper	300 points
5. Attendance/participation	<u>100 points</u>
	800 points total

Grading:

720-800=A (90-100%)
640-719=B (80-89%)
560-639=C (70-79%)
480-559=D (60-69%)
Below 480=F (below 60%)

You should keep track of your points as you earn them. To figure out your current grade, divide the number of points you have by the number you could have earned to the present time; the percentage will reveal your letter grade. Your midterm grade will consist of the points you earn on exam 1 and 5 reaction papers for a potential total of 100 points (divide your earned points by 100, and you'll come up with a percentage). I do not accept extra credit assignments or extra credit attempts on exams. I only rarely will allow for make-up examinations. Due dates are due dates, work is due within five minutes of the beginning of the class period the work is due, and I will not accept any late work. If work is not turned in on time, either in person or electronically, you will fail that assignment. You may turn in work electronically, but you may not turn in work electronically and then miss class the day an assignment is due without my express permission. I will not accept work that is given to our department's administrative assistants if I have not given you permission to do that.

Attendance/participation/reading:

You should attend all lectures and class discussions. In them, I will discuss salient material in the textbooks, but my lectures and our class discussions also will contain material not mentioned in the readings, and I will not be able to cover every subject mentioned in our readings in detail. You are responsible for all material assigned, reviewed, and/or discussed. It is also quite likely that I will provide short supplemental readings, such as current news items of interest. I will occasionally show films of anthropological interest as well. Please read all assigned material by the date we begin the unit so that you can participate fully in our class conversation. I will keep track of your attendance in a variety of ways, in part so I can get to match faces with names and in part to make sure you're holding up your end of the educational bargain. Good attendance at least will not hurt your final mark; poor attendance definitely will hurt your mark. There are very few good reasons to miss class.

Exams:

We will have three in-class exams. The in-class exams will be a combination of short answer and essay, covering several weeks' material (see course outline for details). I allow very few make-up exams.

Reaction papers:

Some of you may be already familiar with this type of assignment. These informal essays should be written either while you are doing the week's readings or after lecture (not during lecture, please). You should write about 2½ pages per assignment. All reaction papers must be typed. You may submit them via email, but only if you also come to class that day. The paper is a forum for your reactions to the course material. What do you think of the ideas presented? How do they make sense in light of other knowledge you have, whether from other courses, professional experience, or personal experience? Feel free to explore your ideas; link them to subjects discussed earlier in the course or other things you know about. Ask yourself questions about the importance of what we talk about in class, and answer those questions for yourself. Try to connect these ideas to American culture or societies outside the U.S. What you may not do is only summarize lectures or readings; you may not use the reaction paper as a place for factual notes (which belong in your reading notes or your lecture notes). Do not puff up a minor idea, repeating yourself, just to fill up a page. Don't leave reaction papers to the last minute. Use them to bring up unclear or controversial topics during class time. At the end of this outline, I have listed several possible reaction paper topics if you're truly stumped. Do not use Wikipedia as a source for these papers.

Research paper:

You will conduct anthropological research on an aspect of the anthropology of religion that fascinates you. For possible subjects, you might look at our unit topics, or the topics listed in our textbooks. You may choose to do a project based entirely on library sources, or you might want to experience the practice of cultural anthropology and conduct field interviews of the followers of a particular faith tradition. I will not privilege either paper—both are valuable—and I will conduct a workshop on proper

anthropological library research as well as ethnographic interviewing. Experience in both kinds of research projects will stand you in good stead should you decide to continue to graduate school, by the way. See the outline for deadlines for paper topics, paper type, drafts, and final paper. The paper must be **at least** 10 full pages long (not including the title and reference pages), double-spaced with conventional margins and a font not larger than 12 point; it can be longer than 10 full pages, but it cannot be shorter—you will be marked down a letter grade for each full page it is short. You must use at least five scholarly sources (not including our textbooks)—journals or scholarly books. You may use sources in addition to those sources, but you may not rely on non-scholarly sources for this paper. You may not use any encyclopedia for anything. Any citation of Wikipedia will result in the lowering of your final grade by one letter grade. Wikipedia is a completely unacceptable source for anything. I would like you to submit the final paper on-line, using Microsoft Word or WordPerfect, prior to the class meeting it is due. I will comment on it electronically as well. You must bring a hard copy of the paper to class on the day it is due. You must use the American Anthropological Association's Citation style (see http://www.aaanet.org/pubs/style_guide.htm).

Responsiveness, Blackboard, and assignment return:

I have always aimed to return drafts, papers, exams, and any other coursework students complete by the next class period. If you are on time, you should be able to expect me to be on time! I will do my best to return things to you quickly.

Because I am the chair of the Anthropology, Sociology, and Social Work department in addition to being your professor, there may be times when I am unavailable despite my best intentions. I will do my best to inform you of any changes to my office hours as far in advance as possible, and I will post messages on our Blackboard site when I can. Be sure to check Blackboard for announcements at least twice a week. We will use Blackboard mainly as a repository of course documents rather than being actively engaged in using it every day; however, do be sure to enroll in the course or you may miss out on some communications.

Classroom demeanor and dress:

This is a class in the anthropology of religion. We will be discussing religious beliefs, both western and non-western, analytically and dispassionately. We have no way to prove whether any religious beliefs are true, or false, or better, or worse, than any other beliefs. Therefore, I expect that we will talk as academics rather than believers, using evidence and argumentation rather than personal faith statements. This is a scholarly course, not a faith-based one. In addition, be careful of “always,” “never,” “unnatural,” “weird,” “pagan,” and other loaded ethnocentric terms—I guarantee that any statement made about “human nature” can be disproven easily! Finally, please use respectful and inclusive language, paying attention to issues of ethnicity, gender, sexualities, abilities/disabilities, and varying religious beliefs. Remember too that everyone in this classroom is an adult, a man or a woman (not a guy or a girl).

No hats are to be worn by anyone in the classroom, including me, unless there is an express religious reason. We cannot hide behind our headgear. You will take off all hats, even if you're having a bad hair day.

You must turn off your cell phones and put them out of sight, in your handbag, knapsack, or briefcase, upon entering my classroom. I will not tolerate any interruption of our time. If you have a true emergency requiring your availability, you may leave the Anthropology/Sociology/Social Work departmental phone number (622-1644) with the concerned party and our administrative assistant will fetch you if needed. Otherwise, no cell phones—not even set on vibrate. They are distracting and potential tools for cheating. You will be paying attention to me and to your colleagues, not to your phone.

You may not leave class once it has started unless you clear it with me before class begins. Failure to do so will cause your participation/attendance point level to lose 10 points.

On the other hand, you must laugh at all my jokes. ☺

Communication:

I will respond to emails that are written with proper grammar, spelling, and punctuation, and with an appropriate salutation (“Dear Dr. Throop”), within forty-eight hours of receiving them, though not on the weekends. I expect you to communicate with me professionally; I have a hard time reading text message English, and I cannot read emails that are all in lower case letters. Please compose your emails to me as you might to a prospective employer. A sloppy email makes a person look ignorant and uneducated.

*When you compose an email, include a descriptive subject line. Your subject line should begin "ANT 375:" and continue from there. This will help me distinguish your message from the flood of spam and other messages I get each day! Some days I receive upwards of 100 emails, so knowing what you are discussing is very helpful for both of us. The email itself should begin with a salutation (“Dear Dr. Throop,”) follow all the proper rules of grammar and spelling, and end with a closing and signature line (“Cordially, Susan”) and include your student ID. Absolutely, positively, do not forward me chain letters, urban legends, lists of jokes, etc. Unprofessional emails will count against your class participation grade. My email address is elizabeth.throop@eku . Under no circumstances may you address me by my first name.

Here is an example of a professional email:

Email Address: clinton-w-666@eku.edu

Subject Line: ANT 375: Problem Completing ANT 375

Dear Dr. Throop:

My National Guard unit has been activated for service in Afghanistan. I leave on June 30th, and will be gone at least 6 months. I have been informed that internet access will not be available, and I that I probably would not have time for school work anyway. I will try to complete as much of the course as possible before I leave, but service to my country is far more important. Do I need to drop the class?

Sincerely,

William Jefferson Clinton

Student ID: 666-66-6666

Here is an example of an unprofessional email [with annotations]:

Email Address: kegtapper#1@mudmail.com

Subject Line: antro class [which one? I teach several anthropology classes each semester]

Mrs. Throop: [Mrs.?! As Dr. Evil said, "I didn't go to Evil Graduate School for six years to be called misses."] i am having troble w/ the paper i guess i am not good at research. could youplz red my draft and fix it? thanx [misspelled words, poor grammar, not enough information] jimmy [jimmy who?]

The problem with this email, beyond the way it exudes laziness and misspells the discipline, is that there is not any way for me to help this student. I don't know who he is or which class he is in or what quiz he needs help with. Do not send me an email like this. Not ever.

I will not discuss grades via email, as this could violate your privacy rights under FERPA (what if someone is pretending to be you?). I also will not discuss your grades or progress in the class with your parents or guardians (with or without your permission), as you are an adult; I expect you to handle your business, including your work in this class, yourself.

*Note: this section on communication was adapted from one written by a friend of mine at Missouri State Southwest University, Dr. Larry Cebula of the History Department.

Academic dishonesty and plagiarism:

You may not use another person's words without proper citation form. You may not copy or cut and paste material from any source, including books, magazines, journals, websites, other students' papers, pamphlets, television, the movies, or any other place. You may not cheat on exams, reaction papers, research papers, or any other aspect of this course. You may not copy another person's work and hand it in as your own. Once again, you may not "cut and paste" articles from the Internet, ever. You may not turn in papers written for other classes to fulfill assignments in this class. You may not act dishonestly with regard to coursework, intentionally or inadvertently. **If I discover any academic dishonesty on your part, you will fail this course and I will prosecute you to the fullest extent of University policy. See the Academic Honesty Policy, located in EKU's Student Handbook, for more detail. If you have any doubts or questions about whether you might be plagiarizing or committing academic dishonesty inadvertently, check with me before submitting the work. I will be happy to instruct you on proper citation forms. This is an upper division course. I expect you to know how to use a citation method properly.**

In other words, don't cheat. It is likely that you will be caught.

The official University policy language is this:

Students are advised that EKU's Academic Integrity policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.

University Statement on Accessibility:

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with course instructor to discuss any

academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternate forms

Miscellaneous:

Life sometimes happens while you're in school, and various things occur that we can't plan. However, please be aware that your personal difficulties do not substitute for course credit, and I am putting a limit on the number of grandparents who can die, per student, this semester (2). In other words, an excess of excuses for why you aren't doing what you ought to be doing won't interest me very much. Also, effort does not replace performance; trying hard to do well is good, but you actually have to demonstrate some knowledge to earn a C in this class. You can try hard all you like, but unless you show results you will fail.

Important dates:

From the Colonel's Compass (see www.eku.edu):

August 26, 2007: Last day to drop/add classes without a W; last day of 100% refund

September 2, 2007: Last day for 75% refund

September 9, 2007: Last day for 50% refund

September 16, 2007: Last day for 25% refund

October 26, 2007: Last day to withdraw from classes (no refund)

Labor Day: September 3, 2007 No classes

Mid-term grades available: October 13, 2007

Fall Break: October 8-9, 2007 No classes

Thanksgiving Holiday: November 21-26, 2007

Classes End: December 7, 2007

Are you still here? Let's get going on the outline, then.

Course Outline

The instructor reserves the right to alter this outline should it become necessary in her judgment.

Unit One: Introduction to the anthropology study of religion

Week of August 20, 2007

Readings: Warms, et al., Chapters 1-3
Moro, et al., Part 1

Signed Syllabus Agreement due August 23, 2007

Unit Two: Origin stories and mythology

Week of August 27, 2007

Readings: Warms, et al., Chapter 4
Moro, et al., Part 2

Reaction paper #1 due on August 30, 2007

Unit Three: Ritual

Week of September 3, 2007

Readings: Warms, et al., Chapters 5, 7
Moro, et al., Chapter 3

Reaction paper #2 due on September 6, 2007

Unit Four: Religious specialists

Week of September 10, 2007

Readings: Warms, et al., Chapter 6
Moro, et al., Chapter 4

Reaction paper #3 due on September 15, 2007

*******Exam #1 on units 1-4: September 18, 2007**

Unit Five: Altered states

Week of September 17, 2007

Readings: Warms, et al., Chapter 8
Moro, et al., Chapter 5

Reaction paper #4 due on September 20, 2007

Paper topic and type (all library or library/ethnography) proposal due September 20, 2007

Unit Six: Illness and healing

Weeks of September 24 and October 1, 2007

Readings: Warms, et al., Chapter 10
Moro, et al., Chapter 6

Reaction paper #5 due on September 27, 2007

Unit Seven: Witchcraft, Sorcery, Divination

Weeks of October 8 and October 15, 2007

Readings: Warms, et al., Chapter 11
Moro, et al., Chapter 7

Reaction paper #6 on October 18, 2007
No class October 9—fall break

Unit Eight: Death and the afterlife

Week of October 22, 2007

Readings: Warms, et al., Chapter 9
Moro, et al., Chapter 8

Reaction paper #7 on October 25, 2007
Handouts provided on research methods

Exam #2 on Units 5-8: October 29, 2007

Unit Nine: Workshops on research methods

Week of October 29, 2007

October 31: eHRAF, other anthropological resources, ethnographic methods

No Reaction paper

Unit Ten: New religious movements

Week of November 5, 2007

Readings: Warms, et al., Chapter 12
Moro, et al., Chapter 9

Reaction paper #8 on November 8, 2007

Unit Eleven: Social Change and Religion

Week of November 12, 2007

Readings: Moro, et al., Chapter 10

Reaction paper #9 due on November 15, 2007

Unit Twelve: Paper workshops

Week of November 19, 2007

Readings: None

No reaction paper due

First draft of paper due on November 20, 2007. No exceptions.

No class November 22, 2007—Thanksgiving.

Unit Thirteen: World Religions

Week of November 26, 2007

Readings: Warms, et al., Chapters 13-17

Reaction paper #10 due on November 27, 2007

Exam #3 on Units 9-13: December 4, 2007

Unit Fourteen: Summary and Conclusions

Week of December 3, 2007

Readings: TBA

No reaction paper

Final draft of paper due December 6, 2007

Possible reaction paper topics

Discuss your thoughts on the differences between science and religion. Is the distinction between supernatural and natural as clear as it might appear?

Are there constraints on the possible beliefs a religion can espouse in a given social context?

How does religion help humans cope with difficulties?

With what kinds of religious specialists are you familiar?

What are the similarities and differences between religion, art, fantasy-play, love, and/or mental illnesses?

Think about the differences between a literalist and a figurative approach to religious beliefs.

Think about the various rituals—secular and religious—in which you have been involved. How do they resemble each other? How are they different?

Are there any equivalents to witch or sorcerer in your personal religious tradition? Has your tradition been troubled with some form of “witchcraft accusations”?

How do various religions (including your own) reflect their societies’ gender roles?

How does the process of syncretism work in contemporary mainstream western religious traditions?

Syllabus Agreement Form: Due August 23, 2007

I, _____, have read the syllabus and
(print name here)
course outline for ANT 375, Magic, Religion, and Witchcraft (ANT Special Topics),
CRN 13877, for Fall Semester 2007. I understand and agree to abide by all the policies
and deadlines discussed within the syllabus.

Date: _____

Signature: _____

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	ANSW
<input checked="" type="checkbox"/> New Course (Parts II, IV)	College	AAS
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	ANT 391
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (30 characters)	Marriage & Family X-culturally
<input type="checkbox"/> Course Dropped (Part II)	*Program Title	Anthropology
<input type="checkbox"/> New Program (Part III)	(Major __, Option __; Minor __; or Certificate __)	
<input type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>	
Departmental Committee	8/21/08	Graduate Council*
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
		<u>Date</u>
		NA
		10/16/08
		NA
		NA
		NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 Add ANT 391, Marriage & Family X-Culturally, as a Cultural Anthropology elective.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 This course has been offered as ANT 375 Special Topics (Spring 2007) and was popular. We wish to make it a permanent course to enhance our Cultural Anthropology offerings.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ANT 391. Marriage & Family X-Culturally. (3) A. Prerequisites: ANT 120 strongly recommended. An analysis of marital practices, family life, child-rearing, and romance cross-culturally from an anthropological perspective.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ANT	391	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ANSW
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture <u>3</u> Laboratory _____ Other _____	Cip Code (first two digits only) 45		
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use **“and”** and **“or”** literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	ANT 120 strongly recommended
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use **“and”** and **“or”** literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

**ANT 391: Marriage & Family X-Culturally Department of
Anthropology, Sociology, and Social Work
Eastern Kentucky University—Spring 2007
Course Outline and Syllabus**

Dr. Elizabeth A. Throop
Office Phone: 622-1646
Office Location: Keith 223
Office Hours: M-F 8-9, or on arrangement
e-mail: elizabeth.throop@eku.edu

Catalogue Description:

ANT 391. Marriage & Family X-Culturally. (3) A. Prerequisites: ANT 120 or ANT 200. An analysis of marital practices, family life, child-rearing, and romance cross-culturally from an anthropological perspective.

Course Description, Goals, and Objectives

For decades, social scientists, among others, have assumed the marriage and family life is essentially the same the world over, and behavior within families is motivated by the same things regardless of culture. Indeed, Freud discussed the universality of the human psyche. Freud, and most social scientists, were and are incorrect in these assumptions. Anthropologists have proven that these assumptions about human behavior are astoundingly untrue (even though anthropologists also believed the same thing until the last thirty years or so!). In this course, we will be exploring patterns of marriage, family life, kinship, and sexuality across cultures—including our own—and we will be discovering just how complicated human intimate relationships are. While it is true that marriage is a human cultural universal, and some form of family life is as well, it is amazing to see the variety of ways that human beings find to marry and rear children. Most often, in most parts of the world, romantic love has little to do with marriage or sex; and most, often, in most parts of the world, children are treated rather differently than they are in the United States. American, or more generally western, notions of childhood, love, sex, and family are quite peculiar in comparison to the rest of the world.

By the end of this course, the student should

1. be able to discuss evidence from the science of human evolution regarding marriage and family life
2. be able to describe ethnographic evidence dealing with issues surrounding family, child-rearing, marriage, and sex
3. be able to discuss evolutionary and ethnographic evidence in depth in scholarly and critical detail regarding family life cross-culturally

4. be able to analyze American cultural practices and reputedly scholarly expert evidence from a cross-cultural perspective

Required Texts

At the ECU Bookstore:

Parkin and Stone (eds.). *Kinship and Family: An Anthropological Reader*

Coontz, Stephanie. *Marriage: A History*

Stockard, Janice. *Marriage in Culture: Practice and Meaning Across Diverse Cultures*

Hewlitt, Barry. *Intimate Fathers*

Kurtz, Stanley. *All the Mothers Are One*

Small, Meredith. *Our Babies, Ourselves*

Small, Meredith. *What's Love Got to Do With It?*

Small, Meredith. *Kids: How Biology and Culture Shape the Way We Raise Young Children*

In addition, there are a number of readings on e-reserve, accessible through Blackboard. See outline for specifics.

Assessment:

Students will be assessed in the following ways:

1. Research paper	40%
2. Oral presentation	10%
3. Class participation	25%
4. Discussion outlines	<u>25%</u>
	100%

You should attend all lectures and class discussions. In them, I will discuss salient material in the textbook and reader, but my lectures and our class discussions also will contain material not mentioned in the readings. It is also quite likely that I will provide short supplemental readings, such as current news items of interest. I will occasionally show films of interest as well, and we will have occasional visitors who are actively working in social work. **You are responsible for all material assigned, reviewed, and/or discussed in this course, whether in the textbooks or beyond it.** Please read all assigned material by the date we begin the unit so that you can participate fully in our class conversation.

Research paper:

You will write a significant research paper for this course. It will consist of several parts. First, you will provide a research proposal by early February. Second, you will write a literature review, due before spring break. Third, you will provide the first draft of your research paper in mid-April. Finally, you will provide a revised and

improved final draft of your paper in the last week of class. Only the final draft of the paper will be graded, and if you do not turn it in on time, you will fail the class.

I expect that written work submitted will be correct with regard to grammar, spelling, punctuation, and sentence structure. Papers that are substandard technically are impossible to comprehend, and the nuts and bolts of grammar, spelling, punctuation, and sentence structure are necessary for you to get your point across. I will help you with any problems you might have in those areas. See my separate handout on writing research papers. More importantly, though, is the ability to conceive of, and execute, an original and sustained research project. Think about what interests you, and, even better, why it interests you.

Details on the paper include the following. The research paper should analyze some aspect of marriage, family life, child-rearing, or sex cross-culturally. This could include childbirth, child-rearing, marital ceremonies, marital relationships, notions of romantic love cross-culturally, cross-cultural discussions of marriage within a religious context, or some other topic relating to the issues discussed in this course. You must concentrate on making your work cross-cultural, however; you may not concentrate solely on American or Western European culture and their associated societies. The paper must be at least 20 typed, double-spaced pages long, not including footnotes, the cover page, and the works cited list; margins may not be more than one inch, and you may not use a font larger than 12 point. It is due **May 1, 2007** at the beginning of class. **You must provide a research proposal, referring to at least five scholarly sources, by February 6, 2007.** You also will be submitting a literature review on March 6, 2007. You must use at least ten (10) scholarly sources in your final draft; at least eight (8) of those must academic or scholarly journals of anthropology. The other sources must be serious academic books written by anthropologists, government reports, and/or interviews you conduct (please consult with me before engaging in interviews for instruction on proper research questions, decorum, and ethics). You may use more than ten sources: additional sources beyond the eight could include newspapers, popular magazines, films, radio interviews, television programs, websites, and/or informal interviews. However, you may not rely on popular culture items such as websites as your primary source of information.

Oral presentation:

Towards the end of the semester, you will share your research results with your colleagues in a ten-minute oral presentation during class. Oral presentations should be lively, creative, and interesting; you will be graded on presentation style as well as content.

Discussion outlines:

See attachment for specifics on how to do discussions outlines. The syllabus provides you with specific due dates. Keep them. Outlines will be marked down one full letter grade for every day the outline is late, unless I overtly tell you otherwise.

Class participation:

We will be discussing human behavior in ways that it is likely you have not done before. Many times these issues are intriguing, sensitive, and difficult as American cultural assumptions about correct and incorrect ways to behave are examined along with those assumptions of other societies. Your active and engaged participation in the discussion will enhance your learning, so I encourage you to attend all classes and discuss the issues during class. Attendance and active participation in class can make a half-letter grade difference in the final mark you earn.

Academic dishonesty and plagiarism:

. Students are advised that ECU's Academic Integrity policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.ecu.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.

EKU Statement on Disabilities

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disserv@ecu.edu or by telephone at (859) 622-2933 V/TDD. Upon individual's request, this syllabus can be made available in alternate forms.

Course Outline

Dr. Throop reserves the right to alter this course outline, including due dates and readings, as she sees fit.

Unit One: Introduction to the Cross-Cultural Study of Marriage and Family Life Week of January 15, 2007

Readings: Parkin and Stone, Introduction; Section 1 Introduction; Chapters 1-3 (pp. 1-96)

No discussion outline required.

Unit Two: The Evolutionary and Cultural Bases of Family Life, part one Weeks of January 22 & 29, 2007

Readings: Small, *What's Love Got to Do With It?*
Hayden in Parkin and Stone, Chapter 20

Discussion outline for Small due January 25, 2007

Unit Three: The Evolutionary and Cultural Bases of Family Life, part two
Weeks of February 5 & 12, 2007

Readings: Hewlitt, *Intimate Fathers*
Fox in Parkin and Stone, Chapter 23

Research proposal due February 6, 2007
Discussion outline for Hewlitt due February 8, 2007

Unit Four: Marriage Historically and Culturally
Weeks of February 19 & 26, 2007

Readings: Coontz, *Marriage: A History*
Stone in Parkin and Stone, Chapter 21

Discussion outline for Coontz due February 22, 2007

Unit Five: Paper and Presentation Preparation
Week of March 5, 2007

Readings: Parkin and Stone, Chapters 18 & 19

Literature review due March 6, 2007

Spring Break: Week of March 12, 2007—no class

Unit Five: The Evolutionary and Cultural Bases of Family Life, part three
Weeks of March 20 and March 27, 2007

Readings: Small, *Our Babies, Ourselves*
Hua Han in Parkin and Stone, Chapter 22

Discussion outline for Small due March 23, 2007

Unit Six: Child-rearing and Family Life in India
Weeks of April 2 & 9, 2007

Readings: Kurtz, *All the Mothers are One*
Parkin and Stone, Chapters 10-12

Discussion outline for Kurtz due April 5, 2007

Unit Seven: The Evolutionary and Cultural Bases of Family Life, part four
Weeks of April 16 & 23, 2007

Readings: Small, *Kids*

First draft of paper due April 17, 2007

Discussion outline for Small due **April 24, 2007** (note alteration of schedule)

Unit Eight: Summary and Conclusions

Week of April 30, 2007

Readings: Parkins and Stone, Part II, Section 1 (pp. 237-328)

Oral presentations this week. **Final draft of research paper due May 1, 2007 at the beginning of class.**

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	ANSW
<input checked="" type="checkbox"/> New Course (Parts II, IV)	College	AAS
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	ANT 351W
<input checked="" type="checkbox"/> Hybrid Course ("S," "W")	*Course Title <small>(30 characters)</small>	Archaeology: Writing Intensive
<input type="checkbox"/> Course Dropped (Part II)	*Program Title	
<input type="checkbox"/> New Program (Part III)	(Major __, Option __; Minor __; or Certificate __)	
<input type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>	
Departmental Committee	8/21/08	Graduate Council*
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
		<u>Date</u>
		NA
		10/16/08
		NA
		NA
		NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 Add new class: ANT 351W Archaeology; Writing Intensive

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 In support of the university's QEP initiative and the development of our majors, we are creating this required writing intensive course. We are dropping our current ANT 350 archaeology course and replacing it with this writing intensive version.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ANT 351W Archaeology; Writing Intensive. (3) A. Prerequisite: ANT 120 or 200. Formerly ANT 350.
A comprehensive introduction to archaeological goals, methods, practice and challenges. Data-based problem solving, critical thinking and writing are integral components of this course. Credit will not be awarded for both ANT 350 and ANT 351W.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ANT	351W	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ANSW
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____ 3	
3	Lecture <u>2.2</u> Laboratory _____ Other _____	Cip Code (first two digits only) 45		
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	ANT 120 or ANT 200
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	Formerly ANT 350
Course Prefix and No.	Credit not allowed with ANT 350 and ANT 351W.
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

ANT 351W: Archaeology; Writing Intensive
Department of Anthropology, Sociology, and Social Work
Spring 2009 (CRN) /3 credit hours/Monday evenings 6-8:45

Dr. Kelli Carmean
Office: 220 Keith Hall
Office Phone: (859) 622-1366
Office Hours: M/W/F 8:15-10, 1:15-4:15, M 1:15-5:45, or by appointment

Catalog Description

ANT 351W Archaeology; Writing Intensive. (3) A. Prerequisite: ANT 120 or 200. Formerly ANT 350. Credit will not be awarded for both ANT 350 and ANT 351W. A comprehensive introduction to archaeological goals, methods, practice and challenges. Data-based problem solving, critical thinking and writing are integral components of this course.

Course Description: This is a Writing Intensive Course

Good writing skills are necessary to demonstrate one's ability to think. As such, this course will provide not only an opportunity to develop critical thinking and problem solving skills, but also to strengthen writing skills. Various assignments entail in-process (i.e., draft) feedback from me, and peer review of drafts, on substantive writing issues such as organization, idea development, accuracy, clarity and tone.

Student Learning Outcomes

- 1) to understand the goals, methods, practice and challenges of archaeology.
- 2) to discover concepts and limitations of archaeological constructs
(e.g., artifact typologies, through a modern wine bottle classification exercise).
- 3) to synthesize disparate realms of knowledge
(e.g., through combining and contrasting changing artifact styles and technologies with an understanding of the cultural evolution of human societies).
- 4) to develop and expand writing and oral presentation skills.

Required Reading

1. Adventures in Fugawiland: A Computer Simulation in Archaeology
T. Douglas Price and Gitte Gebauer, 2002, Mayfield Publishing Co. ISBN 0-7674-2724-6

2. Death by Theory: A Tale of Mystery and Archaeological Theory
Adrian Praetzelis, 2000 AltaMira Press ISBN 0742503593

3. Stealing History: Tomb Raiders, Smugglers, and the Looting of the Ancient World
Roger Atwood, 2006 St. Martin's Press ISBN-13: 978-0312324070 (paperback)

4. Life in the Pueblo: Understanding the Past Through Archaeology
Kathryn Kamp, 1998 Waveland Press ISBN 0-88133-964-4

Grading

- 1) Life in the Pueblo Book Test [available on Blackboard] (10%)
- 2) Fugawiland computer simulation [specific instructions on Blackboard] (10%)
If a high quality first draft is not provided for my comment, 20% will be taken off this assignment grade.
- 3) Two exercises [available on Blackboard] (15% each = 30% total)
If a high quality first draft is not provided for peer evaluation, 20% will be taken off this assignment grade.
- 4) Stealing History Book Test [available on Blackboard] (10%)
- 5) Journal Article Written Summary (10%)
- 6) PowerPoint Presentation of Journal Article (10%)
- 7) Death by Theory in-class quiz (5%)
- 8) Final exam (12%)
- 9) Attendance (3%)

Attendance and Missed/Late Assignment Policy: As an evening course I will take attendance at the start and end of each class. Only serious, documented hospital emergencies will be excused. All late exams or assignments are subject to reduced points, or, if too much time has lapsed, will not be accepted. Please see the Colonel's Compass to find the last day to drop the course.

Other Rules: No laptops or cell phones on desks!

ACADEMIC INTEGRITY STATEMENT

“Students are advised that ECU’s Academic Integrity policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.ecu.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.”

DISABILITY STATEMENT

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disserv@ecu.edu or by telephone at (859) 622-2933 V/TDD. Upon request, this syllabus can be made available in alternate forms.

Instructions for Journal Article Summary and Presentation

Step 1: Choose an article on any topic from anywhere, from any time frame, but it **MUST** come from a major PROFESSIONAL archaeological journal. Our leading national journal is American Antiquity, so you might try there first (EKU gets this journal so it's easy to simply thumb through for an article). Others include Journal of Archaeological Research, Antiquity, Ancient Mesoamerica, Latin American Antiquity, Southeastern Archaeology, Plains Anthropologist, Midcontinental Journal of Archaeology, Journal of Middle Atlantic Archaeology, and Kiva although others may also be acceptable. If EKU does not subscribe to a journal, request an article using Inter-Library Loan (plan ahead!). The article you choose cannot be mere description of some cool site; it must address an issue, present data to address that issue, analyze that data, and present conclusions on the issue based on the data. Please make sure your article meets these criteria. You need to discuss your preferred article with me (actually show me at least the abstract – maybe email me the link to the article to save paper). After I approve it, fill in the sign-up sheet I'll bring to class (first-come first-served).

Step 2: Write a summary of the article. Basic things like location, dates, data, methods, results, and relevance should all be included. What kinds of issues does the author focus on (e.g., adaptation, technology, culture change, social organization)? Your summary should be about 6-7 pages in length (typed, double-spaced). As always, your paper should be neat, systematically organized, written for clarity, and not plagiarized.

Step 3: Prepare a 10 minute PowerPoint presentation summarizing your chosen article. There will be three evenings devoted to presentations, scattered over the semester. I will divide the class into three alphabetical batches which will present on their respective evening. Your peers will help me grade presentations. Written summaries (and the article itself) are due the evening of your presentation.

Article Summary and Presentation Instructions

PowerPoint Presentation Instructions

- a) Timing – STAY ON TIME but don't go under time. I want a FULL 10 minutes (not 5...5 tells me you have not sufficiently engaged the data or complexity of an article).
- b) Provide only necessary detail...get quickly to the main point(s).
- c) Scan appropriate tables, charts and figures. A picture is worth a thousand words.
- d) Check pronunciations well BEFORE your presentation!
- e) Check all spellings. Nothing screams poorly done more than misspellings on a PowerPoint. Also check: Site, sight, cite. Altar, alter. Throne, thrown.
- f) Don't read from PP or from written notes: know the material well enough to simply talk about it – PP is supposed to provide relevant visual support, not be a text crutch.
- g) Don't make background too frilly – it distracts from the content and does not appear

- very professional.
- h) Don't use the bells and whistles!
 - i) Make eye contact with everyone in class, not just me.
 - j) Keep hands at your sides, on podium, or just not flailing around meaninglessly.
 - k) Speak loudly and clearly, and don't say "um."
 - l) Be prepared for questions from the audience, including me.
 - m) Maybe dress up a tiny bit?! Don't slouch around, don't chew gum, don't wear a cap.
 - n) Make an effort to present a professional presentation. It takes practice...
and this is an opportunity to practice. Have pride in your work.

Written Summary Instructions

- a) Provide a FULL citation of your article, up-front, i.e., two lines in a separate section before you begin the summary.
- b) Summary should be clear and concise, i.e., main points presented without getting bogged down in detail.
- c) Your summary should be well-written with care given to clarity, spelling, and organization. Do not write a "blow by blow" of the article: "The author did/said this and then the author did/said that." Rather, read and comprehend the article completely and at a deep level. Your presentation and written summary may need to take on a different organizational structure than the article itself.
- d) Be careful with plagiarism – paraphrase without quoting whenever possible.

Your written work is due at the time of your presentation.

Along with your paper, please provide

- 1) a copy of the article (your working copy is fine) – so I can check for plagiarism as well as make sure you've accurately and sufficiently summarized complex concepts and information from the article.
- 2) a printout of your PowerPoint.

From the Society for American Archaeology (SAA)

"Stewardship, Diverse Pasts, Social Relevance, Ethics and Values, Written and Oral Communication and Basic Archaeological Skills: these issues are at the very core of archaeology as the evolving, dynamic discipline that it is, and must be, in order to understand, interpret, manage, and protect the past."

- **Principle 1: Stewardship** - "We are stewards, not plunderers, of the legacies of ancient people."
- **Principle 2: Diverse Interests** - "We should not only think of "the Past," but recognize that there are many; that they reflect a varied cultural constituency."
- **Principle 3: Social Relevance** - "Lessons from the Past" - "There are legitimate lessons to be learned through archaeological work; that various peoples' cultural identities are intimately related to what these endeavors have to tell us."
- **Principle 4: Ethics and Values** - "As stewards and interpreters of ancient peoples' legacies, fundamental ethics and values must be understood and implemented through practice."
- **Principle 5: Written and Oral Communication Skills** - "Archaeologists, as stewards, interpreters, and often creators of histories of ancient peoples, must develop communication skills-written and oral-for a variety of constituencies ranging from the general public to the professional community of scholars."
- **Principle 6: Basic Archaeological Skills** - "Students of archaeology must also understand the epistemological ramifications of the discipline - how they come to know what they know about ancient peoples' life ways, ranging from understanding the basic skills archaeologists employ in the field to varied ways they understand and interpret what they encounter under the ground."
- **Principle 7: Real World Problem Solving** – "Connect the classroom world and the real world" . . ."Students can be exposed to problem solving through classroom examples and observations of real situations."

Course Outline

<u>Date</u>	<u>Topics Covered and Items Due</u>
Week 1 1-12	Introduction & Goals of Archaeology PowerPoint Mapping & Profiling
Week 2 1-19	MLKing Day – No Classes!
Week 3 1-26	Archaeological Dating Techniques PowerPoint Intro to Fugawiland
Week 4 2-2	Stealing History Test Due (Discussion) In-class Activity on Assemblages: Chronology & Site Type
Week 5 2-9	Fugawiland Essay Draft Due Via Email by 4 pm (Discussion; I model critical thinking and writing feedback for class) Survey & Research Design PowerPoint
Week 6 2-16	Lizard Man Village Test/In-class test portion Due (Discussion) Intro to Stratigraphy Exercise
Week 7 2-23	Batch One Presentations Final Fugawiland Due
Week 8 3-2	Stratigraphy Exercise DRAFT Due (In-class Peer Review of draft) In-class Activity on Debitage, Hypotheses & Statistics
Week 9 3-9	Spring Break
Week 10 3-16	Batch Two Presentations Final Stratigraphy Exercise Due
Week 11 3-23	THE POTTERS OF BUUR HEYBE, SOMALIA Intro to Regional Chronology Exercise
Week 12 3-30	Regional Chronology Exercise Due (Discussion) CRM: Cultural Resource Management
Week 13 4-6	Artifact Classification, an In-class Activity
Week 14 4-13	Batch Three Presentations
Week 15 4-20	Death By Theory book test due Discussion, and Theory in Archaeology PowerPoint
Week 16 4-27	NAGPRA: Native American Graves Protection and Repatriation Act

Final Exam: May 4 @ 6:00 pm



EASTERN KENTUCKY UNIVERSITY

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College of Arts and Sciences
Department of Anthropology,
Sociology, and Social Work
Dr. Elizabeth A. Throop
Chair

Keith 223
521 Lancaster Avenue
Richmond, KY 40475-3102
(859) 622-1644~FAX (859) 622-8176
www.eku.edu

Memorandum

TO: Onda Bennett
Interim Dean of University Programs

FROM: Dr. Liz Throop
Chair, Anthropology, Sociology, and Social Work

DATE: May 2, 2008

RE: Dr. Kelli Carmean's revision of Methods of Archaeology to a Writing Intensive Course

I am writing in support of Dr. Kelli Carmean's revision of ANT 350, Methods of Archaeology (to become ANT 351W) and request that she be permitted to go forward with her work on this course. I agree as well to a cap of 25 for this course (it is the cap as it is). It serves the interests of the program and the department for Dr. Carmean to receive the stipend rather than the course reduction as part of this initiative. We are pleased to be able to support the University's QEP through this course for Anthropology majors.



Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one)	Department Name	ANSW
<input type="checkbox"/> New Course (Parts II, IV)	College	AAS
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (30 characters)	
<input type="checkbox"/> Course Dropped (Part II)	*Program Title	Anthropology
<input type="checkbox"/> New Program (Part III)		(Major __, Option __; Minor __; or Certificate __)
<input checked="" type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>	
Departmental Committee	8/21/08	Graduate Council*
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
		<u>Date</u>
		NA
		10/16/08
		NA
		NA
		NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 Revise program description due to adding and dropping courses.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 The anthropology program is making various curriculum changes, thus the major requirements must also change.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Anthropology (B.A.)

CIP Code: 45.0201

Major Requirements 33 hours

ANT 120, 200, 201, ~~350~~, 351W, 395 and at least one course from each of the following three categories, for a total of 18 hours:
Archaeology: ANT ~~340~~, 341, 355, 357, 360, 439, 470;
Cultural Anthropology: ANT 250, 375, 400, or 330, 333, 391;
Physical Anthropology: ANT 306, 365, 380, or 385;
ANT 490 will be classified where appropriate.

General Education Requirements 48 hours

Standard General Education program. Refer to Section Four of this *Catalog* for details on the General Education and University requirements.

University Requirement 1 hour

ASO 100.

Free Electives 46 hours

Total Curriculum Requirements 128 hours

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input checked="" type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Department Name</td> <td style="width: 50%;">ANSW</td> </tr> <tr> <td>College</td> <td>A&S</td> </tr> <tr> <td>*Course Prefix & Number</td> <td></td> </tr> <tr> <td>*Course Title (30 characters)</td> <td></td> </tr> <tr> <td>*Program Title</td> <td>Archaeology Minor</td> </tr> <tr> <td></td> <td>(Major ____, Option ____, Minor ____, or Certificate ____)</td> </tr> </table> <p>*Provide only the information relevant to the proposal.</p>	Department Name	ANSW	College	A&S	*Course Prefix & Number		*Course Title (30 characters)		*Program Title	Archaeology Minor		(Major ____, Option ____, Minor ____, or Certificate ____)																
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General Education Committee*	NA	Faculty Senate**																											
Teacher Education Committee*	NA	Board of Regents**																											
		Council on Postsecondary Edu.***																											

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)</p> <p>Change catalog description of courses required and/or available for archaeology minor</p> <p>A. 2. Effective date: (Example: Fall 2001)</p> <p>Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>	<p>B. The justification for this action:</p> <p>Two course changes (from ANT 350 to ANT 351W and ANT 340 to ANT 341) required updating Archaeology Minor requirements paperwork.</p> <p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: NA</p> <p>Operating Expenses Impact: NA</p> <p>Equipment/Physical Facility Needs: NA</p> <p>Library Resources: NA</p>
--	---

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
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New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for New, Revised, or Suspended Program

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3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Minor in Archaeology.

A student may minor in Archaeology by taking a minimum of 18 hours as follows: ANT 200, ~~350~~ 351W and twelve hours of upper-division archaeology electives selected from ANT ~~340~~ 341, 355, 357, 360, 439, 470, and 490 (if archaeological topic).

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Art and Design
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Art & Sciences
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	DES 350
<input type="checkbox"/> New Program (Part III)	*Course Title (30 characters)	Design II
<input type="checkbox"/> Program Revision (Part III)	*Program Title	
<input type="checkbox"/> Program Suspended (Part III)	(Major ____, Option ____, Minor ____, or Certificate ____)	
*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>	
Departmental Committee	12/7/2007	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To revise the course description, change the title, course objective and content of DES 350.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
 NA

B. The justification for this action:
 DES 350 is currently titled Design II and the new title will be Typography 1. The current course listings lacked clear sequence and content in Typographical Studies in the field of Graphic Design. Typography 1 will be the corner stone of typographic study.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: No Change

Operating Expenses Impact: No Change

Equipment/Physical Facility Needs: No Change

Library Resources: No Change

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~DES 350 Design II. Typography I (3) II. Prerequisite: DES 250. Corequisite: DES 351. Problem solving in the areas of packaging design, corporate design, advertising design, and illustration. Introduction to the use of letterforms in graphic design and visual culture. Students will research typographic terms and history, and will develop an understanding of visual hierarchy in graphic design. Credit will not be awarded to students who have credit for DES 354.~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
DES	350	Spring 2009	AS X JS BT EM ED PC HS	ARTD
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture _____	Laboratory _____	Other 5 _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	<u>DES 351</u>
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	<u>Credit not allowed with DES 354</u>
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

des350

Course Description

This course is an introduction to the use and of letter forms in graphic design and visual culture. Students will research typographic terms and history, and will develop an understanding of visual hierarchy in graphic design. *3 credits*

Course Objectives

- An understanding of the history of typography
- Typeface recognition
- Page layout and visual hierarchy
- Typographic interpretation
- Respect for classic typefaces as well as contemporary designs

Acquired Skills & Assessment

- Team work
- Research, analysis and organization
- Design development
- Innovative representation of content
- Clear articulation of ideas
- Critique dialogue mastery
- Time management

Materials

- #11 X-acto knife, blades
- pencils (2B, 4B, 6B)
- Sharpie(s)
- metal ruler, at least 18"
- tape, glue stick
- storage devices (portable hard drive)
- sketchbook
- various printing, presentation materials as required

Textbooks

- *The Elements of Typographic Style* by Robert Bringhurst
- *Thinking with Type* by Ellen Lupton (Required)

Suggested URLs

- designobserver.com
- typophile.com
- typographica.org
- aiga.org
- underconsideration.com/speakup/
- nytimes.com
- villagevoice.com
- boston.com
- pitchforkmedia.com

Course Expectations

This course will be conducted as a design studio with the instructor acting as both client and art director. The student designers' responsibility will be to listen to the client's needs, interact with the art director, to produce professional creative solutions and meet all deadlines.

Critique

- Pin-up critiques are informal group discussions which use student exercises, projects, and research as touchstones for exploring issues in design. All students must participate. The point of the informal critique is to look for common themes and problems; examples of successful and unsuccessful solutions will be freely selected from the pin-up wall for discussion. The goal is to generate dialogue rather than to provide evaluations of individual projects.
- Final critiques are more formal discussions that take place in group and individual discussion.

Typography I, TTh 1:00p-3:20p, Spring 2008

Prerequisites: DES 250 (Intro GD)

Christopher Jackson, christopher.jackson@eku.edu

Office: Campbell 324, Tel: 859 622 8899

Hours: MW 1p-3p or by appointment

Attendance

The Art Department's attendance policy is in effect. Its major provision; 15% absences (excused or not) automatically results in an "F". You are required to attend all classes and to be on time. Late arrivals/early departures will count towards absences and more than 2 absences will lower your grade at 1/3-grade increments for each instance. Please make an effort to contact me about circumstances that will affect attendance policy.

Excused absences still count for an absence, however the instructor is required to allow the student to turn in assigned material and/or take any necessary exams. This type of excuse comes with notification from the Provost's office to the individual instructors that the student has taken part in for example, a field trip or extra-curricular activity as authorized by the University.

Unexcused absences are taken at the discretion of the individual student and count towards the overall permissible allotment. It is the student's sole responsibility to make serious decisions about missing class for appointments, vacations, weddings and the like, not associated with classroom activities.

Academic Integrity Policy

"Students are advised that EKU's Academic Integrity Policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku.edu. Questions regarding the policy may be directed to the Office of Academic Integrity."

Academic Honesty Policy

"Eastern Kentucky University faculty and students are bonded by principles of truth and honesty which are recognized as fundamental for a community of scholars. The University expects that students will honor and enforce these principles, which contribute to a foundation upon which a quality education can be built. With this premise the University affirms that it will not tolerate academic dishonesty."

Plagiarism is the act of presenting, ideas, words, or organization of a source (published or not) as if they were one's own, without acknowledgement of the source. Plagiarism also includes presenting material, which was composed or revised by any person other than the student who submits it as well as deliberate falsification of footnotes. The use of the term 'material' refers to work in any form including written, oral or electronic (as in the case of computer files)

Cheating includes buying, stealing or otherwise fraudulently obtaining copies of examinations or assignments for the purpose of improving one's academic standing.

des350

Typography I, TTh 1:00p-3:20p, Spring 2008

Prerequisites: DES 250 (Intro GD)

Christopher Jackson, christopher.jackson@eku.edu

Office: Campbell 324, Tel: 859 622 8899

Hours: MW 1p-3p or by appointment

Please refer to the University Handbook for Students, page 13 for further explanation and details of the Academic Honesty Policy, including repercussions for offenders.

Grading Criteria

Grades will include the following criteria: evaluation of work, both classwork and homework, critique presentations, individual progress and commitment to ones idea as well as the class. A lack of individual commitment will thus reflect negatively in the student's grade. All problems must be completed and presented in the specified formats on the due dates given as indicated on the specification sheet. Unless you are told otherwise, assignments are due at the beginning of class and must be cleanly comped and ready for presentation. All stages of each assignment are expected to be completed on time. Failure to complete and meet periodic deadlines will result in an absence for that day and points deducted from your final grade. Be prompt and prepared. Failure to produce for pin-up discussion equals an absence, thus affecting your final grade. This is your job.

A: an excellent piece of work, beyond a clear understanding of the formal requirements, the student has involved his/her own personal vision. Craft & presentation are flawless.

B: much like an "A", demonstrating an understanding of formal elements, the assignment and a degree of facility. Compositionally however, the piece will not be as sound as expected. Though there are moments of success, the piece lacks precision.

C: is average, a good start, but clearly needs more involvement and commitment. The piece may not show a clear understanding of formal concerns. Presentation is average and needs significant improvement.

Projects count for 70% of your grade. Each project is an equal portion of your final grade. Projects not presented during periodic deadlines will be subject to point deductions in 5 point increments. *In other words, if you have a project that is ultimately graded at 93/100 but did not take part in 2 critiques for that project, your grade will be 83/100.*

A limit of two projects are available for resubmission per class, per semester. However, work that is not available at critique time will not be available for resubmission. Projects will not be accepted after 24 hours.

Quizzes will be given periodically during the semester. All quizzes will be averaged together to complete 10% of the course grade. *Ultimately, you averaged quiz grade will count as one problem grade, giving it great weight in the final equation.*

Exams and/or papers are often given in this course. Typically papers are given in substitute of mid-term and final exams. As designers you must take pride in the written word and your ability to put forth your ideas efficiently and with individual creativity. *Ultimately, multiple exams and/or papers will be averaged together.* Exams and/or papers (10pts)

Critiques, attendance, participation, and enthusiasm are a natural portion of this course and are given considerable consideration at 10% of your final grade. As a developing designer it is imperative that you receive the honest critique and attention of your peers and professor. Understandably you may not be aware of the benefits of critical discussion at this point in your artistic development but a major goal of this course is for you each to develop and thicken skin and learn that critique is about work and business not about personal feelings.

Projects	70%
Quizzes	10%
Exams/Papers	10%
Crits/Attend/Etc	10%
Total	100%

Disability Statement

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with the course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the Office directly either in person on the first floor of the Turley House or by telephone at (859) 622 1500 V/TTY. Upon individual request this syllabus can be made available in alternative forms.

The "3 Rs"

respect, responsibility, rigor

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Art and Design
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Art & Sciences
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	DES 351
<input type="checkbox"/> New Program (Part III)	*Course Title (30 characters)	Design III
<input type="checkbox"/> Program Revision (Part III)	*Program Title	
<input type="checkbox"/> Program Suspended (Part III)	(Major ____, Option ____, Minor ____, or Certificate ____)	
*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>	
Departmental Committee	12/7/07	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs
College Curriculum Committee	9/29/08	Approved x Disapproved 10/16/08
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
To revise the course description, change the title, course objective and content of DES 351.

A. 2. Effective date: (Example: Fall 2001)
Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
NA

B. The justification for this action:
The current graphic design course listings lack clear sequence and content. DES 351 is currently titled Design III and the new title will be Sophomore Studio. Sophomore Studio will incorporate both technical and conceptual development of print production in graphic design.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: No Change

Operating Expenses Impact: No Change

Equipment/Physical Facility Needs: No Change

Library Resources: No Change

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~DES 351 Design III. Sophomore Studio (3) I, II. Prerequisite: DES 250. Corequisite: DES 350. An in-depth study of visual imagery as a communicative and narrative medium using a wide range of both traditional and digital media in black and white and color. An exploration of visual communication issues and applications in graphic design. The relationship of visual form to meaning, type and image relationships will be examined. Credit will not be awarded to students who have credit for DES 251.~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strickethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
DES	351	Spring 2009	AS <input checked="" type="checkbox"/> JS <input type="checkbox"/> BT <input type="checkbox"/> EM <input type="checkbox"/> ED <input type="checkbox"/> PC <input type="checkbox"/> HS <input type="checkbox"/>	ARTD
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture _____	Laboratory _____	Other 5 _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Cip Code (first two digits only)	
			Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____	
			SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	<u>DES 350</u>
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	DES 250
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	Credit not allowed with DES 251
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

DESIGN 351 – Sophomore Studio

Instructor: Ida Kumoji

Office: Campbell 405

Office Hours: T & TH; 8:00am – 10:00 am or by appointment

Email: ida.kumoji@eku.edu

Website: <http://people.eku.edu/kumojii/>

Phone: 859 622 1640

Prerequisite: DES 250; Co-requisite: DES 350

Course Description

An exploration of visual communication issues and applications in graphic design. The relationship of visual form to meaning, type and image relationships will be examined.

Texts

- Stop Stealing Sheep & Find Out How Type Works by Erik Spiekermann and E.M Ginger
- Grids: Creative Solutions for Graphic Design by Lucienne Roberts
- The Grid: A Modular System for the Design and Production of Newspapers, Magazines, and Books by Allen Hurlburt

Materials

- Sketchbooks, pencils, color markers etc for design process
- Storage media = portable hard drive (At least 60 gigs: www.buy.com) and 25 CD-R with cases or Sleeves
- 13 X 19 Itoya = <http://www.dickblick.com/zz150/19/>
- Paper for printing work: matte, semi- gloss or glossy paper, depending on your preference and project. Please check these websites to order paper: www.epson.com, www.hp.com, office max, staples etc.

Note: You are responsible for backing up your work. No deadline will be extended due to loss of work.

Course Objectives

- To integrate computer technology with traditional methods of creative problem solving
- To develop conceptual skills necessary for preparing graphic visual communication.
- To introduce fundamental skills using a Macintosh computer, scanners, printers and networks.
- To develop skills in the use of Adobe Photoshop, Adobe Illustrator, Indesign software, with emphasis on efficient technique, strong design and attention to typography.

- To help students determine how to choose the best combination of software applications to efficiently create graphic design solutions for print and electronic presentation
- To provide design assignments which prepare students for professional graphic design situations.

Learning Objectives and Course Outcomes

- To prepare students for professional graphic design situations.
- To prepare students to choose the best combination of software applications to efficiently create graphic design solutions for print and electronic presentation

Class Schedule/ Projects

1. Design Projects - 75 points
2. Final Project - (15 PTS)
3. Paper - (5PTS)
4. Critiques and Enthusiasm (5 PTS)

Evaluation

Grades are based on:

The quality of finished assignment that is the technique, formal considerations, idea development, thoughtfulness of effort and fulfillment of goals of the assignment.

- Preparedness: Do you have your work-up stages, supplies and use class time wisely.
- Design solutions: Quality of the design solution
- Technical: Use of Photoshop and or Illustrator to create work
- Deadlines: Projects turned in by the due date
- Group and individual critiques of assignments, participation in critiques with verbal Commentary over one's own work as well as classmate's
- Out-of-class assignments
- Consideration of the student's attitude, involvement, improvement.
- Adherence to departmental attendance
- Craftsmanship/ Presentation: Is it sloppy? Thrown together? Lack of pride in your work?
- Attitude: Enthusiastic about the material, respect for the discipline, whiner/ complainer.
- Self Evaluation: How has this material influenced your design work?
- Final semester Grade: Culmination of the above.

Grading Scale: 90-100%=A, 80-89%=B, 70-79%=C, 60-69%=D, <60%=F

- A excellent work that serves as a benchmark for what can be achieved
- B Good work that exceeds the requirements of the assignment
- C Work that is acceptable and fulfills the assignment

- D Work that is of poor quality and/ or does not address the assignment but still deserves a credit.
- F A failing grade: also given for work not handed in by the deadline.

Attendance Policy:

The Art Department's attendance policy is in effect. Its major provision; 15% absences automatically results in an "F". You are *required* to attend all classes and to be on time. Late arrivals/early departures will count towards absences. Two lates equal one absence. Three absences may result in the dropping of half a letter grade; four absences may result in the dropping of one full letter grade; six or more absences (greater than 15% of the semester) are grounds for failure. *Please contact the instructor in case of extenuating circumstances for absences.*

Calling and/or e-mailing the instructor regarding tardiness and absences are professional and polite, but do not excuse the student from their obligations in the classroom.

Lab: NO FOOD OR BEVERAGES ARE ALLOWED IN THE COMPUTER LAB

Please clean up your space after each class time. Printers, Scanners, computers must be treated with respect. Put magazines, catalogs etc away after scanning. Thank you

Cell Phones and Pagers are not to be used for personal matters. Incoming calls may not be accepted nor pages answered during class time. Thank you for your understanding.

Academic Honesty Policy

"Eastern Kentucky University faculty and students are bonded by principles of truth and honesty which are recognized as fundamental for a community of scholars. The University expects that students will honor and enforce these principles, which contribute to a foundation upon which a quality education can be built. With this premise the University affirms that it will not tolerate academic dishonesty."

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Cheating includes buying, stealing or otherwise fraudulently obtaining copies of examinations or assignments for the purpose of improving one's academic standing.

Please refer to the University Handbook for Students, page 13 for further explanation and details of the Academic Honesty Policy, including repercussions for offenders.

Academic Integrity Policy

"Students are advised that EKU's Academic Integrity Policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku Questions regarding the policy may be directed to the Office of Academic Integrity."

Disability Statement

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with the course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in an alternate format.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Art and Design
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Art & Sciences
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	DES 352
<input type="checkbox"/> New Program (Part III)	*Course Title (30 characters)	Software for Graphic Design II
<input type="checkbox"/> Program Revision (Part III)	*Program Title	
<input type="checkbox"/> Program Suspended (Part III)	(Major ____, Option ____, Minor ____, or Certificate ____)	
*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>	
Departmental Committee	12/7/07	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	9/29/08	Council on Academic Affairs
General Education Committee*	NA	Approved x Disapproved 10/16/08
Teacher Education Committee*	NA	Faculty Senate** NA
		Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 | To revise the course description, change the title, course objective and content of DES 352.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
 NA

B. The justification for this action:
 DES 352 is currently Software for Graphic Design II and the new title will be Image Making. The current course listings lack clear sequence and content as it relates to the curriculum in graphic design. Image Making will integrate traditional materials and processes as well as developing technology.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: No Change

Operating Expenses Impact: No Change

Equipment/Physical Facility Needs: No Change

Library Resources: No Change

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~DES 352 Software for Graphic Design II. Image Making (3) II. Formerly DES 252. Prerequisites: DES 250 and 251. DES 350 and DES 351. Co requisite: DES 354. DES 353. The integration of image editing, drawing, and page layout software to produce complex graphic design solutions. An advanced integration of various techniques and materials, both traditional and contemporary, to promote understanding of the importance of imagery within the field of graphic design. Credit will not be awarded to students who have credit for DES 351.~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
DES	352	Spring 2009	AS <input type="checkbox"/> X JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ARTD
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture _____	Laboratory _____	Other <u>5</u>	Cip Code (first two digits only)
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY	
		Thesis _____	Date of data entry _____	
		Internship _____	Data entry person _____	
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	<u>DES 353</u>
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	<u>DES 350 and 351</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

des352

Course Description

Students will incorporate various techniques and materials, both traditional and contemporary, to advance their understanding of the importance of imagery within the field of graphic design. **3 credits**

Course Objectives

- Material and media usage
- Knowledge of vendor
- Develop illustration skills
- Importance of drawing and design
- Alternative techniques and process for creating images

Acquired Skills & Assessment

- Team work
- Research, analysis and organization
- Design development
- Innovative representation of content
- Clear articulation of ideas
- Critique dialogue mastery
- Time management

Materials

- #11 X-acto knife, blades
- pencils (2B, 4B, 6B)
- Sharpie(s)
- metal ruler, at least 18"
- tape, glue stick
- storage devices (portable hard drive)
- sketchbook
- various printing, presentation materials as required

Textbooks

- *Inside the Business of Illustration* by Steven Heller, Marshall Arisman
- others TBD

Suggested URLs

- designobserver.com
- typophile.com
- typographica.org
- aiga.org
- underconsideration.com/speakup/
- nytimes.com
- villagevoice.com
- boston.com
- pitchforkmedia.com

Course Expectations

This course will be conducted as a design studio with the instructor acting as both client and art director. The student designers' responsibility will be to listen to the client's needs, interact with the art director, to produce professional creative solutions and meet all deadlines.

Critique

- Pin-up critiques are informal group discussions which use student exercises, projects, and research as touchstones for exploring issues in design. All students must participate. The point of the informal critique is to look for common themes and problems; examples of successful and unsuccessful solutions will be freely selected from the pin-up wall for discussion. The goal is to generate dialogue rather than to provide evaluations of individual projects.
- Final critiques are more formal discussions that take place in group and individual discussion.

Image Making, TTh 1:00p-3:20p, Fall 2008

Prerequisites: DES 350 (Typ 1), DES 352 (Soph Studio)

Christopher Jackson, christopher.jackson@eku.edu

Office: Campbell 324, Tel: 859 622 8899

Hours: MW 1p-3p or by appointment

Attendance

The Art Department's attendance policy is in effect. Its major provision; 15% absences (excused or not) automatically results in an "F". You are required to attend all classes and to be on time. Late arrivals/early departures will count towards absences and more than 2 absences will lower your grade at 1/3-grade increments for each instance. Please make an effort to contact me about circumstances that will affect attendance policy.

Excused absences still count for an absence, however the instructor is required to allow the student to turn in assigned material and/or take any necessary exams. This type of excuse comes with notification from the Provost's office to the individual instructors that the student has taken part in for example, a field trip or extra-curricular activity as authorized by the University.

Unexcused absences are taken at the discretion of the individual student and count towards the overall permissible allotment. It is the student's sole responsibility to make serious decisions about missing class for appointments, vacations, weddings and the like, not associated with classroom activities.

Academic Integrity Policy

"Students are advised that EKU's Academic Integrity Policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku.edu. Questions regarding the policy may be directed to the Office of Academic Integrity."

Academic Honesty Policy

"Eastern Kentucky University faculty and students are bonded by principles of truth and honesty which are recognized as fundamental for a community of scholars. The University expects that students will honor and enforce these principles, which contribute to a foundation upon which a quality education can be built. With this premise the University affirms that it will not tolerate academic dishonesty."

Plagiarism is the act of presenting, ideas, words, or organization of a source (published or not) as if they were one's own, without acknowledgment of the source. Plagiarism also includes presenting material, which was composed or revised by any person other than the student who submits it as well as deliberate falsification of footnotes. The use of the term 'material' refers to work in any form including written, oral or electronic (as in the case of computer files)

Cheating includes buying, stealing or otherwise fraudulently obtaining copies of examinations or assignments for the purpose of improving one's academic standing.

des352

Image Making, TTh 1:00p-3:20p, Fall 2008

Prerequisites: DES 350 (Typ 1), DES 352 (Soph Studio)

Christopher Jackson, christopher.jackson@eku.edu

Office: Campbell 324, Tel: 859 622 8899

Hours: MW 1p-3p or by appointment

Please refer to the University Handbook for Students, page 13 for further explanation and details of the Academic Honesty Policy, including repercussions for offenders.

Grading Criteria

Grades will include the following criteria: evaluation of work, both classwork and homework, critique presentations, individual progress and commitment to ones idea as well as the class. A lack of individual commitment will thus reflect negatively in the student's grade. All problems must be completed and presented in the specified formats on the due dates given as indicated on the specification sheet. Unless you are told otherwise, assignments are due at the beginning of class and must be cleanly comped and ready for presentation. All stages of each assignment are expected to be completed on time. Failure to complete and meet periodic deadlines will result in an absence for that day and points deducted from your final grade. Be prompt and prepared. Failure to produce for pin-up discussion equals an absence, thus affecting your final grade. This is your job.

A: an excellent piece of work, beyond a clear understanding of the formal requirements, the student has involved his/her own personal vision. Craft & presentation are flawless.

B: much like an "A", demonstrating an understanding of formal elements, the assignment and a degree of facility. Compositionally however, the piece will not be as sound as expected. Though there are moments of success, the piece lacks precision.

C: is average, a good start, but clearly needs more involvement and commitment. The piece may not show a clear understanding of formal concerns. Presentation is average and needs significant improvement.

Projects count for 70% of your grade. Each project is an equal portion of your final grade. Projects not presented during periodic deadlines will be subject to point deductions in 5 point increments. *In other words, if you have a project that is ultimately graded at 93/100 but did not take part in 2 critiques for that project, your grade will be 83/100.*

A limit of two projects are available for resubmission per class, per semester. However, work that is not available at critique time will not be available for resubmission. Projects will not be accepted after 24 hours.

Quizzes will be given periodically during the semester. All quizzes will be averaged together to complete 10% of the course grade. *Ultimately, you averaged quiz grade will count as one problem grade, giving it great weight in the final equation.*

Exams and/or papers are often given in this course. Typically papers are given in substitute of mid-tern and final exams. As designers you must take pride in the written word and your ability to put forth your ideas efficiently and with individual creativity. *Ultimately, multiple exams and/or papers will be averaged together.* Exams and/or papers (10pts)

Critiques, attendance, participation, and enthusiasm are a natural portion of this course and are given considerable consideration at 10% of your final grade. As a developing designer it is imperative that you receive the honest critique and attention of your peers and professor. Understandably you may not be aware of the benefits of critical discussion at this point in your artistic development but a major goal of this course is for you each to develop and thicken skin and learn that critique is about work and business not about personal feelings.

Projects	70%
Quizzes	10%
Exams/Papers	10%
Crits/Attend/Etc	10%
Total	100%

Disability Statement

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with the course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the Office directly either in person on the first floor of the Turley House or by telephone at (859) 622 1500 V/TTY. Upon individual request this syllabus can be made available in alternative forms.

The "3 Rs"

respect, responsibility, rigor

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Art and Design
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Art & Sciences
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	DES 354
<input type="checkbox"/> New Program (Part III)	*Course Title (30 characters)	Typography
<input type="checkbox"/> Program Revision (Part III)	*Program Title	(Major ____, Option ____, Minor ____, or Certificate __)
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	12/7/07	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	9/29/08	Council on Academic Affairs
General Education Committee*	NA	Approved x Disapproved 10/16/08
Teacher Education Committee*	NA	Faculty Senate** NA
		Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
To revise the course description, change the title, course objective and content of DES 354.

A. 2. Effective date: (Example: Fall 2001)
Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
DES 354 is currently Typography and the new title will be Typography II. The current course listings lack clear sequence and content. Typography II is an advanced study of typography as an expressive medium.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: No Change

Operating Expenses Impact: No Change

Equipment/Physical Facility Needs: No Change

Library Resources: No Change

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~DES 354 **Typography. Typography II (3) A.** Formerly DES-254. Prerequisites: DES-250, 254; DES 352 and DES 353; Corequisite: DES-352; DES 451. A study of the design and use of letter forms as it relates to graphic design. Emphasis on practical and aesthetic concerns, hierarchy of information, characteristics and specifications. Historical and contemporary issues will be discussed. Advanced study of typography as an expressive medium. Special attention to multi-page document work, advanced issues of typography in scale as well as its usage in new media and alternative situations. Credit will not be awarded to students who have credit for DES 354~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
DES	354	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ARTD
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture _____	Laboratory _____	Other 5 _____	Cip Code (first two digits only)
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	<u>DES 451</u>
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	<u>DES 352 and 353</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

des354

Course Description

This advanced study will further develop the student designer's understanding of typography as an expressive medium. Special attention will be paid to multi-page document work, advanced issues of typography in scale as well as its usage in new media and alternative situations.

3 credits

Course Objectives

- Multi-page document work • Knowledge of paper availability • Various output options • Knowledge of various printing processes • Typography and new media

Acquired Skills & Assessment

- Team work • Research, analysis and organization • Design development • Innovative representation of content • Clear articulation of ideas • Critique dialogue mastery • Time management

Materials

- #11 X-acto knife, blades • pencils (2B, 4B, 6B) • Sharpie(s) • metal ruler, at least 18" • tape, glue stick • storage devices (portable hard drive) • sketchbook • various printing, presentation materials as required

Textbooks

- *History of Graphic Design* by Philip Meggs (required)
- *Modern Typography* by Robin Kinross (recommended)

Suggested URLs

- designobserver.com • typophile.com • typographica.org
- aiga.org • underconsideration.com/speakup/ • nytimes.com
- villagevoice.com • boston.com • pitchforkmedia.com

Course Expectations

This course will be conducted as a design studio with the instructor acting as both client and art director. The student designers' responsibility will be to listen to the client's needs, interact with the art director, to produce professional creative solutions and meet all deadlines.

Critique

- Pin-up critiques are informal group discussions which use student exercises, projects, and research as touchstones for exploring issues in design. All students must participate. The point of the informal critique is to look for common themes and problems; examples of successful and unsuccessful solutions will be freely selected from the pin-up wall for discussion. The goal is to generate dialogue rather than to provide evaluations of individual projects.
- Final critiques are more formal discussions that take place in group and individual discussion.

Typography 2, TTh 1:00p-3:20p, Spring 2008

Prerequisites: DES 352 (Img Making), DES 353 (Production)

Christopher Jackson, christopher.jackson@eku.edu

Office: Campbell 324, Tel: 859 622 8899

Hours: MW 1p-3p or by appointment

Attendance

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des354

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Prerequisites: DES 352 (Img Making), DES 353 (Production)

Christopher Jackson, christopher.jackson@eku.edu

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Grading Criteria

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Projects	70%
Quizzes	10%
Exams/Papers	10%
Crits/Attend/Etc	10%
Total	100%

Disability Statement

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The "3 Rs"

respect, responsibility, rigor

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Art and Design																								
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Arts and Sciences																								
<input type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number																									
<input type="checkbox"/> New Program (Part III)	*Course Title (30 characters)																									
<input checked="" type="checkbox"/> Program Revision (Part III)	*Program Title	Art (BA)																								
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.																									
<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Proposal Approved by:</td> <td style="width: 30%; text-align: center;"><u>Date</u></td> <td style="width: 40%;"></td> </tr> <tr> <td>Departmental Committee</td> <td style="text-align: center;">5/1/2008</td> <td>Graduate Council* NA</td> </tr> <tr> <td colspan="3" style="text-align: center;"><i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i></td> </tr> <tr> <td>College Curriculum Committee</td> <td style="text-align: center;">9/29/08</td> <td>Council on Academic Affairs 10/16/08</td> </tr> <tr> <td>General Education Committee*</td> <td></td> <td>Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/></td> </tr> <tr> <td>Teacher Education Committee*</td> <td></td> <td>Faculty Senate** </td> </tr> <tr> <td></td> <td></td> <td>Board of Regents** </td> </tr> <tr> <td></td> <td></td> <td>Council on Postsecondary Edu.*** NA</td> </tr> </table>			Proposal Approved by:	<u>Date</u>		Departmental Committee	5/1/2008	Graduate Council* NA	<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>			College Curriculum Committee	9/29/08	Council on Academic Affairs 10/16/08	General Education Committee*		Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	Teacher Education Committee*		Faculty Senate** 			Board of Regents** 			Council on Postsecondary Edu.*** NA
Proposal Approved by:	<u>Date</u>																									
Departmental Committee	5/1/2008	Graduate Council* NA																								
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		Board of Regents** 																								
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<p>*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.</p>																										

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)</p> <p>To increase the number of 'Free Elective' hours and reduce the number of 'Liberal Arts Option' hours and 'Major Requirements' hours within the BA program. To revise the list of ART courses available for BA students to complete under the Liberal Arts Option. To add newly created ARH courses to the list of available courses for said BA option.</p> <p>A. 2. Effective date: (Example: Fall 2001)</p> <p>Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p> <p>NA</p>	<p>B. The justification for this action:</p> <p>Currently the 'Major Requirements' hour total for our BA and BFA degrees are very similar. The first action requested will better distinguish the Liberal Arts Option of our BA program from our BFA program allowing for one degree that provides breadth within fine art and design and one degree that provides depth within fine art and design.</p> <p>We wish to expand upon the number of studio art courses available for students to choose from in the Liberal Arts Option within our BA program so as to offer a fuller (yet still broad in comparison to our BFA program) range of fine arts experiences. Finally, ARH 465 and 498 are new Art History courses that need to be added to the list of available courses under the BA Liberal Arts Option.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact:</p> <p>NA</p> <p>Operating Expenses Impact:</p>	

NA

Equipment/Physical Facility Needs:

NA

Library Resources:

NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strike through~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strike through~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strike through~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strike through~~ for deletions and underlines for additions.)

ART (BA)

CIP Code 50.0702

Major Requirements	69-70 57-73 hours
Studio Foundations	15 hours
ART 100, 101, 152, 153, and 164.	
Art Core	21 hours
ART 210, 220, 230, 240, 270, 280, 562.	
Teacher Education Option	37 hours
ART 460, EDF 103, 203, EPY 319, 413, SED 401, EME 439, ESE 440, 490, and EMS 499.	
Liberal Arts Option	36 21 hours
Additional 15 <u>21</u> hours of art or art history electives limited to the following: ART 300, 301, 312, 313 or <u>314</u> , 321, 322 or <u>323</u> , 331, 332 , 341, 343 , 371, 372 , 381, 382 , 401, <u>ARH 465</u> , 492, 493, 496, 497, 498 , 594, 595.	
Additional 18 hours excluding studio art courses.	
Supporting Course Requirements	9 hours
ARH 390, 391 and three hours <u>of an</u> art history elective.	
General Education Requirements	42 hours
Standard General Education program, excluding blocks IIIA and VII. Refer to Section Four of this <i>Catalog</i> for details on the General Education and University Requirements.	
University Requirement	1 hour
ASO 100	

Free Electives**3-7 19 hours**

Total Curriculum Requirements.....**128 hours**

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Economics</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>ECO 130</u> *Course Title (30 characters) <u>Contemporary Economic Problems</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> September 3, 2008	<u>Date</u> NA
	<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	Graduate Council* <u>NA</u> Council on Academic Affairs _____	
	College Curriculum Committee <u>9/29/08</u> General Education Committee* <u>NA</u> Teacher Education Committee* <u>NA</u>	Approved <input checked="" type="checkbox"/> Disapproved _____ <u>10/16/08</u> Faculty Senate** _____ Board of Regents** _____ Council on Postsecondary Edu.*** _____
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To allow for concurrent enrollment for ECO 130 with ECO 230 or ECO 231 A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: ECO 130 is an issues course, while ECO 230 and ECO 231 are theory courses. Students who are taking ECO 230 or ECO 231, but have no background in economics or little familiarity with the United States can benefit substantially from the real-world relevance of a course like ECO 130. There is very little course content overlap.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None; existing faculty and staff will be used. Operating Expenses Impact: None; existing department institutional support is satisfactory. Equipment/Physical Facility Needs: None; existing facilities will be used. Library Resources: None.	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ECO 130 Contemporary Economic Problems. (3) I, II. Formerly ECO 310. Prerequisite: completion of developmental math requirements. A general education economics course dealing with such contemporary economic problems as unemployment, inflation, national debt, energy, health, pollution, education, crime, poverty, discrimination, and protectionism. Does not count toward the economics major. Students who have completed ~~or are enrolled in~~ ECO 230 or 231 and students who have credit for ECO 310 will not receive credit for ECO 130. Gen. Ed. VB, VC, or VII (SBS).

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ECO	130	Spring 2009	AS <u>xx</u> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ECON
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
			Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
			FOR BANNER USE ONLY	
Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>				
Thesis _____				
Internship _____				
Independent Study _____				
Practicum _____			Date of data entry _____	
			Data entry person _____	

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	MAT 095 or equivalent
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	Formerly ECO 310
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Economics</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>ECO 320</u> *Course Title (30 characters) <u>Research Methods in Economics</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> September 3, 2008	<u>Date</u> NA
	Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	<u>Date</u> September 29, 2008	Graduate Council* <u>NA</u> Council on Academic Affairs _____ Approved <input checked="" type="checkbox"/> Disapproved _____ <u>10/16/08</u> Faculty Senate** _____ Board of Regents** _____ Council on Postsecondary Edu.*** _____
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change the course title, prerequisites, and course description of ECO 320 to more accurately reflect revised course content. A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: ECO 320 and ECO 420 are companion courses, with 320 a prerequisite to 420. Content material that is introduced in ECO 320 is amplified, extended and applied more substantively in ECO 420. Over time ECO 320 has become less focused on statistical methods and more focused on building a more complete set of research methods tools, including a statement of a problem, a review of the literature, and data gathering and analysis for hypothesis testing. Students often carry their ECO 320 research project on into ECO 420, where a full-blown research paper is required.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None; existing faculty and staff will be used. Operating Expenses Impact: None; existing department institutional support is satisfactory. Equipment/Physical Facility Needs: None; existing facilities will be used.	

Library Resources: None.

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

ECO 320 Statistical Research Methods forin Economics I. (3) I. Prerequisite: ECO 220, STA 270, or QMB 200; ~~ECO 230 and ECO 231~~; or departmental approval. ~~Cross listed as STA 320. Business and economic applications of sampling, probability, time series analysis, index numbers, simple linear regression, correlation, the chi-square, analysis of variance, multiple regression and correlation, and non-parametric statistics. Credit will not be awarded to students who have credit for ECO 848 or EPY 843 or QMB 300 or STA 320 or STA 500. Combining economic theory and statistical models in empirical work in economics; the linear statistical model and its extensions, application to production and cost , demand, and economic growth, forecasting, and policy analysis; classical time series analysis.~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ECO	320	Spring 2009	AS <u>xx</u> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	ECON
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
			Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	ECO 220, STA 270, <u>or</u> QMB 200; ECO 230 and ECO 231; <u>or</u> departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	ECO 848 or EPY 843 or QMB 300 or STA 320 or STA 500
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Economics</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>ECO 420</u> *Course Title (30 characters) <u>Advanced Research Methods</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	September 3, 2008	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	September 29, 2008	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** _____
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change the course title and course description of ECO 420 to more accurately reflect revised course content.</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>	
<p>B. The justification for this action:</p> <p>ECO 320 and ECO 420 are companion courses, with 320 a prerequisite to 420. Content material that is introduced in ECO 320 is amplified, extended and applied more substantively in ECO 420. Students often carry their ECO 320 research project on into ECO 420, where a full-blown research paper is required.</p>	
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None; existing faculty and staff will be used.</p> <p>Operating Expenses Impact: None; existing department institutional support is satisfactory.</p> <p>Equipment/Physical Facility Needs: None; existing facilities will be used.</p> <p>Library Resources: None.</p>	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~ECO 420 Econometrics~~ **Advanced Research Methods. (3) II.** Prerequisite: ECO 320 or departmental approval. Use of economic theory and statistics in the formulation, estimation, and testing of economic models. Applications in the analysis of consumer and producer behavior, markets, and macroeconomic relations. Problems of heteroscedasticity, serial correlation, and endogeneity in the linear statistical model; nonlinear models and modern time series analysis. Formulation and execution of empirical research project.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Editorial Change - Curriculum Form
(Present only one curriculum editorial change per form)
(Complete only the section(s) applicable.)

Part I

Department Name	Economics
College	Arts and Sciences
*Course Prefix & Number	ECO 220
*Course Title <u>(30 characters)</u>	Statistical Methods for Economics I
*Program Title	(Major ____, Option ____, Minor ____, or Certificate ____)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on	Date: _____

Completion of A is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)</p> <p>To change the term offerings for ECO 220.</p> <p>A. 2. Effective date: (Example: Fall 2001)</p> <p>Spring 2009</p>
--

Part II. Recording Data for Revised Course

<p>1. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>
<p>New or Revised* Catalog Text</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</p>
<p>ECO 220 Statistical Methods for Economics I. (3) I, II A. Prerequisite: MAT 107. Business and economic applications of frequency distributions, measures of location, variation; probability, sampling, estimation, test of hypothesis, linear regression, index numbers, and time series analysis. Credit will not be awarded to students who have credit for CRJ 400 or EPY 842 or HEA 450 or PSY 301 or QMB 200 or STA 208 or STA 215 or STA 270.</p>

Part III. Recording Data for Revised Program

<p>1. For a revised program, provide (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.</p>
<p>New or Revised* Program</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions.)</p>

Editorial Change - Curriculum Form
(Present only one curriculum editorial change per form)
(Complete only the section(s) applicable.)

Part I

Department Name	Economics
College	Arts and Sciences
*Course Prefix & Number	ECO 300
*Course Title <u>(30 characters)</u>	Managerial Economics
*Program Title	
	(Major ____, Option ____, Minor ____, or Certificate ____,)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on	Date: _____

Completion of A is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)</p> <p>To change Fall, Spring (I, II) to Anytime (A)</p> <p>A. 2. Effective date: (Example: Fall 2001)</p> <p>Spring 2009</p>
--

Part II. Recording Data for Revised Course

<p>1. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>
<p>New or Revised* Catalog Text</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</p>
<p>ECO 300 Managerial Economics. (3) I, II A. Prerequisite: ECO 230. Economic concepts that are directly applicable to business decision making including cost and production, profits, demand and pricing, capital budgeting and investment, and forecasting.</p>

Part III. Recording Data for Revised Program

<p>1. For a revised program, provide (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.</p>
<p>New or Revised* Program</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions.)</p>

Editorial Change - Curriculum Form
(Present only one curriculum editorial change per form)
(Complete only the section(s) applicable.)

Part I

Department Name	Economics
College	Arts and Sciences
*Course Prefix & Number	ECO 324
*Course Title <small>(30 characters)</small>	Money and Banking
*Program Title	
	(Major ____, Option ____, Minor ____, or Certificate ____,)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on	Date: _____

Completion of A is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)</p> <p>To change Fall, Spring (I, II) to Anytime (A)</p> <p>A. 2. Effective date: (Example: Fall 2001)</p> <p>Spring 2009</p>
--

Part II. Recording Data for Revised Course

<p>1. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>
<p>New or Revised* Catalog Text</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</p>
<p>ECO 324 Money and Banking. (3) I, II A. Prerequisite: ECO 231. Functions of money, monetary systems, history of banking, functions of the commercial bank, bank assets and reserves, loans and discounts, bank supervision, the Federal Reserve System, central banking policies, monetary and fiscal policies.</p>

Part III. Recording Data for Revised Program

<p>1. For a revised program, provide (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.</p>
<p>New or Revised* Program</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions.)</p>

Editorial Change - Curriculum Form
(Present only one curriculum editorial change per form)
(Complete only the section(s) applicable.)

Part I

Department Name	Economics
College	Arts and Sciences
*Course Prefix & Number	ECO 370
*Course Title <small>(30 characters)</small>	Health Care Economics
*Program Title	(Major ____, Option ____, Minor ____, or Certificate ____)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on	Date: _____

Completion of A is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change Fall(I) to Spring (II)	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	

Part II. Recording Data for Revised Course

1. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.	
New or Revised* Catalog Text <small>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</small>	
ECO 370 Health Care Economics. (3) I II. Prerequisite: ECO 230 or departmental approval. Introduction to health economics, including the study of the demand for and production of medical care, health care planning, regulation, finance and evaluation.	

Part III. Recording Data for Revised Program

1. For a revised program, provide (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.	
New or Revised* Program <small>(*Use strikeout for deletions and <u>underlines</u> for additions.)</small>	

Editorial Change - Curriculum Form
(Present only one curriculum editorial change per form)
(Complete only the section(s) applicable.)

Part I

Department Name	Economics
College	Arts and Sciences
*Course Prefix & Number	ECO 394
*Course Title <small>(30 characters)</small>	International Economics
*Program Title	(Major ____, Option ____, Minor ____, or Certificate ____)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on	Date: _____

Completion of A is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)</p> <p style="padding-left: 40px;">To change Fall(I) to Anytime (A)</p> <p>A. 2. Effective date: (Example: Fall 2001)</p> <p style="padding-left: 40px;">Spring 2009</p>

Part II. Recording Data for Revised Course

<p>1. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>
<p>New or Revised* Catalog Text</p> <p><small>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</small></p>
<p>ECO 394 International Economics. (3) I- A. Prerequisites: three hours ECO. An introduction to international trade and investment theory emphasizing international business, international trade theory, trade and investment patterns, payments system, balance of payments, international companies, and international issues.</p>

Part III. Recording Data for Revised Program

<p>1. For a revised program, provide (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.</p>
<p>New or Revised* Program</p> <p><small>(*Use strikeout for deletions and <u>underlines</u> for additions.)</small></p>

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Mathematics and Statistics
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	College	Arts and Sciences
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Prefix & Number	STA 215
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Introduction to Statistical Reasoning
<input type="checkbox"/> New Program (Part III)	*Program Title	(Major __, Option __; Minor __; or Certificate __)
<input type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>	
Departmental Committee	August 19, 2008	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	9/29/08	Council on Academic Affairs 10/16/08
General Education Committee*		Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To update the description for STA 215.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 The course description needs to be updated to reflect current practice. The list of courses in the last sentence needs to be updated to reflect changes in other courses at EKU.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact:
 No impact.

Operating Expenses Impact:
 No impact.

Equipment/Physical Facility Needs:
 No change.

Library Resources:
 Existing library resources are adequate.

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

STA 215 Introduction to Statistical Reasoning. (3) I, II. Prerequisite: completion of all University developmental requirements. Introduction to descriptive statistics, normal distributions, linear correlation and regression, sampling, experiments, chance phenomena, one- and two-sample estimation and hypothesis testing, chi-square tests, ~~analysis of variance,~~ and use of statistical ~~software analysis packages.~~ Credit will not be awarded to students who have credit for COR 400 or CRJ 400 or ECO 220 or EPY 842 or HEA 450 or ~~PSY 291 or~~ QMB 200 or STA 270. Gen. Ed. VII (QS).

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
STA	215	Spring 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	MTST
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Cip Code (first two digits only)	
			Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No. _____

Course Prefix and No. _____

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No. COR 400 or CRJ 400 or ECO 220 or EPY 842 or HEA 450 or

Course Prefix and No. PSY 291 or QMB 200 or STA 270

Course Prefix and No. _____

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Mathematics and Statistics</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>STA 270</u> *Course Title (30 characters) <u>Applied Statistics I</u> *Program Title _____ (Major __, Option __; Minor __; or Certificate __) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	August 19, 2008	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	9/29/08	Council on Academic Affairs
General Education Committee*		Approved <input checked="" type="checkbox"/> Disapproved _____
Teacher Education Committee*		Faculty Senate** NA
		Board of Regents** NA
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To update the description for STA 270.</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action:</p> <p>The course description needs to be updated to reflect current practice. The list of courses in the last sentence needs to be updated to reflect changes in other courses at EKU.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: No impact.</p> <p>Operating Expenses Impact: No impact.</p> <p>Equipment/Physical Facility Needs: No change.</p> <p>Library Resources: Existing library resources are adequate.</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

STA 270 Applied Statistics I. (3) I, II. Prerequisite: MAT 107 or a minimum score of 23 on the mathematics portion of the ACT or SAT math score of 550. Measures of central tendency and dispersion, frequency distributions, linear correlation and regression, probability, discrete and continuous distributions, binomial distributions, normal distributions, sampling distributions, point and interval estimates, hypothesis testing, and use of statistical software ~~analysis packages~~. Credit will not be awarded to students who have credit for COR 400 or CRJ 400 or ECO 220 ~~or ECO 848~~ or EPY 842 or HEA 450 or ~~PSY 291 or~~ QMB 200 or STA 215. Gen. Ed. VII (QS).

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
STA	270	Spring 2009	AS <input checked="" type="checkbox"/> JS BT _____ EM _____ ED _____ PC _____ HS _____	MTST
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Cip Code (first two digits only)	
			Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No. _____

Course Prefix and No. _____

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No. COR 400 or CRJ 400 or ECO 220 or ECO 848 or EPY 842 or HEA 450 or

Course Prefix and No. PSY 291 or QMB 200 or STA 215.

Course Prefix and No. _____

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Mathematics and Statistics
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	College	Arts and Sciences
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Prefix & Number	STA 370
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Applied Probability
<input type="checkbox"/> New Program (Part III)	*Program Title	(Major ____, Option ____, Minor ____, or Certificate __)
<input type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	August 19, 2008	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*		Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
To update the description for STA 370 and delete Fall term offering.

A. 2. Effective date: (Example: Fall 2001)
Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
The list of prerequisite courses needs to be updated to reflect changes in other courses at EKU.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact:
No impact.

Operating Expenses Impact:
No impact.

Equipment/Physical Facility Needs:
No change.

Library Resources:
Existing library resources are adequate.

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

STA 370 Applied Probability. (3) I, II. Prerequisites: MAT 224 or 224H or 225 or 225H; and STA 215 or 270 or COR 400 or CRJ 400 or ECO 220 or EPY 842 or HEA 450 or QMB 200; or departmental approval. Intuitive and axiomatic development of probability, set theory, counting techniques, conditional probability, Bayes Theorem, discrete distributions including univariate and bivariate cases, multinomial distributions, Markov Chains, and emphasis on applications.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
STA	370	Spring 2009	AS <input checked="" type="checkbox"/> JS BT _____ EM _____ ED _____ PC _____ HS _____	MTST
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Cip Code (first two digits only)	
			Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No. _____

Course Prefix and No. _____

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____ (MAT 224 or 224H or 225 or 225H) and (STA [215](#) or 270 or [COR 400](#)

Course Prefix and No. _____ [or CRJ 400 or ECO 220 or EPY 842 or HEA 450 or QMB 200](#))

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No. _____

Course Prefix and No. _____

Course Prefix and No. _____

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Mathematics and Statistics
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	College	Arts and Sciences
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Prefix & Number	STA 375
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Sampling Methods
<input type="checkbox"/> New Program (Part III)	*Program Title	(Major ____, Option ____, Minor ____, or Certificate ____)
<input type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>	
Departmental Committee	August 19, 2008	Graduate Council* Date NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/29/08	Council on Academic Affairs Date 10/16/08
General Education Committee*	NA	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> Faculty Senate** Date NA
Teacher Education Committee*		Board of Regents** Date NA
		Council on Postsecondary Edu.*** Date NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To update the description for STA 375.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 The list of prerequisite courses needs to be updated to reflect changes in other courses at EKU.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact:
 No impact.

Operating Expenses Impact:
 No impact.

Equipment/Physical Facility Needs:
 No change.

Library Resources:
 Existing library resources are adequate.

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

STA 375 Sampling Methods. (3) A. Prerequisite: STA 215 or 270 ~~or 370~~ or COR 400 or CRJ 400 or ECO 220 ~~or ECO 848~~ or EPY 842 or HEA 450 or ~~PSY 291~~ or QMB 200. Basic concepts of sampling theory, simple random sampling, stratified random sampling, cluster sampling, systematic sampling, ratio and regression estimation, applications to surveys, and use of statistical ~~utilization of microcomputer statistical~~ software analysis packages. Written and/or oral presentations required.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
STA	375	Spring 2009	AS <input checked="" type="checkbox"/> JS BT _____ EM _____ ED _____ PC _____ HS _____	MTST
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Cip Code (first two digits only)	
			Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	STA 215 or 270 or 370 or <u>COR 400</u> or CRJ 400 or ECO 220 or ECO 848
Course Prefix and No.	or EPY 842 or HEA 450 or PSY 291 or QMB 200
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input checked="" type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Mathematics and Statistics</u> College <u>Arts and Sciences</u> *Course Prefix & Number _____ *Course Title (<u>30 characters</u>) _____ *Program Title Minor in Statistics (Major ____, Option ____; Minor <u>X</u> ; or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by: _____ Date _____ Date _____ Departmental Committee <u>August 19, 2008</u> Graduate Council* <u>NA</u> <i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/> Council on Academic Affairs _____ College Curriculum Committee <u>9/29/08</u> Approved <u>x</u> Disapproved _____ <u>10/16/08</u> General Education Committee* <u>NA</u> Faculty Senate** _____ Teacher Education Committee* <u>NA</u> Board of Regents** _____ Council on Postsecondary Edu.*** <u>NA</u>		
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change the description of the minor in statistics. A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: The change is meant to clarify the courses which count toward the minor.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: No impact. Operating Expenses Impact: No impact. Equipment/Physical Facility Needs: No change. Library Resources: Existing library resources are adequate.	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

A student may minor in statistics by completing 18 hours of mathematical science courses including 12 hours of STA and six hours selected from any additional STA courses (except for 349); ~~z~~-any CSC courses (except for 105, 305, 306, or 349); ~~z~~ or any calculus courses with MAT prefixes, but no more than one course from MAT 124, MAT 124H, MAT 211, and MAT 261.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 112</u> *Course Title <u>(30 characters)</u> <u>Piano I</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9/12/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add text to the course description and clarify corequisites	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: The catalog text requires a co-requisite ensemble course with all applied lessons. The corequisite was not listed in the course description so it had to be manually checked.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 112 Piano I. (1-2) I, II. Corequisite: MUS 225 or 226 or 313; course open to music majors or minors only. One or two lessons per week. May be retaken to a maximum of four hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	112	Spring 2009	AS <input type="checkbox"/> JS <input type="checkbox"/> BT <input type="checkbox"/> EM <input type="checkbox"/> ED <input type="checkbox"/> PC <input type="checkbox"/> HS <input type="checkbox"/>	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
			Restricted to Music major and minors only	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
			Date of data entry _____	
			Data entry person _____	

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	<u>MUS 225 or 226 or 313</u>
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 122</u> *Course Title (<u>30 characters</u>) <u>Voice I</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9/12/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add text to the course description and clarify corequisites	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: The catalog text requires a corequisite ensemble course with all applied lessons. The corequisite was not listed in the course description so it had to be manually checked.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 122 Voice I. (1-2) I, II. Corequisite: MUS 225 or 226; course open to music majors or minors only. One or two lessons per week. May be retaken to a maximum of four hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	122	Spring 2009	AS <input type="checkbox"/> X JS <input type="checkbox"/> BT <input type="checkbox"/> EM <input type="checkbox"/> ED <input type="checkbox"/> PC <input type="checkbox"/> HS <input type="checkbox"/>	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
			Restricted to Music major and minors only	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
Co-Requisites and Prerequisites **See definitions on following page**				
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)				
Course Prefix and No.	<u>MUS 225 or 226</u>			
Course Prefix and No.				
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)				
Course Prefix and No.				
Course Prefix and No.				
Test Scores				
Minimum GPA (when a course grouping or student cumulative GPA is required)				
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)				
Course Prefix and No.				
Test Scores				
Minimum GPA (when a course grouping or student cumulative GPA is required)				
Equivalent Course(s): (credit not allowed with; or formerly:)				
Course Prefix and No.				
Course Prefix and No.				
Course Prefix and No.				

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 212</u> *Course Title <u>(30 characters)</u> <u>Piano II</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9/12/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add text to the course description and clarify corequisites and prerequisites A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: The catalog text requires a corequisite ensemble course with all applied lessons. The corequisite was not listed in the course description so it had to be manually checked.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 212 Piano II. (1-2) I, II. Prerequisite: MUS 112. Corequisite: MUS 225 or 226 or 313; course open to music majors or minors only. One or two lessons per week. May be retaken to a maximum of four hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	212	Spring 2009	AS <input type="checkbox"/> JS <input type="checkbox"/> BT <input type="checkbox"/> EM <input type="checkbox"/> ED <input type="checkbox"/> PC <input type="checkbox"/> HS <input type="checkbox"/>	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
			Restricted to Music major and minors only	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	<u>MUS 225 or 226 or 313</u>
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	<u>MUS 112</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 222</u> *Course Title (<u>30 characters</u>) <u>Voice II</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9/12/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add text to the course description and clarify corequisites and prerequisites A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: The catalog text requires a corequisite ensemble course with all applied lessons. The corequisite was not listed in the course description so it had to be manually checked.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 222 Voice II. (1-2) I, II. Prerequisite: MUS 122. Corequisite: MUS 225 or 226; course open to music majors or minors only. One or two lessons per week. May be retaken to a maximum of four hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	222	Spring 2009	AS <input type="checkbox"/> JS <input type="checkbox"/> BT <input type="checkbox"/> EM <input type="checkbox"/> ED <input type="checkbox"/> PC <input type="checkbox"/> HS <input type="checkbox"/>	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
			Restricted to Music major and minors only	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	<u>MUS 225 or 226</u>
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	<u>MUS 122</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 225</u> *Course Title <u>(30 characters)</u> <u>Concert Choir</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> 9/12/08	<u>Date</u> NA
Departmental Committee	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs	
College Curriculum Committee	<u>Date</u> 9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add a 0 credit option for this course A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: Students are required to participate in large ensembles as part of our accreditation with NASM and part of the music scholarship requirements. The additional 1 credit will sometimes cause students to go over their allowed credits. The 0 credit option allows students to take the course and have it appear on their transcript without adding hours.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 225 Concert Choir (0-1) I, II. Rehearsal and performances of choral literature. Course may be retaken.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	225	Spring 2009	AS X JS BT EM ED PC HS	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
0-1	Lecture Laboratory Other		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
		N (1 credit)	FR JR	
		P (0 credit)	SO SR	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 226</u> *Course Title <u>(30 characters)</u> <u>University Singers</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> 9/12/08	<u>Date</u> NA
Departmental Committee	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs	_____
College Curriculum Committee	<u>Date</u> 9/29/08	Approved <input checked="" type="checkbox"/> Disapproved _____
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
		NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add a 0 credit option for this course and information about auditions.	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: Students are required to participate in large ensembles as part of our accreditation with NASM and part of the music scholarship requirements. The additional 1 credit will sometimes cause students to go over their allowed credits. The 0 credit option allows students to take the course and have it appear on their transcript without adding hours.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 226 University Singers (0-1) I, II. Rehearsal and performances of music for vocal ensemble. Concerts given both on and off campus. Three or more hours rehearsal per week. Course open by audition only. May be retaken to a maximum of four hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	226	Spring 2009	AS X JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
0-1	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
		N (1 credit)	FR _____	JR _____
		P (0 credit)	SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 235</u> *Course Title <u>(30 characters)</u> <u>Orchestra</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> 9/12/08	<u>Date</u> NA
Departmental Committee		Graduate Council*
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs
College Curriculum Committee	<u>Date</u> 9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents** Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add a 0 credit option for this course and information about auditions.	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: Students are required to participate in large ensembles as part of our accreditation with NASM and part of the music scholarship requirements. The additional 1 credit will sometimes cause students to go over their allowed credits. The 0 credit option allows students to take the course and have it appear on their transcript without adding hours.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 235 Orchestra (0-1) I, II. Rehearsal and performances of orchestra literature from all style periods. Concerts given both on and off campus. Three or more hours rehearsal per week. Course open by audition only. May be retaken to a maximum of four hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	235	Spring 2009	AS X JS BT EM ED PC HS	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
0-1	Lecture Laboratory Other		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
		N (1 credit)	FR JR	
		P (0 credit)	SO SR	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Music
<input type="checkbox"/> New Course (Parts II, IV)	College	Arts and Sciences
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	MUS 236
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	String Orchestra
<input type="checkbox"/> New Program (Part III)	*Program Title	
<input type="checkbox"/> Program Revision (Part III)		(Major __, Option __; Minor __; or Certificate __)
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9/12/08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	10/16/08
General Education Committee*	NA	Faculty Senate**	
Teacher Education Committee*	NA	Board of Regents**	
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
To add a 0 credit option for this course and information about auditions.

A. 2. Effective date: (Example: Fall 2001)
Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
NA

B. The justification for this action:
Students are required to participate in large ensembles as part of our accreditation with NASM and part of the music scholarship requirements. The additional 1 credit will sometimes cause students to go over their allowed credits. The 0 credit option allows students to take the course and have it appear on their transcript without adding hours.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: NA

Equipment/Physical Facility Needs:
NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 236 String Orchestra (0-1) I, II. Rehearsal and performances of string orchestra literature from all style periods. Concerts given both on and off campus. Two or more hours of rehearsal per week. Course open by audition only. May be retaken to a maximum of four hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	236	Spring 2009	AS X JS BT EM ED PC HS	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
0-1	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
		N (1 credit)	FR _____	JR _____
		P (0 credit)	SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 250</u> *Course Title <u>(30 characters)</u> <u>Small Ensembles</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> 9/12/08	<u>Date</u> NA
Departmental Committee		Graduate Council*
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Council on Academic Affairs		
College Curriculum Committee	<u>Date</u> 9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> <u>10/16/08</u>
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents** Council on Postsecondary Edu.***
		NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add a 0 credit option for this course and revise catalog text	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: Students are required to participate in small ensembles as part of our accreditation with NASM. The additional half credit will sometimes cause students to go over their allowed credits. The 0 credit option allows students to take the course and have it appear on their transcript without adding hours.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 250 Small Ensembles (0-1/2) I, II. Rehearsal and performance for: various string ~~orchestra~~, brass ~~choir~~, percussion ~~ensemble~~, vocal stage band, and woodwind ensembles~~clarinet choir~~. Course may be retaken.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	250	Spring 2009	AS X JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
0-1/2	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
		N (1/2 credit)	FR _____	JR _____
		P (0 credit)	SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 312</u> *Course Title (<u>30 characters</u>) <u>Piano III</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9/12/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add text to the course description and clarify corequisites and prerequisites A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: The catalog text requires a corequisite ensemble course with all applied lessons. The corequisite was not listed in the course description so it had to be manually checked.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 312 Plano III. (1-4) I, II. Prerequisite: MUS 212 and completion of the sophomore comprehensive in music.
Corequisite: MUS 425 or 426; course open to music majors only. One or two lessons per week. May be retaken to a maximum of eight hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	312	Spring 2009	AS X JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
			Restricted to Music majors only	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	<u>MUS 425 or 426</u>
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	<u>MUS 212</u>
Course Prefix and No.	
Test Scores	Passing Score Sophomore Comprehensive in Music
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 322</u> *Course Title <u>(30 characters)</u> <u>Voice III</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9/12/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add text to the course description and clarify corequisites and prerequisites A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: The catalog text requires a corequisite ensemble course with all applied lessons. The corequisite was not listed in the course description so it had to be manually checked.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 322 Voice III. (1-4) I, II. Prerequisite: MUS 222 and completion of the sophomore comprehensive in music.
Corequisite: MUS 425 or 426; course open to music majors only. One or two lessons per week. May be retaken to a maximum of eight hours.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	322	Spring 2009	AS X JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
			Restricted to Music majors only	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	<u>MUS 425 or 426</u>
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	<u>MUS 222</u>
Course Prefix and No.	

Test Scores Passing Score Sophomore Comprehensive in Music

Minimum GPA (when a course grouping or student cumulative GPA is required)

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 412</u> *Course Title <u>(30 characters)</u> <u>Piano IV</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9/12/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add text to the course description and clarify corequisites and prerequisites A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: The catalog text requires a corequisite ensemble course with all applied lessons. The corequisite was not listed in the course description so it had to be manually checked.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 412 Piano IV. (1-4) I, II. Prerequisite: MUS 312. Corequisite: MUS 425 or 426 or 513; course open to music majors only. One or two lessons per week. May be retaken.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	412	Spring 2009	AS X JS BT EM ED PC HS	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture Laboratory Other		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR JR SO SR	
			Restricted to Music majors only	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	<u>MUS 425 or 426 or 513</u>
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	<u>MUS 312</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 422</u> *Course Title (<u>30 characters</u>) <u>Voice IV</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9/12/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs _____
College Curriculum Committee	9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** _____
Teacher Education Committee*	NA	Board of Regents** _____
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add text to the course description and clarify corequisites and prerequisites A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: The catalog text requires a corequisite ensemble course with all applied lessons. The corequisite was not listed in the course description so it had to be manually checked.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 422 Voice IV. (1-4) I, II. Pre-requisite: MUS 322. One or two lessons per week. May be retaken. Music majors only, corequisite MUS 425 or 426.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	422	Spring 2009	AS X JS BT EM ED PC HS	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture Laboratory Other		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR JR SO SR	
			Restricted to Music majors only	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	<div style="border: 2px solid black; padding: 5px; text-align: center;"> FOR BANNER USE ONLY </div>	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
			Date of data entry _____	
			Data entry person _____	

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	<u>MUS 425 or 426</u>
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	<u>MUS 322</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Music</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>MUS 435</u> *Course Title <u>(30 characters)</u> <u>Orchestra</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> 9/12/08	<u>Date</u> NA
Departmental Committee	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs	
College Curriculum Committee	<u>Date</u> 9/29/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> <u>10/16/08</u>
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add a 0 credit option for this course and information about auditions.	
A. 2. Effective date: (Example: Fall 2001) Spring 2009	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: Students are required to participate in large ensembles as part of our accreditation with NASM and part of the music scholarship requirements. The additional 1 credit will sometimes cause students to go over their allowed credits. The 0 credit option allows students to take the course and have it appear on their transcript without adding hours.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 435 Orchestra (0-1) I, II. Prerequisite: MUS 235. Rehearsal and performances of orchestra literature from all style periods. Concerts given both on and off campus. Three or more hours rehearsal per week. Course open by audition only. May be retaken.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	435	Spring 2009	AS X JS BT EM ED PC HS	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
0-1	Lecture Laboratory Other		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
		N (1 credit)	FR JR	
		P (0 credit)	SO SR	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Music	
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Arts and Sciences	
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	MUS 436	
<input type="checkbox"/> New Program (Part III)	*Course Title (30 characters)	String Orchestra	
<input type="checkbox"/> Program Revision (Part III)	*Program Title		
<input type="checkbox"/> Program Suspended (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
*Provide only the information relevant to the proposal.			

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9/12/08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i>	Yes**** <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
College Curriculum Committee	9/29/08	Council on Academic Affairs	
General Education Committee*	NA	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	10/16/08
Teacher Education Committee*	NA	Faculty Senate**	
		Board of Regents**	
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To add a 0 credit option for this course and information about auditions.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
 NA

B. The justification for this action:
 Students are required to participate in large ensembles as part of our accreditation with NASM and part of the music scholarship requirements. The additional 1 credit will sometimes cause students to go over their allowed credits. The 0 credit option allows students to take the course and have it appear on their transcript without adding hours.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: NA

Equipment/Physical Facility Needs:
 NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MUS 436 String Orchestra (0-1) I, II. Rehearsal and performances of string orchestra literature from all style periods. Concerts given both on and off campus. Two or more hours of rehearsal per week. Course open by audition only. May be retaken.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MUS	436	Spring 2009	AS X JS BT EM ED PC HS	MUSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
0-1	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
		N (1 credit)	FR _____	JR _____
		P (0 credit)	SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			



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TO: Council on Academic Affairs

FROM: Deborah Whitehouse
Dr. Deborah Whitehouse, Associate Dean

SUBJECT: Agenda Items

DATE: October 3, 2008

Please include the attached curriculum proposals onto the agenda for the meeting of the Council on Academic Affairs on October 16, 2008.

Baccalaureate & Graduate Nursing

<u>Course Revision</u>		<u>Effective</u>
NSC252	Revise course title to more accurately reflect course content BSN 1	Fall 2009

College of Health Sciences

<u>Editorial – Informational</u>		<u>Effective</u>
	To correct PSY202 to 200 in catalog CHS 1	Spring 09

Exercise & Sport Science

<u>Course Revision</u>		<u>Effective</u>
ATR201	Revise prerequisite from HEA202 to EMC102 or 110 which was approved as an athletic req. thru curriculum ESS 1-2	Spring 09
HPR190	Revise prefix from HPR to PHE which reflects program Now PHE190 ESS 3-4	Spring 09
HPR390	Revise prefix from HPR to PHE which reflects program Now PHE390 ESS 5-6	Spring 09

Course Dropped

PHE125	Drop Course no longer required ESS 7	Fall 2009
PHE326	Drop Course no longer required ESS 8	Fall 2009
PHE398	Drop Course no longer required ESS 9	Fall 2009
PHE403	Drop Course no longer required ESS 10	Fall 2009

Editorial – Informational

PHE241	Edit term offered and drop prerequisite which no longer is offered ESS 11-12	<u>Effective</u> Fall 2009
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Editorial	Action	From	To	Effective	Page
PHE345	Change Term Offered	↓		Fall 2009	ESS 13
PHE400	Change Term Offered	↓		Fall 2009	ESS 14
PHE433	Change Term Offered	↓		Fall 2009	ESS 15
PHE435	Change Term Offered	A	!	Fall 2009	ESS 16
PHE530	Change Term Offered	↓		Fall 2009	ESS 17
PHE800	Change Term Offered	I	I,	Fall 2009	ESS 18
PHE812	Change Term Offered	↓	A	Fall 2009	ESS 19
PHE821	Change Term Offered	↓		Fall 2009	ESS 20
PHE822	Change Term Offered	⇄	A	Fall 2009	ESS 21
PHE823	Change Term Offered	↓		Fall 2009	ESS 22
PHE825	Change Term Offered	↓,		Fall 2009	ESS 23
PHE835	Change Term Offered	⇄	!	Fall 2009	ESS 24
PHE848	Change Term Offered	↓, A	A	Fall 2009	ESS 25

Family and Consumer Science**Hybrid Course**

CDF327S	Add service learning course designation to CDF327 FCS 1 – 5	<u>Effective</u> Spring 09
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Program Revision

Minor in Family and Consumer Science	Drop CDF244 and add CDF235 to align the minor in Banner with the catalog do to revisions made in courses FCS 6	<u>Effective</u> Spring 09
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General Dietetics

To delete BIO378 as support course and revise totals in program FCS 7 – 8	Spring 2009
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Health Promotion and Administration

Course Revision

MAS324 Decrease course from 8 to 6 hrs.
HPAD-MPM 1- 4

Effective
Spring 2009

New Course

MAS380 Create 2 hr. capstone course
HPAD-MPM 5-8

Spring 2009

Editorial – Informational

MAS323 To edit co-requisites to reflect new course MAS380
Corequisites
HPAD-MPM 9-10

Effective
Spring 2009

MAS360 To edit co-requisites to reflect new course MAS380
Corequisites
HPAD-MPM 10-11

Spring 2009

Program Revision

Medical Assisting Technology
Add MAS380 new capstone course
HPAD-MPM 13

Effective
Spring 2009

Medical Practice Management
Add MAS380 new capstone course
HPAD-MPM 14

Spring 2009

Occupational Therapy

Course Revision

OTS362 revise course description to accurately reflect
Content in the course
OTS 1 - 2

Effective
Spring 2009

OTS478 revise course description to accurately reflect
Content in the course
OTS 3 - 4

Spring 2009

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name College *Course Prefix & Number *Course Title (30 characters) *Program Title (Major ____, Option ____, Minor ____, or Certificate ____)	Baccalaureate & Graduate Nursing Health Science NSC252 Nursing Science Domain _____ _____ *Provide only the information relevant to the proposal.
Proposal Approved by:		
	Date	Date
Departmental Committee	9/5/08	Graduate Council* NA
Is this a SACS Substantive Change? Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs _____
College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs *** Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: To change name of course to Intro to Professional Nursing A. 2. Effective date: Fall 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: To more accurately reflect course content	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a new required course, complete a separate request for the appropriate program revisions.)

New or Revised* Catalog Text	
(*Use strikethrough for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)	
<p>NSC 252 Nursing Science Domain. Intro to Professional Nursing (3) I, II. Prerequisite: sophomore standing and minimum 2.5 cumulative GPA requirement or department approval. Nursing science foundation using selected concepts and constructs. Emphasis on past and current knowledge in the formulation of nursing as a basic and applied science. Application of epidemiology to nursing practice.</p>	

Editorial Change - Curriculum Form

Part I

Department Name	HEALTH SCIENCES LEARNING RESOURCE CENTER		
College	College of Health Science		
*Course Prefix & Number	_____		
*Course Title (<u>30 characters</u>)	_____		
*Program Title	Pre Professional Programs		
	(Major ____, Option ____; Minor ____; or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
	CCC		9/17/08

Completion of A is required: (Please be specific, but concise.)

A. 1. Specific action requested: Edit Catalog from PSY202 to PSY200 course number previously changed Through CAA

A. 2. Effective date: Spring 2009

Part III. Recording Data for Revised Program

1. For a revised program, provide (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.

New or Revised* Program
 (*Use ~~strikeout~~ for deletions and underlines for additions.)

**HEALTH SCIENCES LEARNING
 RESOURCE CENTER
Director
Dr. Patsy Daugherty
(859) 622-2091
Rowlett 310**

At the time of advisement, students who are interested in a specific allied health program should provide a copy of the admission requirements of the program to which they desire admission.

Supporting courses for admission to a dental hygiene program may include but not be limited to the following:

ENG 101, 102, BIO 171, 273, 301, PSY ~~202~~ 200, CMS 100, NFA 201, MAT 107, SOC 131, and 3 hours in history, humanities or language.

It is **necessary** that students know the admission requirements specific to the professional program of their choice. Students are responsible for communicating to the advisor their career goals and choice of professional program.

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Exercise & Sport Science</u> College <u>College of Health Science</u> *Course Prefix & Number <u>ATR 201</u> *Course Title (<u>30 characters</u>) <u>Practicum I</u> *Program Title _____ (Major __, Option __; Minor __; or Certificate __) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	Date <u>8/19/08</u>	
		Date NA
Departmental Committee		
<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
	Date <u>9/17/08</u>	
		Date <u>10/16/08</u>
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: Drop Prerequisite of HEA202 and add Prerequisite of EMC102 or EMC 110

A. 2. Effective date: Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action: Revise prerequisite from HEA202 to EMC 102 or 110 which was approved as an athletic training requirement through last years curriculum

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

New or Revised* Catalog Text (*Use strike through for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
<p>ATR 201 Practicum I. (3) I. Prerequisite: PHE 212 and HEA-202 <u>EMC 102 or EMC 110</u>. Corequisite: ATR 211. This first practicum course provides the student with clinical skill based opportunities within a variety of athletic training settings. Classroom and laboratory sessions are designed to introduce the learner to specific educational competencies and clinical proficiencies. The proficiencies will be practiced and assessed to given specific standards of achievement and linked to courses previously taken.</p>

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
ATR	201	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS X _____	ESSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	Cip Code (first two digits only) 51
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	ATR 211
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	PHE 212 and HEA 202 <u>EMC102 or EMC 110</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Exercise & Sport Science</u> College <u>College of Health Science</u> *Course Prefix & Number <u>HPR 190</u> *Course Title (<u>30 characters</u>) <u>Wellness Experience: _____.</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by: _____ Date _____		
Departmental Committee <u>8/19/08</u> <i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Graduate Council* <u>NA</u> Council on Academic Affairs _____	Date _____ <u>10/16/08</u>
College Curriculum Committee <u>9/17/08</u> General Education Committee* <u>NA</u> Teacher Education Committee* <u>NA</u>	Approved <input checked="" type="checkbox"/> Disapproved _____ Faculty Senate** <u>NA</u> Board of Regents** <u>NA</u> Council on Postsecondary Edu.*** <u>NA</u>	
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: Change prefix from HPR to PHE A. 2. Effective date: Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: Change prefix from HPR to PHE which reflects program	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

	New or Revised* Catalog Text (*Use strickthrough for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
<u>PHE HPR 190 Wellness Experience: _____.</u> (1-2) I, II. <u>Formerly HPR190</u> Wellness activities of current interest and/or need for students. May be retaken to a maximum of six hours, if subtitles are different. Credit will not be awarded to students who have credit for HPR 190. <u>Credit will not be awarded to students who have received credit for HPR 190.</u>	

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
PHE HPR	190	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS X _____	ESSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
		Cip Code (first two digits only) 13		
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	<u>Formerly HPR190</u>
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Exercise & Sport Science</u> College <u>College of Health Science</u> *Course Prefix & Number HPR 390 *Course Title (30 characters) Lifetime Activity Series: _____. *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.																	
Proposal Approved by:		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 50%; text-align: center;"><u>Date</u></th> </tr> </thead> <tbody> <tr> <td>Departmental Committee</td> <td style="text-align: center;">8/19/08</td> </tr> <tr> <td>Graduate Council*</td> <td style="text-align: center;">NA</td> </tr> <tr> <td>Council on Academic Affairs</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Approved x Disapproved</td> <td style="text-align: center;">10/16/08</td> </tr> <tr> <td>Faculty Senate**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td>Board of Regents**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td>Council on Postsecondary Edu.***</td> <td style="text-align: center;">NA</td> </tr> </tbody> </table>		<u>Date</u>	Departmental Committee	8/19/08	Graduate Council*	NA	Council on Academic Affairs	_____	Approved x Disapproved	10/16/08	Faculty Senate**	NA	Board of Regents**	NA	Council on Postsecondary Edu.***	NA
	<u>Date</u>																	
Departmental Committee	8/19/08																	
Graduate Council*	NA																	
Council on Academic Affairs	_____																	
Approved x Disapproved	10/16/08																	
Faculty Senate**	NA																	
Board of Regents**	NA																	
Council on Postsecondary Edu.***	NA																	
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>																		
College Curriculum Committee <u>9/17/08</u> General Education Committee* <u>NA</u> Teacher Education Committee* <u>NA</u>																		
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.																		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: Change prefix from HPR to PHE A. 2. Effective date: Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: Change prefix from HPR to PHE which reflects program	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

New or Revised* Catalog Text (*Use strike through for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.) <u>PHE HPR-390 Lifetime Activity Series: _____.</u> (1/2-2) I, II. <u>Formerly HPR390.</u> A series of activities suitable for participation throughout life. Includes rules, skills, techniques, and strategies. May be retaken to a maximum of four hours toward graduation requirements. <u>Credit will not be awarded to students who have received credit for HPR 390.</u>
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Part IV. Recording Data for New or Revised Course

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
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<u>PHE HPR</u>	390	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS X _____	ESSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No. _____

Course Prefix and No. _____

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No. _____

Formerly HPR390

Course Prefix and No. _____

Course Prefix and No. _____

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Exercise and Sport Science <hr/> College Health Science <hr/> *Course Prefix & Number PHE125 <hr/> *Course Title (30 characters) Introduction to Physical Education. <hr/> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) <hr/> *Provide only the information relevant to the proposal.
---	---

Proposal Approved by:	Date		Date
Departmental Committee	8/19/08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	_____
College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required:

A. 1. Specific action requested: Drop course A. 2. Effective date: Fall 2009 A. 3. Effective date of suspended programs for currently enrolled students:
B. The justification for this action: No longer required in program
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

New or Revised* Catalog Text (*Use strikethrough for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
PHE 125 Introduction to Physical Education. (1) I, II. Introduction to the profession; exposure to professional standards of leadership, service, and scholarship; and assessment of skills and proficiencies necessary for professional advancement.

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Exercise and Sport Science <hr/> College Health Science <hr/> *Course Prefix & Number PHE 326 <hr/> *Course Title (30 characters) History and Philosophy of Physical Education <hr/> *Program Title _____ (Major __, Option __; Minor __; or Certificate __) <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	8/19/08	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required:

A. 1. Specific action requested: Drop Course A. 2. Effective date: Fall 2009 A. 3. Effective date of suspended programs for currently enrolled students:	
B. The justification for this action: No longer taught in program	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

	New or Revised* Catalog Text (*Use strickethrough for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
PHE 326 History and Philosophy of Physical Education. (2) I, II. Physical education from an historical perspective and philosophies of well-known physical educators with implications for the individual and society.	

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Exercise and Sport Science <hr/> College Health Science <hr/> *Course Prefix & Number PHE 398 <hr/> *Course Title (30 characters) Practicum in Athletic Training <hr/> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	8/19/08	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/17/08	Council on Academic Affairs Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required:

A. 1. Specific action requested: Drop Course A. 2. Effective date: Fall 2009 A. 3. Effective date of suspended programs for currently enrolled students:	
B. The justification for this action: Drop Course no longer taught	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

	New or Revised* Catalog Text (*Use str for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
PHE 398 Practicum in Athletic Training. (1-6) A. Supervised athletic training in a school, university, or clinic setting. May be retaken to a maximum of six hours.	

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Exercise and Sport Science <hr/> College Health Science <hr/> *Course Prefix & Number PHE 403 <hr/> *Course Title (30 characters) Therapeutic Modalities for Athletic Training <hr/> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	Date	Date
Departmental Committee	8/19/08	Graduate Council*
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs
College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
		NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required:

A. 1. Specific action requested: Drop Course A. 2. Effective date: Fall 2009 A. 3. Effective date of suspended programs for currently enrolled students:	
B. The justification for this action: Drop Course no longer taught	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

New or Revised* Catalog Text (*Use strikethrough for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
PHE 403 Therapeutic Modalities for Athletic Training. (3) I, II. Prerequisites: BIO 171, 301, PHE 312, and 401. Study and practice related to the physiological effects of heat and cold; the therapeutic indications and contraindications of such modalities as heat, cold, electricity, ultrasound, and water.

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE241		
*Course Title <small>(30 characters)</small>	Swimming and Water Safety		
*Program Title	_____ (Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
CCC		9/17/08	

Completion of A is required:

A. 1. Specific action requested: Edit terms for catalog and banner, remove prerequisite since course was dropped through CAA and no longer offered. Edit terms to correct offerings in Banner and *Catalog*.

A. 2. Effective date: Fall 2009

Part II. Recording Data for Revised Course

New or Revised* Catalog Text <small>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</small>
PHE 241 Swimming and Water Safety. (1) <u>A, I, II.</u> Prerequisite: HPR 282. Beginning Swimming or instructor approval. Develop swimming skills and endurance to intermediate level; study of fundamental mechanical principles; basic safety skills; ability to conduct a variety of aquatic activities.

Part IV. Recording Data for a Revised Course (Record only **changed** course information.) ***Required**

Course prefix* (3 letters) PHE	Course Number* (3 Digits) 241	Effective Term* (Example: Fall 2001) Fall 2009	College/Division: AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS X _____	Dept. (4 letters)* ESSC
Credit Hrs.	Weekly Contact Hrs. Lecture _____ Laboratory _____ Other _____		Repeatable Maximum No. of Hrs. _____	
Schedule Type** (List all applicable)	Work Load (for each schedule type)	Grading Mode**	Cip Code (first two digits only)	
			Class Restriction, if any: (undergraduate only) FR _____ SO _____ JR _____ SR _____	
			Major Restrictions, if any: FR _____ SO _____ JR _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	<p>FOR BANNER USE ONLY</p> <p>Date of data entry _____</p> <p>Data entry person _____</p>	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	Prerequisite: HPR 282
Course Prefix and No.	

Test Scores

Minimum GPA (when a course grouping or student cumulative GPA is required)	
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Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE345		
*Course Title (30 characters)	Dance Choreography		
*Program Title	_____		
	(Major ____, Option ____, Minor ____, or Certificate ____,)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
	CCC		9/17/08

Completion of A is required:

A. 1. Specific action requested:	Edit terms to correct offerings in banner and catalog
A. 2. Effective date:	Fall 2009

Part II. Recording Data for Revised Course

1. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.	
	New or Revised* Catalog Text (*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
	PHE 345 Dance Choreography. (2) I. <u>II.</u> Basics of dance choreography, applicable to entertainment and art forms of dance.

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE400		
*Course Title (30 characters)	Organization of Recreational Sport Activities		
*Program Title			
	(Major ____, Option ____, Minor ____, or Certificate ____,)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on	Date:		
	CCC	9/17/08	

Completion of A is required:

<p>A. 1. Specific action requested: Edit terms to correct offerings in banner and catalog</p> <p>A. 2. Effective date: Fall 2009</p>

Part II. Recording Data for Revised Course

<p>2. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>
<p>New or Revised* Catalog Text</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</p>
<p>PHE 400 Organization of Recreational Sport Activities. (3) I II. Theoretical and practical study of intramural recreational sports programming in institutional, agency, and private setting. Laboratory hours assigned. 2 Lec/2 Lab</p>

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE433		
*Course Title <small>(30 characters)</small>	Adult Physical Fitness Programs		
*Program Title	_____ (Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
	CCC		9/17/08

Completion of A is required:

A. 1. Specific action requested: Edit terms to correct offerings in banner and catalog
A. 2. Effective date: Fall 2009

Part II. Recording Data for Revised Course

For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.
<div style="text-align: center;">New or Revised* Catalog Text</div> (*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.) PHE 433 Adult Physical Fitness Programs. (3) <u>I. II.</u> Prerequisites: BIO 171, 301, PHE 325 and junior standing. Practice and study of exercise programs meeting the guidelines of the American College of Sports Medicine (ACSM) for improving body composition and cardiovascular-respiratory function in adults.

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE435		
*Course Title <small>(30 characters)</small>	Group Fitness Instruction		
*Program Title	_____ (Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
	CCC		9/17/08

Completion of A is required:

A. 1. Specific action requested:	Edit terms to correct offerings in banner and catalog
A. 2. Effective date:	Fall 2009

Part II. Recording Data for Revised Course

<p>For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>	<p style="text-align: center;">New or Revised* Catalog Text</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</p> <p>PHE 435 Group Fitness Instruction. (3) <u>I. A.</u> Prerequisites: PHE 320 and 325. A methods course for teaching aerobic dance-exercise. Students will learn movement and rhythmic fundamentals, effective teaching methods, how to develop appropriate and creative choreography, injury prevention, marketing techniques, and legal issues involved in starting and running a group exercise class</p>
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Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE530		
*Course Title (30 characters)	Sports Information Programs		
*Program Title			
	(Major ____, Option ____, Minor ____, or Certificate ____,)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
	CCC		9/17/08

Completion of A is required:

A. 1. Specific action requested:	Edit terms to correct offerings in banner and catalog
A. 2. Effective date:	Fall 2009

Part II. Recording Data for Revised Course

For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.	
	New or Revised* Catalog Text
	(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
	PHE 530 Sports Information Programs (3) I , <u>II</u> . Study of the role and function of the sports information director. Includes public relations techniques applied to sports information; press releases, publication programs, office and staff organization, time utilizations, news media, and formats

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE800		
*Course Title (30 characters)	Research Methods in Health/ Physical Education/ Recreation		
*Program Title	_____ (Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on	Date:		
	CCC	9/17/08	

Completion of A is required:

<p>A. 1. Specific action requested:</p> <p>A. 2. Effective date:</p>	<p>Edit terms to correct offerings in banner and catalog</p> <p>Fall 2009</p>
---	--

Part II. Recording Data for Revised Course

3.	For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.
<p>New or Revised* Catalog Text</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</p>	
<p>PHE 800 Research Methods in Health/ Physical Education/ Recreation. (3) <u>I., II.</u> Cross listed with EHS 800. Application of research methods to health/physical education/recreation with emphasis on consumption of research, methods of research, and tools and instrumentation for research in health/ physical education/recreation. Credit will not be awarded to students who have credit for EHS 800.</p>	

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE812		
*Course Title <small>(30 characters)</small>	Lifetime Fitness and Wellness		
*Program Title	_____		
	(Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on	Date:		
	CCC	9/17/08	

Completion of A is required:

<p>A. 1. Specific action requested: Edit terms to correct offerings in banner.</p> <p>A. 2. Effective date: Fall 2009</p>
--

Part II. Recording Data for Revised Course

For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.
<p style="text-align: center;">New or Revised* Catalog Text</p> <p><small>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</small></p> <p>PHE 812 Lifetime Fitness and Wellness. (3) A. Philosophical and factual basis for lifetime fitness for professional fitness leaders. Problem-solving and decision-making approaches to establish creative and effective programs.</p>

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science
College	Health Science
*Course Prefix & Number	PHE821
*Course Title (30 characters)	Physiological Bases of Physical Fitness
*Program Title	
	(Major ____, Option ____, Minor ____, or Certificate ____,)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on	Date:
CCC	9/17/08

Completion of A is required:

- A. 1. **Specific action requested:** Edit terms to correct offerings in banner and catalog
- A. 2. **Effective date:** Fall 2009

Part II. Recording Data for Revised Course

For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.

New or Revised* Catalog Text

(*Use ~~strikeout~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

PHE 821 Physiological Bases of Physical Fitness. (3) I. II. Effects of chronic exercise on neuromuscular, cardiovascular, respiratory, and metabolic function.

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE822		
*Course Title <small>(30 characters)</small>	Sociology of Sport		
*Program Title	_____ (Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
CCC		9/17/08	

Completion of A is required:

<p>A. 1. Specific action requested:</p> <p>A. 2. Effective date:</p>	<p>Edit terms to correct offerings in banner and catalog</p> <p>Fall 2009</p>
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Part II. Recording Data for Revised Course

<p>For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>
<p style="text-align: center;">New or Revised* Catalog Text</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</p> <p>PHE 822 Sociology of Sport. (3) A. <u>A.</u> Meaning of sport in contemporary societies; relationship of selected social factors on development of social groups and attitudes in varying levels of sport; structure and function of sport in simple and complex social institutions.</p>

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE823		
*Course Title <small>(30 characters)</small>	Sport and Exercise Psychology		
*Program Title	 (Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
	CCC		9/17/08

Completion of A is required:

A. 1. Specific action requested:	Edit terms to correct offerings in banner and catalog
A. 2. Effective date:	Fall 2009

Part II. Recording Data for Revised Course

For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.	
New or Revised* Catalog Text	
(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)	
PHE 823 Sport and Exercise Psychology. (3) <u>I. II.</u> Scientific study of people and their behavior in sport and exercise contexts and the practical applications of that knowledge	

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE825		
*Course Title <small>(30 characters)</small>	Policy and Governance of Sport		
*Program Title	_____ (Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on	Date:		
	CCC	9/17/08	

Completion of A is required:

<p>A. 1. Specific action requested:</p> <p>A. 2. Effective date: Fall 2009</p>	<p>Edit terms to correct offerings in banner and catalog</p>
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Part II. Recording Data for Revised Course

<p>For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>	<p style="text-align: center;">New or Revised* Catalog Text</p> <p><small>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</small></p> <p>PHE 825 Policy and Governance of Sport. (3) I, II. An in-depth study of major sport governing agencies including organizational structure, constitutions, policies, procedures, and membership requirements of sport agencies at the state, national, and international levels.</p>
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Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE835		
*Course Title <small>(30 characters)</small>	Legal Issues in Sport		
*Program Title	_____		
	(Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on	Date:		
	CCC	9/17/08	

Completion of A is required:

<p>A. 1. Specific action requested:</p> <p>A. 2. Effective date:</p>	<p>Fall 2009</p>
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Part II. Recording Data for Revised Course

<p>For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.</p>
<p style="text-align: center;">New or Revised* Catalog Text</p> <p>(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</p> <p>PHE 835 Legal Issues in Sport. (3) <u>I. II.</u> Principles and concepts of sport in contemporary society with primary emphasis on legal issues that relate to amateur sport.</p>

Editorial Change - Curriculum Form

Part I

Department Name	Exercise and Sport Science		
College	Health Science		
*Course Prefix & Number	PHE848		
*Course Title (30 characters)	History and Philosophy of Physical Education and Sport		
*Program Title	_____ (Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on		Date:	
	CCC		9/17/08

Completion of A is required:

A. 1. Specific action requested:	Edit terms to correct offerings in banner and catalog
A. 2. Effective date:	Fall 2009

Part II. Recording Data for Revised Course

For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.	
New or Revised* Catalog Text	
(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)	
PHE 848 History and Philosophy of Physical Education and Sport. (3) A. A study of organized physical activity of people in significant cultural epochs in history and the underlying philosophy that influenced these activities	

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input checked="" type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name College *Course Prefix & Number *Course Title (30 characters) *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____)	Family & Consumer Science Health Science CDF327 Family Involvement with Young Children _____ _____ _____ _____
*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	3/21/08	Graduate Council*	NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	_____
College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: To add a service learning course designation to CDF327</p> <p>A. 2. Effective date: Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action: While CDF327 is an existing course required for students majoring in Child and Family Studies, IECE Special education, and Elementary Education, in the fall 2007 it was selected to participate in the QEP Service-learning project. (Service learning courses have a minimum of 15 outside service hours). To receive the "S" designation, proposing the existing courses as a new course was mandated.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: NA</p> <p>Operating Expenses Impact: NA</p> <p>Equipment/Physical Facility Needs: NA</p> <p>Library Resources: NA</p>

Part II. Recording Data for New, Revised, or Dropped Course

New or Revised* Catalog Text (*Use strickthrough for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
<p>CDF 327S Family Involvement with Young Children. (3) I, II. Prerequisites: CDF 235, 236, and 246 or CDF 345 or department approval. Study of effective relationships with families. Methods and materials useful in fostering family life education, including adult learning principles. Experiences include implementing family service plans, planning discussion groups, conducting home visits, and parent-teacher conferences. Includes 15 service learning hours.</p>

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
CDF	327S	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS X _____	FCSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture <u>X</u>	Laboratory _____ Other _____	Cip Code (first two digits only) 19	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1		N	FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	CDF 235 236, and 246 or CDF 345 or department approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

CDF 327S
Family Involvement with Young Children
Department of Family and Consumer Sciences
College of Health Science
Eastern Kentucky University

INSTRUCTOR

Dana Keller Bush
Phone: 859-622-1386
Fax: 859-622-1163
Mailbox: 102 Burrier
Dana.Bush@eku.edu

Office: 107 Burrier
Office Hours: Mon & Wed
9-11

COURSE DESCRIPTION

CDF 327S Family Involvement with Young Children. (3) I, II. Prerequisites: CDF 235 236, and 246 or CDF 345 or department approval. Study of effective relationships with families. Methods and materials useful in fostering family life education, including adult learning principles. Experiences include implementing family service plans, planning discussion groups, conducting home visits, and parent-teacher conferences. Includes 15 service learning hours.

REQUIRED TEXTS

- Hamner, T.J. & Turner, P.H. (2001). Parenting in Contemporary Society (4th Ed.) Boston, MA: Allyn & Bacon.
- Allen, K.E., & Marotz, L.R. (2003). Developmental Profiles: Pre-birth through Twelve (4th Ed.,) Albany, NY: Delmar.
- Other readings posted on E-Reserve or Bb and documents available on KDE Early Childhood website will be used.

Student Learning Outcomes

Following the successful completion of course requirements, the student will be able to:

- Articulate a rationale for family involvement in the early care and educations of young children,
- Prepare, plan, implement, and evaluate a family involvement service plan reflective of diverse families in a variety of early childhood programs,
- Utilize positive communication strategies in working with young children and their families,
- Incorporate appropriate community resources as required for individual family situations, and
- Describe family involvement programs that promote positive home-school relationships.
- Develop critical thinking skills in relation to organized service activity as it meets the needs of the community, and
- Develop an enhanced sense of civic responsibility

Early Childhood Professional Development: Creating a Framework for Kentucky Core Content

- Subject Area: ***Family and Community Partnerships*** – Understanding the roles that family members and others play in children's lives is vital for early childhood educators.

COURSE REQUIREMENTS

Home Visit Project (10-15 service learning hours)

Conduct a minimum of six home visits with your family. Get to know your family, especially the young child. Find out their strengths, areas of concern, and interests so you can implement a project that will enhance your family and especially the young child's well being. Based on your findings, you will write a Family Service Plan. Your project is to facilitate your family's self-sufficiency, rather than dependency on you. Your completed project should have the following sections: 1) Log of your visits; 2) Family Service Plan with completed Family Information Sheet attached; 3) KTIP IECE lesson plans for each of your visits, along with activity information sheet for parents; and 4) Evaluation of your Home Visit Project and the process of conducting home visits.

For the *Evaluation* section – First, begin with a narrative explanation of how you chose your project topic and determined your goal(s) for your family. Next, reflect on your journey during the semester by assessing your competency level and the process of conducting home visits. What did you know at the beginning of the semester about home visiting? How did you feel about doing home visits at the beginning, middle, and end of your visits? How would you rate yourself if you were hired as a home visitor after this semester? What are the pros and cons of home visits that you have discovered as an avenue for promoting home-school relationships? What have you learned about the young child and his/her family within the home context? What information have you learned through your home visits that might be helpful for the young child’s teacher?

For your *sharing*- First provide a brief synopsis of your family, your goals and what you did with your family; then discuss your outcome (i.e., whether your goals were met or not) and provide an explanation of why you achieved your outcome.

NOTE: A rubric will be available on Bb before the due date. Sharing your home visit project to your classmates is worth 5% of your grade.

Family Education Topic (5 service learning hours)

Your group will conduct research and gather materials on a family education topic. A list of topics will be provided by the instructor for your group to choose. Prepare a family-friendly summary of your research, which you will use as a springboard to lead a family discussion. Be sure to cite your sources and attach any other materials that will be useful for your classmates. Keep adult learning principles in mind as you prepare your family education topic materials. After the presentation, evaluate the effectiveness as well as any refinement your group will make if it were to do this again.

Resource Notebook

Organize a resource notebook for future reference by gathering materials that will be useful in working with diverse families who have children with and without disabilities. The notebook will be divided into sections for community resources, hands-on activities/materials, events, and ideas/strategies.

A brief introduction and evaluation paragraph will be included for each of the resource materials. In other words, a description for whom this information would be useful and what modifications may need to be made the population being addressed (e.g., parents, teachers, etc.). A complete reference list will be included.

More information will be given by the instructor at a later date.

Mid-Term Exam

Pop Quizzes

There will be three (3) unannounced quizzes. They will consist of objective questions (i.e., multiple choice, matching, fill-in the blank, and/or T/F statement). Any material before the quiz date is fair game! **Pop quizzes cannot be made up!**

EVALUATION CRITERIA

A=92% or higher; B = 84-91%; C=83-75%; D=74-66%; F=below 68%

Assignment/Project/Tests	Weight
Home Visit Project & Presentation	40%
Family Education Topic Research	20%
Resource Notebook	10%
Mid-Term Exam	15%
Pop Quizzes (3 x 5% each)	15%
TOTAL PERCENTAGE	100%

ATTENDANCE POLICY

You are expected to attend all class sessions and any meetings related to your group work or project assignments. Your attendance also means you are agreeing to be ready to participate during class session.

ADAPTING INSTRUCTION

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with the course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disabilities@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternative forms.



What children take from us, they give... We become people who feel more deeply, question more deeply, hurt more deeply, and love more deeply.

Sonia Taitz

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input checked="" type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name College *Course Prefix & Number *Course Title (<u>30 characters</u>) *Program Title	Family and Consumer Science Health Science Family and Consumer Science (Major ____, Option ____, Minor <u>X</u> ; or Certificate ____)
*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>	
Departmental Committee	9/5/08	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/17/08	Council on Academic Affairs Approved <u>x</u> Disapproved _____
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: Drop CDF244, add CDF235
A. 2. Effective date: Spring 2009
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action: To align the minor in banner with the catalog due to revisions made in the CDF courses.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA
 Operating Expenses Impact: NA
 Equipment/Physical Facility Needs: NA
 Library Resources: NA

Part III. Recording Data for New, Revised, or Suspended Program

New or Revised* Program Text (*Use strickethrough for deletions and <u>underlines</u> for additions.)
MINOR IN FAMILY AND CONSUMER SCIENCES Minor Requirements.....18 hours ADM 102, CDF 132, <u>235</u> , 244 , FCS 320, FRM 352, NFA 121 or 201 or 317.

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input checked="" type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name College *Course Prefix & Number *Course Title (30 characters) *Program Title *Provide only the information relevant to the proposal.	Family and Consumer Science Health Sciences General Dietetics (Major <input checked="" type="checkbox"/> , Option ___; Minor ___; or Certificate ___)
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	<u>Date</u>	<u>Date</u>
Proposal Approved by:		
Departmental Committee	5/2/08	NA
<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/17/08	10/16/08
General Education Committee*	NA	NA
Teacher Education Committee*	NA	NA
	Graduate Council*	NA
	Council on Academic Affairs	NA
	Approved <input checked="" type="checkbox"/> Disapproved	NA
	Faculty Senate**	NA
	Board of Regents**	NA
	Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested:

1. To delete BIO 378 as a requirement under Supporting Courses .
2. By deleting this option the number of free electives in the program will change from 6-7 hrs. to 7-8 hrs.

A. 2. Effective date: Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action: Under the old General Education Program BIO 378 was needed to meet the BIO Lab Science requirement. Under the New General Studies Program this requirement is met by an Area IV-A BIO Lab Science Elective.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: No additional ones needed

Part III. Recording Data for New, Revised, or Suspended Program

New or Revised* Program Text

General Dietetics (B.S.) Area Major

Major Requirements	59-60 hours
CDF 132, FCS 303, 400, FRM 352, NFA 121, 201, 202; NFA 301 or CHE 330; NFA 317, 321, 323, 325, 326, 344; NFA 349 (1) or FCS 330D (1); NFA 401, 402, 403, 404, 411, 415 (2) 445.	
Supporting Course Requirements	28 27 hours
BIO 273, BIO 301, 378 ; CHE 101/107, 102; HEA 450 or STA 215*; CIS 212 or CSC 104; ACC 201 or 550; PSY 200.	
General Education Requirements	33 hours
Standard General Education program, excluding blocks IVB, VB, VII (QS) and VIII (6 hours). Refer to Section Four of this Catalog for details on the General Education and University Requirements.	
University Requirement	1 hour
HSO 100.	
Free Electives	6-7 7-8 hours
Total Curriculum Requirements	128 hours

*Cannot be used for general education

Curriculum Change Form

Part I

(Check one)	Department Name	Health Promotion & Administration	
New Course (Parts II, IV)	College	Health Sciences	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	MAS 324	
Course Dropped (Part II)	*Course Title (30 characters)	Medical Assisting Techniques	
New Program (Part III)	*Program Title		
Program Revision (Part III)	(Major <u> X </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	Date	Date
Departmental Committee	4/11/2008	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/17/08	Council on Academic Affairs Approved x Disapproved 10/16/08
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: To decrease the number of credit hours for MAS 324 from 8 credit hours to 6 credit hours.

A. 2. Effective date: Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:

- To reflect changes in the course with the addition of MAS 380 (Medical Assisting Simulations), and the reduction of the number of clinical hours in MAS 324.
- Laboratory/practice time for student skill performance will be retained in MAS 324, however, the student clinical experiences will be limited to group "field trips" instead of independent clinical visits for each student.
- MAS 380 (new course proposed) will include more advanced and specific skill acquisition.
- Reduction in MAS 324 credit hours will permit the addition of MAS 380 as a new course, without increasing the overall number of credit hours required for the medical assisting degree.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

MAS 324 Medical Assisting Techniques. (8 - 6) I. Clinical medical assisting skills performed in ambulatory medical settings. Emphasis on care of patients based on developmental needs, health promotion and disease prevention, pharmacological therapies, and pathophysiological conditions.

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MAS	324	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS X _____	HPAD
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
8 6	Lecture 3	Laboratory 6	Other _____	
			Cip Code (first two digits only) 51	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
L	8 6	N	FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Course Syllabus:

**EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
MEDICAL ASSISTING PRACTICE**

COURSE: MEDICAL ASSISTING TECHNIQUES (MAS 324)

INSTRUCTOR: Julie Brown, CMA, RNC, MSN, Assistant Professor
Dizney 229 859-622-6336 julie.brown@eku.edu

CREDIT: 6 Hours (Lecture, Laboratory, and Group Clinical experiences)

COURSE DESCRIPTION: Clinical medical assisting skills performed in ambulatory medical settings. Emphasis on care of patients based on developmental needs, health promotion and disease prevention, pharmacological therapies, and pathophysiological conditions.

Student Learning Outcomes:

Following successful completion of this course, the student will:

- consistently demonstrate professional attitudes and behaviors
- demonstrate skill competency
- maintain patient confidentiality
- work cooperatively with others
- educate patients regarding health promotion and disease prevention
- accurately document clinical procedures and findings
- apply scientific principles of asepsis
- assist with general and specialty physical examinations: including cardiology, pulmonology, neurology, dermatology, endocrinology, oncology, orthopedics, pediatrics, urology, gastroenterology, obstetrics and gynecology
- describe healthy nutritional behaviors
- educate patients about therapeutic procedures and tests
- identify and care for medical instruments and supplies
- perform accurate vital signs
- perform screening tests
- record a complete medical history
- apply legal principles of medication administration
- identify safe and legal medication storage methods
- state pharmacological facts of currently prescribed medications, including names, classification, indications, undesirable drug actions, and patient education needs
- state pharmacological facts of all currently licensed immunizations; including indications, usual schedules, adverse events, surveillance, and proper reporting

REQUIRED TEXTS:

1. Lindh, Pooler, Tamparo, & Dahl. (2006). *Comprehensive Medical Assisting: Administrative & Clinical competencies* (3rd ed) Thomson Delmar Learning.

ALTERNATE Text: Bonewit-West (2008). *Clinical Medical Assisting*.

2. Rice, J. (2006). *Principles of pharmacology for Medical Assisting* (current edition). Delmar.
3. Textbook from MAS 200/201, Medical Terminology.

EVALUATION METHODS & GRADING SCALE:

- | | |
|------------------------------|---------------------|
| 1. Examinations: | 6 x 100 points each |
| 2. Comprehensive Final Exam: | 200 points |
| 3. Assignments: | 75 points total |
| 4. Skill Performance: | Pass/Fail |

A = 90-100% B = 80-89% C = 70-79% D = 60-69% F = 59% or less

ATTENDANCE:

Attendance is expected and **required** as stated in the *Medical Assisting Student Handbook*. Any student enrolled in MAS 324 who is absent 1 or more classes without written documentation from a physician (or an instructor approved excuse) will automatically receive a failing grade for the course. Missed class meetings, examinations, and assignments may only be made up with a written physician excuse. Attendance will be checked at every class meeting.

WITHDRAWING FROM COURSE:

- Student grades will be submitted on Blackboard regularly. Midterm grades will be submitted during the 8th week of class (by October 17).
- The last day to drop a course without a “W” appearing on your University transcript will be August 31. The last day to withdraw from this course will be October 31.

LABORATORY & CLINICAL EXPERIENCE:

Skill competency

Skill competency is vital to the profession of medical assisting. Lab time will be allocated to the demonstration, practice, and performance of skills. The evaluation of skills will be according to stated competencies in the *Lindb textbook* as well as clearly stated objectives of each skill. Successful skill competency is required for passing the course. Students will adhere to approved policies of Standard Precautions in lab and clinical facilities. Students will follow Medical Assisting policies as stated in the Student Handbook.

Transportation and attendance

Students are responsible for transportation to all clinical experiences. All clinical experiences must be completed. Absences must be excused.

Clinical behavior

Behavior at all clinicals reflects upon your attitude and skills, and is an important component of your grade. Students should participate in clinical activities, ask questions, interact with staff and patients, and assist in any way at each clinical experience. Students **MUST** maintain patient and staff confidentiality at all times.

Health requirements

The following health requirements **MUST** be current and on departmental file **PRIOR** to beginning clinical experiences. Additional requirements may be necessary depending on specific clinical agency regulations. It is the responsibility of the student to obtain these requirements:

- 1). Proof of current (annual) PPD skin test (If PPD positive, current chest x-ray and proof of medical treatment)
- 2). Proof of Rubella and Rubeola immunity (two doses MMR vaccine or titre)(if born on/after 1957)
- 3). Proof of Hepatitis B vaccine (or titre) or Signed Hepatitis B Declination Form
- 4). Proof of current Td (tetanus & diphtheria) vaccine
- 5). Current Medical Assisting Technology Health History form
- 6). Current paid receipt of annual liability insurance purchased through EKU
- 7). Current and signed Student Agreement Form
- 8). If susceptible to varicella (chickenpox), provide proof of varicella vaccine (if indicated)

Disability Statement:

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with the course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disabilities@eku.edu <<mailto:disabilities@eku.edu>> or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternative forms.

Academic Integrity Statement

“Eastern Kentucky University will honor the University’s Academic Integrity policy. By honoring and enforcing this policy, the University affirms that it will not tolerate academic dishonesty.”

Curriculum Change Form

Part I

(Check one) <input checked="" type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Health Promotion & Administration</u> College <u>Health Sciences</u> *Course Prefix & Number <u>MAS 380</u> *Course Title (<u>30 characters</u>) <u>Comprehensive Simulations</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
--	--	--

Proposal Approved by:	Date	Date
Departmental Committee	4/11/2008	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved <u>10/16/08</u>
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: To add a capstone course in Medical Assisting for laboratory simulation of all medical assisting skills.

A. 2. Effective date: Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:

- To develop critical thinking skills and to enhance student competency of medical assisting skills and to prepare students for externship and national certification.
- To provide students with a comprehensive learning experience, including administrative, laboratory, and clinical aspects of the medical assisting profession.
- To provide opportunities to develop characteristics of professionalism.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: Existing MAS faculty will teach this course annually in the spring semester.

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(*Use strike through for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)	New or Revised* Catalog Text <u>MAS 380 Comprehensive Medical Assisting Simulations (2) Pre-Requisites MAS 355, MAS 324. Co-Requisites MAS 323, MAS 360. Students will participate in medical assisting simulations and case studies in order to further develop administrative, laboratory, and clinical skills.</u>
--	--

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MAS	380	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS X _____	HPAD
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
<u>2</u>	Lecture <u>1</u>	Laboratory <u>2</u>	Other _____	
			Cip Code (first two digits only) 51	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
L	<u>3</u>	N	FR _____	JR _____
			SO _____	SR _____
			FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>				
Thesis _____				
Internship _____				
Independent Study _____				
Practicum _____				

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No. MAS 323

Course Prefix and No. MAS 360

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. MAS 324

Course Prefix and No. MAS 355

Test Scores

Minimum GPA (when a course grouping or student cumulative GPA is required)

Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.

Test Scores

Minimum GPA (when a course grouping or student cumulative GPA is required)

Equivalent Course(s): (credit not allowed with; or formerly)

Course Prefix and No.

Course Prefix and No.

Course Prefix and No.

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

**Eastern Kentucky University
College of Health Sciences
Medical Assisting Practice**

Course: Comprehensive Medical Assisting Simulations (MAS 380)

Credit: 2 credit hours; lecture and laboratory

Course Description:

Students will participate in medical assisting simulations and case studies in order to further develop administrative and clinical skills.

Student Learning Objectives: At the conclusion of the course students will:

1. Demonstrate critical thinking by responding appropriately to simulated medical assisting patient encounters; including administrative, clinical, and laboratory procedures.
2. Apply knowledge gained throughout the medical assisting curriculum, in preparation for entry into practice and the national certification examination.
3. Demonstrate professional characteristics in medical office simulation scenarios; including concern for patient confidentiality, interest in maintaining continual professional development as a health care professional, effective communication skills, and adaptability to change.

Course Textbooks:

Bonewit-West, K. (2008). Clinical Procedures for Medical Assistants, 7th Ed., Saunders. ISBN# 978-1-4160-5514-3. (Text and Virtual Medical Office).

Evaluation Components:

1. Simulation performances = 40%
2. Virtual Medical Office assignments = 40%
3. Comprehensive medical assisting examination, quizzes, and student-led study review = 20%

Grading Scale:

A = 100-90%

B = 89-80%

C = 79-70%

D = 69-60%

F = 59% and below

Disability Statement:

If you are registered with the Office of Services for Individuals with Disabilities, please obtain your accommodation letters from the OSID and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Services Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in an alternative format.

Academic Integrity Statement

"Eastern Kentucky University will honor the University's Academic Integrity policy. By honoring and enforcing this policy, the University affirms that it will not tolerate academic dishonesty."

Course Plan

Week & Class Topic	Activity
Week 1: Course introduction & Simulation design	<ul style="list-style-type: none">• Assignments for simulations• Assignments for student-led content outline review
Weeks 2-4: Bonewit-West "Virtual Medical Office"	<ul style="list-style-type: none">• 15 case study performances

Weeks 5-6: Review for national certification examination	<ul style="list-style-type: none">• Unit quizzes x 4• Student-led review of AAMA Content Outline• Examination
Weeks 7-14: Simulation Case Studies	<ul style="list-style-type: none">• 7 case study simulations per student
Week 15: Preparation for MAS 390 Medical Office Externship	

Editorial Change - Curriculum Form

Part I

Department Name	Health Promotion and Administration		
College	Health Sciences		
*Course Prefix & Number	MAS323		
*Course Title (30 characters)	Medical Assisting Laboratory Procedures		
*Program Title	_____		
	(Major ____, Option ____, Minor ____, or Certificate ____)		
*Provide only the information relevant to the proposal.			
Original Proposal Approved by the Council on Academic Affairs on			Date: _____
		CCC9/17/08	

Completion of A is required: (Please be specific, but concise.)

- A. 1. Specific action requested:** To add Corequisite of MAS360 and MAS380 to reflect new course MAS380 corequisite requirements
- A. 2. Effective date:** Spring 2009

Part II. Recording Data for Revised Course

1.	For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.
New or Revised* Catalog Text	
(*Use strikeout for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)	
<p>MAS 323 Medical Assisting Laboratory Procedures. (6) II. Prerequisite or Corequisite: MAS 100 or departmental approval. <u>Corequisite: MAS360, and 380.</u> Clinical laboratory skills and procedures in specimen collection, quality control, urinalysis, hematology, clinical chemistry, immunology, microbiology, and principles of radiology. 3 lec/6 lab.</p>	

Part IV. Recording Data for a Revised Course (Record only **changed** course information.) ***Required**

Course prefix* (3 letters)	Course Number* (3 Digits)	Effective Term* (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MAS	323	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS <u>X</u> _____	HPAD
Credit Hrs.	Weekly Contact Hrs. Lecture _____ Laboratory _____ Other _____		Repeatable Maximum No. of Hrs. _____	
		Cip Code (first two digits only) 51		
Schedule Type** (List all applicable)	Work Load (for each schedule type)	Grading Mode**	Class Restriction, if any: (undergraduate only)	Major Restrictions, if any:
			FR _____	FR _____
			SO _____	SO _____
			JR _____	JR _____
			SR _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	<p>FOR BANNER USE ONLY</p> <p>Date of data entry _____</p> <p>Data entry person _____</p>	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No. MAS360, and 380

Course Prefix and No. _____

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. MAS or departmental approval

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No. _____

Course Prefix and No. _____

Course Prefix and No. _____

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Editorial Change - Curriculum Form

Part I

Department Name	Health Promotion and Administration
College	Health Science
*Course Prefix & Number	MAS360
*Course Title (30 characters)	Medical Office Administration
*Program Title	
	(Major ____, Option ____, Minor ____, or Certificate ____)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on	Date:
	CCC9/17/08

Completion of A is required: (Please be specific, but concise.)

- A. 1. Specific action requested:** To add Corequisite of MAS323 and MAS380 to reflect new course MAS380 corequisite requirements
- A. 2. Effective date:** Spring 2009

Part II. Recording Data for Revised Course

2. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.

New or Revised* Catalog Text

(*Use ~~strikeout~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

MAS 360 Medical Office Administration. (4) I, II, A. Prerequisite or Corequisite: CIS 212 or CSC104. Corequisite: MAS323 and MAS380. Knowledge and skills in medical office management which include financial management, computer skills, patient records, human resource management, legal and ethical issues, and total quality management.

Part IV. Recording Data for a Revised Course (Record only **changed** course information.) ***Required**

Course prefix* (3 letters)	Course Number* (3 Digits)	Effective Term* (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
MAS	360	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS <u>X</u> _____	HPAD
Credit Hrs.	Weekly Contact Hrs. Lecture _____ Laboratory _____ Other _____		Repeatable Maximum No. of Hrs. _____	
Schedule Type** (List all applicable)	Work Load (for each schedule type)	Grading Mode**	Class Restriction, if any: (undergraduate only)	Major Restrictions, if any:
			FR _____	FR _____
			SO _____	SO _____
			JR _____	JR _____
			SR _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	<p>FOR BANNER USE ONLY</p> <p>Date of data entry _____</p> <p>Data entry person _____</p>	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No. MAS323 and MAS380

Course Prefix and No. _____

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. CIS 212 or CSC104

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No. _____

Course Prefix and No. _____

Course Prefix and No. _____

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input checked="" type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Health Promotion and Administration <hr/> College Health Sciences <hr/> *Course Prefix & Number <hr/> *Course Title (<u>30 characters</u>) <hr/> *Program Title Medical Assisting Technology (Major <u>X</u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>) <hr/> *Provide only the information relevant to the proposal.	
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Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	4/11/2008	Graduate Council*	NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact ECU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: Add MAS380

A. 2. Effective date: Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action: To reflect changes in the course with the addition of MAS 380 (Medical Assisting Simulations), and the reduction of the number of clinical hours in MAS 324.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part III. Recording Data for New, Revised, or Suspended Program

MEDICAL ASSISTING TECHNOLOGY (A.A.S.)
CIP Code: 51.0801

Major Requirements.....35 hours
 MAS 100, 200, 201, 323, 324, 355, 360, **380**, 390.

Supporting Course Requirements16 hours
 BIO 171, 301; CCT 106 (1), 201; CIS 212 or CSC 104, EMC 102 or HEA 202 (1) and HEA 203.

General Education Requirements12 hours
 Three hours of block IIIA, IIIB, IIIA/B or VII (AH); three hours of block VA, VB, VC or VII (SBS); and six hours of blocks IA and IB (English composition).

University Requirement.....1 hour
 HSO 100.

Total Curriculum Requirements64 hours

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input checked="" type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Health Promotion and Administration <hr/> College Health Sciences <hr/> *Course Prefix & Number <hr/> *Course Title (30 characters) <hr/> *Program Title Medical Practice Management (Major <input checked="" type="checkbox"/> , Option <input type="checkbox"/> ; Minor <input type="checkbox"/> ; or Certificate <input type="checkbox"/> <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	4/11/2008	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/17/08	Council on Academic Affairs
General Education Committee*	NA	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
Teacher Education Committee*	NA	Faculty Senate** NA
		Board of Regents** NA
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: Add MAS380 A. 2. Effective date: Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: To reflect changes in the course with the addition of MAS 380 (Medical Assisting Simulations), and the reduction of the number of clinical hours in MAS 324.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part III. Recording Data for New, Revised, or Suspended Program

MEDICAL PRACTICE MANAGEMENT (B.S.) <i>CIP Code: 51.0705</i>
Major Requirements.....47 hours MAS 100, 200, 201, 323, 324, 355, 360, <u>380</u> , 390. MPM 410, 450, 460, 480.
Supporting Course Requirements34 hours ACC 201, 202, BIO 171, 301, CCT 201, CHE 105/107, CIS 212 or CSC 104, ECO 230, EMC 102, MGT 301, 320.
General Education Requirements33 hours Standard General Education program excluding blocks IVB, VB, VII (QS), and VIII (6 hours). Refer to Section Four of this <i>Catalog</i> for details on the General Education and University requirements.
University Requirement.....1 hour HSO 100.
Free Electives.....13 hours
Total Curriculum Requirements128 hours

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Occupational Therapy <hr/> College Health Sciences <hr/> *Course Prefix & Number OTS 362 <hr/> *Course Title (30 characters) Human Motion for Activity <hr/> *Program Title (Major <u>X</u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>) <hr/> *Provide only the information relevant to the proposal.																													
Proposal Approved by: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 30%; text-align: center;"><u>Date</u></td> <td style="width: 30%;"></td> <td style="width: 10%; text-align: center;"><u>Date</u></td> </tr> <tr> <td>Departmental Committee</td> <td style="text-align: center;">12/11/07</td> <td>Graduate Council*</td> <td style="text-align: center;">NA</td> </tr> <tr> <td colspan="2"> <i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/> </td> <td>Council on Academic Affairs</td> <td></td> </tr> <tr> <td>College Curriculum Committee</td> <td style="text-align: center;">9/17/08</td> <td>Approved <input checked="" type="checkbox"/> Disapproved</td> <td style="text-align: center;">10/16/08</td> </tr> <tr> <td>General Education Committee*</td> <td style="text-align: center;">NA</td> <td>Faculty Senate**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td>Teacher Education Committee*</td> <td style="text-align: center;">NA</td> <td>Board of Regents**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td></td> <td>Council on Postsecondary Edu.***</td> <td style="text-align: center;">NA</td> </tr> </table>				<u>Date</u>		<u>Date</u>	Departmental Committee	12/11/07	Graduate Council*	NA	<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs		College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08	General Education Committee*	NA	Faculty Senate**	NA	Teacher Education Committee*	NA	Board of Regents**	NA			Council on Postsecondary Edu.***	NA
	<u>Date</u>		<u>Date</u>																											
Departmental Committee	12/11/07	Graduate Council*	NA																											
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs																												
College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08																											
General Education Committee*	NA	Faculty Senate**	NA																											
Teacher Education Committee*	NA	Board of Regents**	NA																											
		Council on Postsecondary Edu.***	NA																											
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.																														

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: To change course description. A. 2. Effective date: Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: A change in course description to accurately reflect content in the course	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text. 2. For a revised course, provide the current catalog text with the proposed text using striketrough for deletions and <u>underlines</u> for additions. 3. For a dropped course, provide the current catalog text.	<p style="text-align: center;">New or Revised* Catalog Text</p> (*Use striketrough for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.) OTS 362 Human Motion for Activity. (3) II. A. Pre-requisite: BIO 271. Kinetics of the musculoskeletal system in relation to occupational performance skills . Included are evaluation procedures for muscle strength & range of motion. <u>Emphasis on physics of movement and biomechanical analysis of occupation and hand function.</u>
---	--

Curriculum Change Form

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Occupational Therapy <hr/> College Health Sciences <hr/> *Course Prefix & Number OTS 478 <hr/> *Course Title (30 characters) Health Care Delivery Systems <hr/> *Program Title (Major <u> X </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>) <hr/> *Provide only the information relevant to the proposal.																																	
Proposal Approved by: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 30%; text-align: center;"><u>Date</u></td> <td style="width: 30%;"></td> <td style="width: 10%; text-align: center;"><u>Date</u></td> </tr> <tr> <td>Departmental Committee</td> <td style="text-align: center;">12/11/07</td> <td>Graduate Council*</td> <td style="text-align: center;">NA</td> </tr> <tr> <td colspan="2"> <i>Is this a SACS Substantive Change?</i> <table style="display: inline-table; border: 1px solid black;"> <tr> <td style="padding: 2px;">Yes****</td> <td style="width: 15px; text-align: center;"><input type="checkbox"/></td> <td style="padding: 2px;">No</td> <td style="width: 15px; text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table> </td> <td>Council on Academic Affairs</td> <td></td> </tr> <tr> <td>College Curriculum Committee</td> <td style="text-align: center;">9/17/08</td> <td>Approved <input checked="" type="checkbox"/> Disapproved</td> <td style="text-align: center;">10/16/08</td> </tr> <tr> <td>General Education Committee*</td> <td style="text-align: center;">NA</td> <td>Faculty Senate**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td>Teacher Education Committee*</td> <td style="text-align: center;">NA</td> <td>Board of Regents**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td></td> <td>Council on Postsecondary Edu.***</td> <td style="text-align: center;">NA</td> </tr> </table>				<u>Date</u>		<u>Date</u>	Departmental Committee	12/11/07	Graduate Council*	NA	<i>Is this a SACS Substantive Change?</i> <table style="display: inline-table; border: 1px solid black;"> <tr> <td style="padding: 2px;">Yes****</td> <td style="width: 15px; text-align: center;"><input type="checkbox"/></td> <td style="padding: 2px;">No</td> <td style="width: 15px; text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>		Yes****	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Council on Academic Affairs		College Curriculum Committee	9/17/08	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08	General Education Committee*	NA	Faculty Senate**	NA	Teacher Education Committee*	NA	Board of Regents**	NA			Council on Postsecondary Edu.***	NA
	<u>Date</u>		<u>Date</u>																															
Departmental Committee	12/11/07	Graduate Council*	NA																															
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Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: To change course description. A. 2. Effective date: Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
B. The justification for this action: A change in course description to accurately reflect content in the course
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

4. For a new course, provide the catalog text. 5. For a revised course, provide the current catalog text with the proposed text using striketrough for deletions and <u>underlines</u> for additions. 6. For a dropped course, provide the current catalog text.
<p style="text-align: center;">New or Revised* Catalog Text</p> (*Use striketrough for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.) OTS 478 Health Care Delivery Systems. (3) A. An introduction to the history and evolution of the health care systems , <u>alternative models of health care</u> , health care finance , and contemporary health policy issues <u>and trends</u> . Topics Includes content on financing health care, health care professional roles and ethics. reimbursement, managed care, and impact of health policy.



EASTERN KENTUCKY UNIVERSITY

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College of Justice & Safety
'A Program of Distinction'
Office of the Dean

354 Stratton Building
521 Lancaster Avenue
Richmond, KY 40475-3102
(859) 622-3565 FAX (859) 622-6561
Allen.Ault@eku.edu . www.justice.eku.edu

TO: Council on Academic Affairs

FROM:

A handwritten signature in black ink, appearing to read 'Allen Ault'.

Dr. Allen Ault, Dean
College of Justice & Safety

DATE: October 2, 2008

RE: Agenda Items

Please include the following on the agenda for the next meeting of the Council on Academic Affairs scheduled for October 16, 2008.

Department of Criminal Justice & Police Studies

Course Drop PLS 331
Course Drop PLS 388
Course Drop PLS 400
Course Drop PLS 460
Course Drop PLS 424

Course Revision PLS 326
Course Revision CRJ 313

Program Revision BS in Police Studies

Department of Safety, Security & Emergency Management

Course Revision FSE 362

Program Revision BS in Fire & Safety Engineering Technology

Department of Correctional & Juvenile Justice Studies

Course Drop COR 100
Course Drop COR 490

New Course COR 300

Course Revision COR 301
Course Revision COR 310
Course Revision COR 315

Course Revision COR 316
Course Revision COR 321
Course Revision COR 330
Course Revision COR 340
Course Revision COR 349
Course Revision COR 349 A-N
Course Revision COR 350
Course Revision COR 375
Course Revision COR 423
Course Revision COR 450S
Course Revision COR 460
Course Revision COR 470

Program Revision B.S. Correctional and Juvenile Justice Studies
Program Revision Minor in Correctional and Juvenile Justice Studies
Program Revision Professional Certificate in Youth Services
Program Revision Professional Certificate in Correctional Intervention Strategies

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Criminal Justice & Police Studies <hr/> College Justice & Safety <hr/> *Course Prefix & Number PLS 331 <hr/> *Course Title (30 characters) <u>Perspectives on Crime and Delinquency.</u> <hr/> *Program Title (Major <u> x </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>) <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9-12-2008	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9-25-2008	Council on Academic Affairs
General Education Committee*	NA	Approved <u> x </u> Disapproved <u> </u> 10/16/08
Teacher Education Committee*	NA	Faculty Senate** NA
		Board of Regents** NA
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Drop the course from the curriculum</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA</p>
<p>B. The justification for this action: Redundant with CRJ 331, Prevent student confusion</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~PLS 331 Perspectives on Crime and Delinquency. (3). A. Prerequisite: CRJ 101 or departmental approval. Overview of crime and its control. Examines law making, law breaking, and the social response from theoretical perspectives including social, economic, cultural, symbolic, psychological and biological. Includes historical and contemporary developments. Credit will not be awarded to students who have credit for CRJ 331.~~

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
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3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~PLS 388. Criminal Justice Research. (3). A. Prerequisite: CRJ 101 or COR 201 or departmental approval. Overview of the research process, with emphasis on finding, using, and evaluating criminal justice research. Examination of both quantitative and qualitative social science research methods and procedures appropriate to the study of crime policy and criminal justice. Credit will not be awarded to students who have credit for COR 388.~~

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Criminal Justice & Police Studies <hr/> College Justice & Safety <hr/> *Course Prefix & Number PLS 400 <hr/> *Course Title (30 characters) Applied Criminal Justice Analysis <hr/> *Program Title (Major <u> x </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>) <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9-12-2008	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9/25/2008	Council on Academic Affairs Approved <u> x </u> Disapproved <u> </u> 10/16/08
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Drop the course from the curriculum</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA</p>
<p>B. The justification for this action: Redundant with CRJ 400, Prevent student confusion.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p>

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~PLS 400 Applied Criminal Justice Analysis. (3). A. Prerequisite: PLS 388 or equivalent, sophomore standing. Analytical and statistical concepts and procedures relevant to crime and criminal justice data. Includes quantitative and qualitative techniques, univariate and bivariate statistics. Credit will not be awarded to students who have credit for COR 400 and CRJ 400,.~~

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input checked="" type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Criminal Justice & Police Studies <hr/> College Justice & Safety <hr/> *Course Prefix & Number PLS 460 <hr/> *Course Title (<u>30</u> characters) Independent Study <hr/> *Program Title (Major <u>x</u> , Option ___; Minor ___; or Certificate) <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9-12-2008	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	9-25-2008	Council on Academic Affairs Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 10/16/08
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) ** Approval needed for new, revised, or suspended programs *** Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Drop the course from the curriculum</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) N/A</p>
<p>B. The justification for this action: Redundant with CRJ 460, Prevent student confusion</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~PLS 460 Independent Study. (1-3) A. Prerequisite: Departmental approval, Sophomore standing. Individual study and/or research on a problem relating to police studies. May be retaken to a maximum of six hours. Student must have the independent study proposal form approved by faculty supervisor and department chair prior to enrollment.~~

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name Criminal Justice & Police Studies	
<input type="checkbox"/> Course Revision (Parts II, IV)	College Justice & Safety	
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number PLS 424	
<input type="checkbox"/> New Program (Part III)	*Course Title (<u>30</u> characters)	Field Experience
<input type="checkbox"/> Program Revision (Part III)	*Program Title	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal. (Major <u>x</u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)	

Proposal Approved by:	Date		Date
Departmental Committee	9-12-2008	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Drop the course from the curriculum</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) N/A</p>
<p>B. The justification for this action: Redundant with CRJ 424, Prevent student confusion.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

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(For a **new required course**, complete a separate request for the appropriate program revisions.)

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3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~PLS 424 Field Experience. (3) A. Prerequisite: Instructor and departmental approval, Sophomore standing. Designed to broaden the educational experience through appropriate observational work assignments. (Intended for pre-service students in non-sworn positions). A maximum of three hours of PLS 424 and PLS 349 can be applied toward the PLS major or minor. May be retaken 1 time for a maximum of 6 total credit hours.~~

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Criminal Justice & Police Studies
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	PLS 326
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (<u>30</u> characters)	Police, Liability, and Ethics
<input type="checkbox"/> New Program (Part III)	*Program Title	
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:		<u>Date</u>	<u>Date</u>
Departmental Committee	9-12-2008	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)	Remove cross-listing with CRJ 313 and WGS 313, Revise Catalog text
A. 2. Effective date: (Example: Fall 2001)	Spring 2009
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	N/A
B. The justification for this action:	
Prevent student confusion. Courses are substantially different. Not similar enough in content to justify cross-listing.	
C. The projected cost (or savings) of this proposal is as follows:	
Personnel Impact: None	
Operating Expenses Impact: None	
Equipment/Physical Facility Needs: None	
Library Resources: None	

Part II. Recording Data for New, Revised, or Dropped Course

(For a new required course, complete a separate request for the appropriate program revisions.)

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3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text
 (*Use ~~strike through~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

PLS 326 Police, Liability, and Ethics. (3) A. Prerequisite: sophomore standing. Police conduct is examined relative to ethical and legal principles. Application of federal and state civil, criminal, and administrative law including civil rights issues. ~~Credit will not be awarded to students who have credit for CRJ 313 or WGS 313.~~

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
PLS	326	Spring 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CJPS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
			Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR X _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
Co-Requisites and Prerequisites **See definitions on following page**				
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)				
Course Prefix and No.				
Course Prefix and No.				
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)				
Course Prefix and No.				
Course Prefix and No.				
Test Scores				
Minimum GPA (when a course grouping or student cumulative GPA is required)				
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)				
Course Prefix and No.				
Test Scores				

Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	CRJ 313 or WGS 313
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
 (Present only one proposed curriculum change per form)
 (Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Criminal Justice & Police Studies
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	CRJ 313
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (<u>30</u> characters)	Criminal Justice Ethics
<input type="checkbox"/> New Program (Part III)	*Program Title	
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:		<u>Date</u>	<u>Date</u>
Departmental Committee	9-12-2008	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)	Removed cross listing with PLS 326; Revise Catalog text
A. 2. Effective date: (Example: Fall 2001)	Spring 2009
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	N/A
B. The justification for this action:	
Prevent student confusion. Courses are substantially different. Not similar enough in content to justify cross-listing.	
C. The projected cost (or savings) of this proposal is as follows:	
Personnel Impact: None	
Operating Expenses Impact: None	
Equipment/Physical Facility Needs: None	
Library Resources: None	

Part II. Recording Data for New, Revised, or Dropped Course

(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strike through~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strike through~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

CRJ 313 Criminal Justice Ethics. (3) A. Cross listed with WGS 313. Prerequisite: CRJ 101 with grade of "C" or better, sophomore standing, or departmental approval. Examines the moral, legal and normative obligations of the state and criminal justice professionals. Surveys the philosophies and theories of ethics and deviance. Credit will not be award to students who have credit for ~~PLS 326~~ or WGS 313.

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
CRJ	313	Spring 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CJPS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
		Cip Code (first two digits only)		
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR X _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
			Date of data entry _____	
			Data entry person _____	

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No. _____

Course Prefix and No. _____

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. _____

Course Prefix and No. _____

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	PLS 326 or WGS 313.
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Criminal Justice & Police Studies																													
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Justice & Safety																													
<input type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	_____																													
<input type="checkbox"/> New Program (Part III)	*Course Title (<u>30</u> characters)	_____																													
<input type="checkbox"/> Program Revision (Part III)	*Program Title	Police Studies (B.S.)																													
<input checked="" type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.																														
<table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">Proposal Approved by:</td> <td style="width: 25%; text-align: center;"><u>Date</u></td> <td style="width: 25%;"></td> <td style="width: 25%; text-align: center;"><u>Date</u></td> </tr> <tr> <td>Departmental Committee</td> <td style="text-align: center;">9-12-2008</td> <td>Graduate Council*</td> <td style="text-align: center;">NA</td> </tr> <tr> <td colspan="2"> <i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/> </td> <td>Council on Academic Affairs</td> <td>_____</td> </tr> <tr> <td>College Curriculum Committee</td> <td style="text-align: center;">9-25-2008</td> <td>Approved <input checked="" type="checkbox"/> Disapproved</td> <td style="text-align: center;">10/16/08</td> </tr> <tr> <td>General Education Committee*</td> <td style="text-align: center;">NA</td> <td>Faculty Senate**</td> <td>_____</td> </tr> <tr> <td>Teacher Education Committee*</td> <td style="text-align: center;">NA</td> <td>Board of Regents**</td> <td>_____</td> </tr> <tr> <td></td> <td></td> <td>Council on Postsecondary Edu.***</td> <td>_____</td> </tr> </table>				Proposal Approved by:	<u>Date</u>		<u>Date</u>	Departmental Committee	9-12-2008	Graduate Council*	NA	<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	_____	College Curriculum Committee	9-25-2008	Approved <input checked="" type="checkbox"/> Disapproved	10/16/08	General Education Committee*	NA	Faculty Senate**	_____	Teacher Education Committee*	NA	Board of Regents**	_____			Council on Postsecondary Edu.***	_____
Proposal Approved by:	<u>Date</u>		<u>Date</u>																												
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Teacher Education Committee*	NA	Board of Regents**	_____																												
		Council on Postsecondary Edu.***	_____																												
<p>*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.</p>																															

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)</p> <p>1. Remove PLS 331, 388, & 400 from the CORE. Courses are being dropped from curriculum. Add CRJ 331, 388, 400 to the Support Course Requirements</p> <p>A. 2. Effective date: (Example: Fall 2001)</p> <p>Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p> <p>N/A</p>	<p>B. The justification for this action:</p> <p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>
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Part II. Recording Data for New, Revised, or Dropped Course

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

(For a **new required course**, complete a separate request for the appropriate program revisions.)

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

MAJOR REQUIREMENTS..... 42 Hours

PLS CORE.....~~24~~ 15 Hours

PLS 103, PLS 216; PLS 326, ~~PLS 331, PLS 388, PLS 400~~, PLS 415, PLS 416

PLS ELECTIVES:9 Hours

Select from PLS or CRJ electives or

select 3 hours of Foreign Language** or American Sign Language** (ASL) level 200 or above in consultation with major advisor

SUPPORTING COURSE ELECTIVES..... 6 Hours

Select From:

COR, FOR 301, APS 210, EMC 102 or 110, FSE 250 or TRS 332 or

3 hours of Foreign Language** or American Sign Language** (ASL) level 200 or above in consultation with major advisor.

SUPPORTING COURSE REQUIREMENTS..... ~~3~~ 12 Hours

CRJ 101, CRJ 331, CRJ 388, CRJ 400,

GENERAL EDUCATION REQUIREMENTS..... 48 hours

Standard General Education program. Refer to Section Four of the Undergraduate Catalog for details on the General Education and University requirements.

UNIVERSITY REQUIREMENTS:1 Hour

JSO 100.

FREE ELECTIVES 37 Hours

TOTAL CURRICULUM REQUIREMENTS..... 128 Hours

NOTE: All Pre-requisites must be met before enrolling in the 200 level Foreign Language or American Sign Language Course.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Safety, Security & Emergency Management																													
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Justice & Safety																													
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	FSE 362																													
<input type="checkbox"/> New Program (Part III)	*Course Title <small>(30 characters)</small>	Principles Of Occupational Safety and Health Legislation																													
<input type="checkbox"/> Program Revision (Part III)	*Program Title																														
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.																														
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Proposal Approved by:	<u>Date</u>		<u>Date</u>																												
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Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)	Drop Corequisite FSE 361
A. 2. Effective date: (Example: Fall 2001)	Spring 2009
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action:	
This class is not required to be taken as a Corequisite. Changes to the curriculum for IFSAC Accreditation were implemented and this was overlooked.	
C. The projected cost (or savings) of this proposal is as follows:	
Personnel Impact:	
Operating Expenses Impact:	
Equipment/Physical Facility Needs:	
Library Resources:	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strike through~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strike through~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

FSE 362 Principles of Occupational Safety and health Legislation (3) A. ~~Corequisite: FSE 361.~~ Review of OSHA standards with emphasis on compliance and liability reduction. Discussion of OSHA regulations including citations, penalties, inspections, and record keeping.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strike through~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strike through~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
FSE	362	Spring 2009	AS _____ JS <u>X</u> BT _____ EM _____ ED _____ PC _____ HS _____	SSEM
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Cip Code (first two digits only)	
			Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)				
Course Prefix and No.	FSE 361			
Course Prefix and No.				
Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)				
Course Prefix and No.				
Course Prefix and No.				

Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Safety, Security, & Emergency Management																													
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Justice & Safety																													
<input type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number																														
<input type="checkbox"/> New Program (Part III)	*Course Title (30 characters)																														
<input type="checkbox"/> Program Revision (Part III)	*Program Title	Fire and Safety Engineering Technology (BS)																													
<input checked="" type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.																														
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<p>*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.</p>																															

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Add statement. Options: <u>Select only one.</u></p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>	
<p>B. The justification for this action:</p> <p>Statement needed for clarification that only one option in the Fire and Safety Engineering Technology program may be selected.</p>	
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>	

Part III. Recording Data for New, Revised, or Suspended Program

For a new program, provide the catalog description as being proposed.

1. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
 (*Use ~~strikethrough~~ for deletions and underlines for additions.)

Fire and Safety Engineering Technology (B.S.)

CIP Code: B43.0201

Major Requirements.....45-61 hours

Core Requirements.....24 hours

FSE 101,120, 200, 221, 305, 320, 361, three hours approved (from 349,)

Options: (Select only one)

Fire Protection Engineering Technology.....24 hours
 FSE 201, 225, 300, 322, 355, 360, 366, 410

Fire Protection Administration.....42 hours
 FSE 201, 223, 225, 230, 300, 322, 350, 355, 360, 365, 375,390, 400, 425,

Fire, Arson, and Explosion Investigation..... 35 hours
 FSE 201, 223,225, 250,300, 350 , 355, 370, 380, 450 , 495, 499 (2)

Industrial Safety and Risk Management..... 30 hours
 FSE 300, 362, 366, 367, 379, 390, , 410, 412, 430 492.

Supporting Course Requirements.....14-38 hours

Fire Protection Engineering Technology.....38 hours
 CHE 101 & 107 Lab, CHE 102, EHS 340; MAT 107, MAT 124, MAT 224; PHY 201, PHY 202, PHY 375; TEC 190.

Fire Protection Administration.....17 hours
 CHE 101 &107 Lab, CHE 102, MAT 107, PSY 200, TRS 235.

Fire, Arson, and Explosion Investigation.....29 hours
 CHE 101 & 107 Lab, or 111/115 Lab, CHE 102 or 112/116 Lab, FOR 301; MAT 107, PLS 216, 316, 375, 416, 426,

Industrial Safety and Risk Management..... 28 hours
 APS 210, BIO 171, CHE 101 & 107 Lab , or 111/115 Lab; EHS 340,
 EHS 345; INS 370, 378; MAT 107 PHE 320.

General Education Requirements.....33-39hours

Standard General Education program excluding the following per option:

Exclude Blocks II, IVB, VII (QS) and VIII (6 hours) for Fire Protection Engineering Technology Option.

Exclude Blocks II, VB, and VIII (6 hours) for Fire Protection Administration Option.

Exclude Blocks II, VIII (6 hours) for Fire, Arson, and Explosion Investigation.

Exclude Blocks II, and VIII (6 hours) for Industrial Safety and Risk Management Options.

Refer to Section Four of this Catalog for details on the General Education and University requirements.

University Requirement.....1 hour
 JSO 100

Free Electives.....0-8 hours

Total Curriculum Requirements.....128 hours

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<u>(Check one)</u>	Department Name	Correctional and Juvenile Justice Studies
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice and Safety
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 100
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Title <u>(30 characters)</u>	Orientation to Correctional and Juvenile Justice Studies Major
<input type="checkbox"/> New Program (Part III)	*Program Title	NA
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>	
Departmental Committee	09/15/08	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____ WITHDRAWN
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
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 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To drop COR 100</p> <p>A. 2. Effective date: (Example: Fall 2001) Fall 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action: Course content is being integrated into other courses.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~COR 100: Orientation to Correctional and Juvenile Justice Studies Major (3) Prerequisite: declared Correctional and Juvenile Justice majors only. Non-majors who are strongly considering a Correctional and Juvenile Justice Studies major may contact the department for possible enrollment. Focuses on department goals and objectives, curriculum, student-faculty relationships, career options, and the development of competencies needed for success in college and professional environments. Includes experiential activities designed to promote teambuilding and leadership skills.~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<u>(Check one)</u>	Department Name	Correctional and Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice and Safety	
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 490	
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Title <u>(30 characters)</u>	Senior Seminar	
<input type="checkbox"/> New Program (Part III)	*Program Title	NA	
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	09/15/08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To drop COR 490</p> <p>A. 2. Effective date: (Example: Fall 2001) Fall 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action: Course content is being integrated into other courses.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

~~COR 490 Senior Seminar. (3) A. Prerequisites: senior standing and 30 hours of COR coursework including COR 388 and COR 400, or departmental approval. Capstone course involving development of a senior level research paper on a corrections or juvenile justice topic grounded in relevant literature. Emphasis on integration of knowledge acquired in previous courses.~~

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional and Juvenile Justice Studies	
<input checked="" type="checkbox"/> New Course (Parts II, IV)	College	Justice and Safety	
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 300	
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (30 characters)	Careers and Competencies	
<input type="checkbox"/> Course Dropped (Part II)	*Program Title	NA	
<input type="checkbox"/> New Program (Part III)	(Major __, Option __; Minor __; or Certificate __)		
<input type="checkbox"/> Program Revision (Part III)			
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:		<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-2008	Graduate Council*		NA
<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs		
College Curriculum Committee	9-25-08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>		10/16/08
General Education Committee*	NA	Faculty Senate**		
Teacher Education Committee*	NA	Board of Regents**		
		Council on Postsecondary Edu.***		

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
To create COR 300 and add it to the core curriculum

A. 2. Effective date: (Example: Fall 2001)
Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
To create a new course that is writing intensive and that combines the content of two courses being dropped from the curriculum – COR 100 and 490.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 300 Careers and Competencies in Corrections and Juvenile Justice. (3) A. Prerequisites: COR majors – COR 201 or departmental approval. Non-majors – departmental approval. An intensive writing course that focuses on building critical thinking and communication competencies through an exploration of career options and career-related issues in corrections and juvenile justice.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	300	Fall 2009	AS _____ JS x BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. NA	
3	Lecture 3	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Cip Code (first two digits only) 43	
1		N	Class Restriction, if any: (undergraduate only)	
			FR _____	JR _____
			SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	COR majors - COR 201 or departmental approval Non-majors – departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Department of Correctional and Juvenile Justice Studies

Syllabus

Course COR 300 Careers and Competencies in Corrections and Juvenile Justice

Credit Hours: 3 hours.

Catalog Course Description

COR 300 Careers and Competencies in Corrections and Juvenile Justice. (3) A. Prerequisites: COR majors – COR 201 or departmental approval. Non-majors – departmental approval. An intensive writing course that focuses on building critical thinking and communication competencies through an exploration of career options and career-related issues in corrections and juvenile justice.

Student Learning Outcomes

At the conclusion of this course you should be able to:

- Identify your personal learning style and strengths;
- Articulate, in writing, your level of interest and suitability for a career in corrections and juvenile justice based on knowledge gained through course materials and activities;
- Apply critical thinking skills to corrections and juvenile justice issues through oral debate and written work;
- Research a contemporary corrections and juvenile justice issue;
- Prepare and deliver a brief presentation on a contemporary corrections and juvenile justice issue;
- Understand and apply key principles of writing to a contemporary corrections and juvenile justice issue.

Class Format

This class is designed to be very interactive and experiential. Students are expected to come to class prepared to participate in discussions and class exercises. Guest speakers will be visiting throughout the semester to provide students with the opportunity to learn more about the corrections and juvenile justice professions.

Course Texts

American Psychological Association. (2006). *Concise Rules of APA Style*. Washington, DC: Author.

Selected readings to be distributed in class or placed on reserved in Justice and Safety Library.

Course Requirements

- 1. One-Minute papers** – During 10 class periods throughout the semester, I will be asking students to write a one-minute paper that reflects on a current event, an assigned reading, or a class lecture or activity. These papers will be requested on a random basis. Each paper is worth 10 points each. You will earn all 10 points for a paper that reflects a well-written attempt to address the question asked; you will earn nothing for anything short of that. My purpose here is to measure the extent to which you read assigned work, attend class, and engage in the day's lecture or activity.
- 2. Is This The Career For Me? Portfolio and Reflection Paper (see attached).** Throughout the semester you will maintain a portfolio on activities, readings, exercises, and class notes related to careers in corrections. At the end of the semester you will write a reflection paper based on the information in your portfolio.
- 3. Class debate:** Each student will be assigned to one of 4 debate teams. The topics of the debates are to be announced later, but will be on controversial issues in corrections and juvenile justice. Preparation for the debate will require both in-class work and homework assignments. A good debate is dependent on each team having a solid grasp of both sides of the arguments. When not participating in the debate, students will serve as a referee responsible for judging the debate. Assignments will be made lottery style.
- 4. Career exploration teams:** Each student will be assigned to a team for the purpose of exploring a specific career within corrections and juvenile justice. Each team will be responsible for preparing and delivering a presentation for the rest of the class. This assignment will require both in-class work and homework assignments.
- 5. Course project** Throughout the semester, students' will be working on a course paper (6-8 pages) and presentation (7-10 minutes) on a corrections/juvenile justice issue of their choosing. Assignments throughout the semester are designed to keep you on task with the project and to provide a basis for me to provide you with ongoing feedback throughout the semester. The tasks and points possible are as follows:
 - Paper topic and project plan due (5)
 - Annotated bibliography (15)
 - Paper outline (10)
 - Draft of paper (15)

- Draft PowerPoint (10)
- Presentation (30)
- Final paper (50)

Instructor feedback will be provided through written comments and a student-instructor conference. Peer feedback will be obtained through in-class exercises.

Course Grades

Points will be accumulated as outlined above for a total of 289 points. Course grades will be based on points earned where:

A = 260 or above
 B = 235-259
 C = 202-234
 D = 173-201
 F = 172 or below

Cheating and Plagiarism

Eastern Kentucky University faculty and students are bonded by principles of truth and honesty which are recognized as fundamental for a community of teachers and scholars.

The University expects that students will honor and that faculty will honor and enforce these principles which contribute to a foundation upon which a quality education can be built. With these premises the University affirms that it will not tolerate academic dishonesty. This includes, but is not limited to, plagiarism and cheating.

Plagiarism is the act of presenting ideas, words, or organization of a source (published or not) as if they were one's own, without acknowledgement of the source. All quoted material must be in quotation marks, and all paraphrases, quotations, significant ideas, and organization must be acknowledged by footnotes or by some other form of documentation acceptable to the instructor for the course. Plagiarism also includes presenting material which was composed or revised by any person other than the student who submits it as well as the deliberate falsification of footnotes. The use of the term "material" refers to work in any form including written, oral, or electronic (as in the case of computer files).

Cheating includes buying, stealing, or otherwise fraudulently obtaining copies of examinations or assignments for the purpose of improving one's academic standing. During examinations or in-class work, it includes receiving information from others and referring to unauthorized notes or other written information. In addition, copying from others during examinations or in the preparation of homework assignments is a form of cheating.

Computers should not be used to acquire information in conflict with academic honesty policy. Furthermore, the Code of Ethics for Computing and Communications make it the responsibility of computer users to keep information, data, and programs in their computer accounts secure from others. (Eastern Kentucky University Student Handbook [UHS], Page 31.)

Academic Accommodations Policy

If there is any individual in this class who is in need of academic accommodations and who is registered with the Office of Services for Students with Disabilities, please make an individual appointment with the course instructor to discuss accommodations. Upon individual request this syllabus can be made available in alternative forms. If any individual who is not registered with the Office of Services for Students with Disabilities has need of academic accommodations, please contact the Office directly either in person on the first floor of the Turley House or by telephone at (859) 622-1500 V/TTY.

Tentative Course Schedule

Week	Topic
Week 1	Introduction to Course, Peers, Major
Week 2	Introduction to Corrections/Juvenile Justice Careers
Week 3	Library instruction Information literacy
Week 4	Avoiding plagiarism APA Style
Week 5	Writing workshop
Week 6	Critical Thinking: 8 elements of thought Article analysis
Week 7	Critical Thinking: Standards of Intellectual Thinking
Week 8	Critical Thinking: Controversial issues in Corrections and Juvenile Justice--Class Debates
Week 9	Decision-making in Corrections and Juvenile Justice
Week 10	Career Assessment (Do What You Are)
Week 11	Safety Issues in Corrections/Juvenile Justice
Week 12	Diversity in Corrections/Juvenile Justice
Week 13	Career Presentations

Week 14	Career Presentations
Week 15	Project Presentations
Week 16	Project Presentations

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
____ New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 301	
____ Course Dropped (Part II)	*Course Title (30 characters)	Institutional Corrections	
____ New Program (Part III)	*Program Title	_____	
____ Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 301 Institutional Corrections. (3) A. Prerequisites: COR majors - COR ~~400 and 201~~ and 300 or departmental approval. Non-majors- COR 201 or departmental approval. Surveys history and current status of jails and various types of adult prisons with emphasis on punishment rationales, institutional programs and procedures, inmates' social structures, correctional officers, and contemporary issues.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	301	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	COR majors - COR 201 and 300 or departmental approval Non-majors - COR 201 or departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 310	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Foundations of Correctional and Juvenile Justice Practice	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	Date		Date
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 310 Foundations of Correctional and Juvenile Justice Practice. (3) A. Prerequisite: COR Majors - COR ~~400~~ 300 or departmental approval. Non-Majors – No prerequisite required. Provides a basis for informed responses to delinquency and crime. Examines the conceptual foundations of correctional and juvenile justice practice from a multidisciplinary standpoint and implications for the effectiveness of these practices.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	310	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	COR majors - COR 300 or departmental approval Non-majors – no prerequisite required
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
____ New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 315	
____ Course Dropped (Part II)	*Course Title (30 characters)	Legal and Ethical Issues in Adult Corrections	
____ New Program (Part III)	*Program Title		
____ Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate __)	
____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>			
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 315 Legal and Ethical Issues in Adult Corrections. (3) A. Prerequisites: COR majors - COR ~~400 and 201~~ and 300 or departmental approval. Non-majors - ~~COR 201 or departmental approval~~ no prerequisite required. An overview of legal issues and court decisions related to adult corrections. An analysis of the various ethical issues surrounding adult correctional contexts and practices.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	315	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	COR majors - COR 201 and 300 or departmental approval Non-majors – no prerequisite required
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 316	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Legal and Ethical Issues in Juvenile Justice	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change prerequisites</p> <p>A. 2. Effective date: (Example: Fall 2001) Fall 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action: COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 316 Legal and Ethical Issues in Juvenile Justice. (3) A. Prerequisites: COR majors - COR 400 and 201 and 300 or departmental approval. Non-majors - ~~COR 201 or departmental approval~~ no prerequisite required. An overview of legal issues and court decisions related to juvenile justice. An analysis of the various ethical issues surrounding juvenile justice contexts and practices.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	316	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	COR majors - COR 201 and 300 or departmental approval Non-majors – no prerequisite required
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 321	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Juvenile Corrections	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	Date		Date
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 321 Juvenile Corrections. (3) A. Prerequisites: COR majors - COR ~~400~~, 201, 300, and 311, or departmental approval. Non-majors - COR ~~201~~ and 311, or departmental approval. Examines the extent to which juvenile correctional interventions are used. Provides an in-depth analysis of various correctional responses to juvenile offenders including diversion, community-based, and residential programs.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	321	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	COR majors - COR 201, 300, 311, or departmental approval Non-majors – COR 311 or departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 330	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Community Corrections	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate __)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	Date		Date
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 330 Community Corrections. (3) A. Prerequisites: COR majors – COR ~~400 and 201~~ and 300 or departmental approval. Non-majors - COR 201 or departmental approval. Surveys history and current status of community correctional programs, including diversion, probation, parole, and other community programs for adult offenders, with emphasis on programmatic philosophies, operations, effectiveness, and other related issues.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	330	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	COR majors - COR 201 and 300 or departmental approval Non-majors – COR 201 or departmental approval
Course Prefix and No.	

Test Scores

Minimum GPA (when a course grouping or student cumulative GPA is required)

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 340	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Correctional and Juvenile Justice Administration	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 340 Correctional and Juvenile Justice Administration (3) A. Prerequisites: COR majors – COR ~~100 and 201~~ and 300 or departmental approval. Non-majors - COR 201 or departmental approval. Application of management concepts to corrections with emphasis on organizational structure, planning, decision making, and directing.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	340	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	COR majors - COR 201 and 300 or departmental approval Non-majors – COR 201 or departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form (Present only one proposed curriculum change per form) (Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input checked="" type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name College *Course Prefix & Number *Course Title (30 characters) *Program Title *Provide only the information relevant to the proposal.	Correctional & Juvenile Justice Studies Justice & Safety COR 349 Applied Learning in Corrections and Juvenile Justice _____ (Major ____, Option ____, Minor ____, or Certificate ____)
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	9-15-08	Graduate Council* NA
Is this a SACS Substantive Change? Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____ WITHDRAWN
General Education Committee*	NA	Faculty Senate** NA
Teacher Education Committee*	NA	Board of Regents** NA
		Council on Postsecondary Edu.*** NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change prerequisites</p> <p>A. 2. Effective date: (Example: Fall 2001) Fall 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>	
<p>B. The justification for this action: Approval alone is sufficient.</p>	
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>	

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 349 Applied Learning in Corrections and Juvenile Justice. (1-6) A. Prerequisites: ~~COR Majors -- COR 100 and 201, 30 hours of college coursework and departmental approval. Minors -- COR 201, 30 hours of college coursework and departmental approval.~~ Work under faculty and field supervisor, in placements related to academic studies. ~~One to six hours credit is available.~~ Total hours: six baccalaureate. A minimum of 80 hours work experience is required for each academic credit.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	349	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	30 hours of college coursework and departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

**Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)**

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 349 A-N	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Cooperative Study: Corrections and Juvenile Justice	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change prerequisites</p> <p>A. 2. Effective date: (Example: Fall 2001) Fall 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action: Approval alone is sufficient.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 349 A-N Cooperative Study: Corrections and Juvenile Justice. (1-6) A. Prerequisites: ~~COR Majors -- COR 100 and 201~~, 30 hours of college coursework and departmental approval. ~~Minors -- COR 201, 30 hours of college coursework and departmental approval.~~ Work under faculty and field supervisor, in placements related to academic studies. ~~One to six hours credit is available.~~ Total hours: six baccalaureate. A minimum of 80 hours work experience is required for each academic credit.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	349 A-N	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	30 hours of college coursework and departmental approval
Course Prefix and No.	

Test Scores

Minimum GPA (when a course grouping or student cumulative GPA is required)	
--	--

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 350	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Rehab. Strategies for Adult and Juvenile Offenders	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate __)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 350 Rehabilitation Strategies for Adult and Juvenile Offenders. (3) A. Prerequisites: COR majors – COR-100 and 201 and 300 or departmental approval. Non-majors – ~~COR-201 or departmental approval~~ no prerequisite required. An in-depth examination of the treatment role of the correctional worker in juvenile and adult settings. Includes an historical and theoretical review with particular emphasis on contemporary approaches to treatment. Both institutional and community-based efforts are discussed.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	350	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	COR majors - COR 201 and 300 or departmental approval Non-majors – no prerequisite required
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

**Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)**

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 375	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Applied Skills Practicum	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate __)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 Approval is sufficient.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 375 Applied Skills Practicum (1-6) A. Prerequisites: ~~COR Majors -- COR 100, 201~~ and departmental approval. ~~Non-Majors COR 201 and departmental approval.~~ Designed primarily for in-service personnel and others where COR 349 is inappropriate, this course provides the student with opportunity to integrate academic knowledge with a field experience.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	375	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	Departmental Approval
Course Prefix and No.	

Test Scores

Minimum GPA (when a course grouping or student cumulative GPA is required)

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

**Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)**

Part I

(Check one)	Department Name	Correctional and Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice and Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 423	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Topical Seminar: _____	
<input type="checkbox"/> New Program (Part III)	*Program Title	NA	
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate __)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	Date		Date
Departmental Committee	09/15/08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To increase retake hours and change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 It is appropriate that students be allowed to retake COR 423 up to 12 hours (provided the subject matter differs), and this will insure consistency with COR 320. COR 300 is needed as a prerequisite, replacing 100 for majors.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 423 Topical Seminar_____. (1-3) A. Prerequisites: COR majors – COR ~~100 and 201~~ and 300 or departmental approval. Non-majors – COR 201 or departmental approval. Intensive study of selected topics related to corrections and juvenile justice. May be retaken to a maximum of ~~six~~ twelve hours on different topics.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	423	Fall 2009	AS _____ JS <u>X</u> BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. <u>12</u>	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	COR majors – COR 201 and 300 or departmental approval
Course Prefix and No.	Non-majors – COR 201 or departmental approval
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 450S	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Service Learning in Corrections	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change prerequisites</p> <p>A. 2. Effective date: (Example: Fall 2001) Fall 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action: Approval is sufficient.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strickthrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strickthrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 450S Service Learning in Corrections: _____. (3) A. Prerequisites: ~~COR majors — COR 100 and 201 or~~ departmental approval. ~~Non-majors — COR 201 or departmental approval.~~ Intensive study of selected topics on corrections and juvenile justice. Students will engage in an experiential, or service, activity related to the topic. May be retaken for a maximum of six hours on different topics.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

New or Revised* Program Text

(*Use ~~strickthrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	450S	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)	
Course Prefix and No.	
Course Prefix and No.	
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	Departmental Approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 460	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Independent Study	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate ____)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	Date		Date
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To change prerequisites

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:
 Approval is sufficient.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 460 Independent Study. (1-6) A. Prerequisites: ~~COR Majors -- COR 100, 201, and~~ departmental approval. ~~Non-Majors -- COR 201 and~~ departmental approval. Individual study and/or research on a problem pertaining to corrections and/or juvenile justice. Student must have the independent study proposal form approved by the faculty supervisor and department chair prior to enrollment.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	460	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites ****See definitions on following page****

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	Departmental Approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	COR 470	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Delinquency and Crime Prevention	
<input type="checkbox"/> New Program (Part III)	*Program Title		
<input type="checkbox"/> Program Revision (Part III)		(Major ____, Option ____, Minor ____, or Certificate __)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To change prerequisites</p> <p>A. 2. Effective date: (Example: Fall 2001) Fall 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>
<p>B. The justification for this action: COR 100 has been dropped from the curriculum, and 300 is being added as the appropriate prerequisite course.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

COR 470 Delinquency and Crime Prevention. (3) A. Prerequisites: COR majors - COR ~~400 and 201~~ and 300 or departmental approval. Non majors – COR 201 or departmental approval. Explores various strategies for prevention of adult and juvenile crime with particular attention to the theoretical and empirical bases for these approaches. Students will develop a crime prevention plan.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text(*Use ~~striketrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new** or **changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
COR	470	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CORS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
			FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	COR majors - COR 201 and 300 or departmental approval Non-majors – COR 201 or departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Curriculum Change Form (Present only one proposed curriculum change per form) (Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one) New Course (Parts II, IV)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Justice & Safety	
<input type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	_____	
<input type="checkbox"/> New Program (Part III)	*Course Title (30 characters)	_____	
<input checked="" type="checkbox"/> Program Revision (Part III)	*Program Title	Correctional & Juvenile Justice Studies BS (Major <u> x </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	Date	Date
Departmental Committee	9-15-08	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	9-25-2008	Council on Academic Affairs Approved _____ Disapproved _____
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 *** Approval/Posting needed for new degree program or certificate program
******If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.**

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To revise the BS program to drop COR 100 and 490, add COR 300 and 340, explicitly require a 2.0 GPA in major requirements, and clarify general education requirements

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action: Content from 100 and 490 can be effectively combined into the 300 level course, and faculty believe COR 340 needs to be added to the core.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: No impact is projected.

Operating Expenses Impact: No impact is projected.

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strike through~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strike through~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strike through~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

The Department of Correctional and Juvenile Justice Studies offers a baccalaureate degree as well as professional certificates in Correctional Intervention Strategies and in Youth Services. Graduates of the department are expected to: 1) understand historical, legal, theoretical, research, and conceptual/operational foundations of the field; 2) possess competencies relevant to adult corrections and juvenile justice including communication, problem solving and decision making, and interpersonal relations; 3) be qualified for careers in adult correctional, juvenile justice, and related human services agencies; and 4) be prepared for further education. Students are encouraged to take advantage of opportunities to enrich learning and enhance their employment potential through involvement in faculty research projects and service learning experiences in a variety of professional agencies.

Baccalaureate Degree

CORRECTIONAL AND JUVENILE JUSTICE STUDIES (B.S.)

CIP Code: 43.0102

Major Requirements.....36 hours

~~COR 100, 201, 300, 310, 340, 350, 388, 400, 490~~, six hours of Correctional and Juvenile Justice Studies electives, and nine hours within either the Adult Corrections option or the Juvenile Justice option. (Students may choose to complete both these options in lieu of completing the six elective hours, but such students will complete a minimum of 39 hours of major coursework.) ~~Students must enroll in COR 100 the first semester this course is offered following declaration of a major in Correctional and Juvenile Justice Studies.~~

Adult Corrections Option: COR 301, 315, and 330.

Juvenile Justice Option: COR 311, 316, and 321

NOTE: Majors must have a minimum grade point average of at least 2.0 across major core, option, and elective course requirements in order to graduate.

General Education Requirements.....48 hours

Standard General Education program. Refer to Section Four of this *Catalog* for details on the General Education and University requirements. NOTE: Correctional and Juvenile Justice Studies majors may not use courses from Block V (Social and Behavioral Sciences) to complete Block VIII (Depth of Knowledge) requirements.

University Requirement.....1 hour

JSO 100

Free Electives.....43 hours***Total Curriculum Requirements.....128 hours**

*Correctional and Juvenile Justice Studies majors not having a second major or minor are required to devote at least nine of these 43 hours to coursework from at least two of the following programs in consultation with the major advisor; observe prerequisites: Criminal Justice Studies, Police Studies, Child and Family Studies, Political Science, Psychology, Recreation, Social Work, Sociology, and any foreign language. These nine hours may not be used to fulfill general education requirements. Also, a minimum GPA of 2.0 is required in these nine hours.

ONLINE COURSE WORK

The major requirements for the B.S. degree, as well as coursework required for professional certificates (see below), may be completed online. In addition to satisfying Eastern Kentucky University's (EKU's) requirements for full freshman admission or provisional admission, admission to an online cohort requires either that students reside at least 60 miles from campus, or if they reside closer, demonstrate a rationale that is satisfactory to the department for pursuing requirements online. Admission to pursue BS major requirements online further requires a composite ACT score of 20 or greater. Students with composite ACT scores of 18 or 19 may be admitted on a probationary basis but are required to furnish a writing sample. Though students transferring from another accredited institution are not required to submit test scores, such students must meet EKU's requirements for admission as a transfer student. In addition, transfer students must have an overall 2.5 or greater grade point average (GPA) on a 4.0 scale on all work from accredited institutions. Transfer students with overall GPAs less than 2.5 but at least 2.0 may be admitted on a probationary basis but are required to furnish a writing sample. The requirement that B.S. students must earn a minimum of 30 of the last 36 hours through EKU is waived for students pursuing these B.S. major requirements online. However, for the BS degree, a minimum of 32 hours must be earned through EKU. Visit www.corrections.eku.edu and contact the Undergraduate Online Program Coordinator for additional details.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number		
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)		
<input type="checkbox"/> New Program (Part III)	*Program Title	Correctional & Juvenile Justice Studies Minor	
<input checked="" type="checkbox"/> Program Revision (Part III)		(Major __, Option __; Minor <u>x</u> ; or Certificate __)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i>	Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	
Teacher Education Committee*	NA	Board of Regents**	
		Council on Postsecondary Edu.***	

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To revise the minor program to incorporate COR 340

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action COR 340 is an appropriate course for students to select.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: No impact is projected.

Operating Expenses Impact: No impact is projected.

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)**Part III. Recording Data for New, Revised, or Suspended Program**

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and *underlines* for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Minor**MINOR IN CORRECTIONAL AND JUVENILE JUSTICE STUDIES**

Complete COR 201, 315 or 316, 350, and nine hours of Correctional and Juvenile Justice Studies electives. Six of the nine elective hours must be chosen from the following: COR 301, 310, 311, 321, 330, 340, 388, and 400.

Curriculum Change Form (Present only one proposed curriculum change per form) (Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input checked="" type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Correctional and Juvenile Justice Studies</u> College <u>Justice and Safety</u> *Course Prefix & Number _____ *Course Title <u>(30 characters)</u> _____ *Program Title <u>Professional Certificate in Youth Services</u> (Major ____, Option ____, Minor ____, or Certificate <u>X</u>) *Provide only the information relevant to the proposal.																													
Proposal Approved by: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 30%; text-align: center;"><u>Date</u></td> <td style="width: 30%;"></td> <td style="width: 10%; text-align: center;"><u>Date</u></td> </tr> <tr> <td>Departmental Committee</td> <td style="text-align: center;">09/15/08</td> <td>Graduate Council*</td> <td style="text-align: center;">NA</td> </tr> <tr> <td colspan="2"> <i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/> </td> <td>Council on Academic Affairs</td> <td style="text-align: center;"><u>WITHDRAWN</u></td> </tr> <tr> <td>College Curriculum Committee</td> <td style="text-align: center;">9-25-2008</td> <td>Approved _____ Disapproved _____</td> <td></td> </tr> <tr> <td>General Education Committee*</td> <td style="text-align: center;">NA</td> <td>Faculty Senate**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td>Teacher Education Committee*</td> <td style="text-align: center;">NA</td> <td>Board of Regents**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td></td> <td>Council on Postsecondary Edu.***</td> <td style="text-align: center;">NA</td> </tr> </table>				<u>Date</u>		<u>Date</u>	Departmental Committee	09/15/08	Graduate Council*	NA	<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	<u>WITHDRAWN</u>	College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____		General Education Committee*	NA	Faculty Senate**	NA	Teacher Education Committee*	NA	Board of Regents**	NA			Council on Postsecondary Edu.***	NA
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Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To revise the juvenile certificate program to remove COR 100 and include COR 340</p> <p>A. 2. Effective date: (Example: Fall 2001) Fall 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>	
<p>B. The justification for this action: COR 100 is being dropped from the curriculum, and 340 is an appropriate course to include in the certificate.</p>	
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: None</p> <p>Operating Expenses Impact: None</p> <p>Equipment/Physical Facility Needs: None</p> <p>Library Resources: None</p>	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

PROFESSIONAL CERTIFICATE IN YOUTH SERVICES

This certificate includes 15 hours of required courses and 9 hours of electives and is available in both traditional and online formats. Courses include content that reflects the theoretical and contemporary issues facing juvenile justice professionals. The program will enhance student knowledge regarding effective juvenile justice interventions, provide students with practical knowledge that can be used in their daily work, and for students interested in continuing their education and provide a first step toward degree completion.

Required Courses:

- ~~COR 100: Orientation to Correctional and Juvenile Justice Studies Major (3)~~
- COR 311: The Juvenile Justice System (3)
- COR 316: Legal and Ethical Issues in Juvenile Justice (3)
- COR 321: Juvenile Corrections (3)
- COR 340: Correctional and Juvenile Justice Administration (3)
- COR 350: Offender Rehabilitation Strategies (3)

Nine hours of electives selected from:

- COR 201: Introduction to Corrections and Juvenile Justice (3)
- COR 310: Foundations of Correctional and Juvenile Justice Practice (3)
- COR 320: Professional Development Seminar for Corrections and Juvenile Justice*
- ~~COR 340: Correctional and Juvenile Justice Administration (3)~~
- COR 423: Topical Seminar: _____ **

*Can be taken for up to 12 hours under different topics including mental health needs of youth in the juvenile justice system, intervening with drug-involved youth, gang identification and intervention, and diversity in corrections and juvenile justice.

**Can be taken for up to ~~6~~ 12 hours under different topics including working effectively with girls in the juvenile justice system, and intervening with juvenile sex offenders.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Correctional & Juvenile Justice Studies	
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number		
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)		
<input type="checkbox"/> New Program (Part III)	*Program Title	Professional Certificate in Correctional Intervention Strategies	
<input checked="" type="checkbox"/> Program Revision (Part III)		(Major __, Option __; Minor __; or Certificate __x__)	
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	Date		Date
Departmental Committee	9-15-08	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	9-25-2008	Approved _____ Disapproved _____	WITHDRAWN
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
 To revise the adult certificate program to remove COR 100 and include COR 340

A. 2. Effective date: (Example: Fall 2001)
 Fall 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action: COR 100 is being dropped from the curriculum, and 340 is an appropriate course to include in the certificate.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: No impact is projected.

Operating Expenses Impact: No impact is projected.

Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~strikethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

PROFESSIONAL CERTIFICATE IN CORRECTIONAL INTERVENTION STRATEGIES

This certificate includes 18 hours of required courses and 6 hours of electives and is available in both traditional and online formats. Courses include content that reflects the theoretical and contemporary issues facing corrections professionals. The program will enhance student knowledge regarding effective correctional interventions, provide students with practical knowledge that can be used in their daily work, and for students interested in continuing their education, provide a first step toward degree completion.

Required Courses:

- ~~COR 100: Orientation to Correctional and Juvenile Justice Studies Major (3)~~
- COR 201: Introduction to Corrections and Juvenile Justice (3)
- COR 301: Institutional Corrections (3)
- COR 315: Legal and Ethical Issues in Adult Corrections (3)
- COR 330: Community Corrections (3)
- COR 340: Correctional and Juvenile Justice Administration (3)
- COR 350: Offender Rehabilitation Strategies (3)

Six hours of electives selected from:

- COR 310: Foundations of Correctional and Juvenile Justice Practice (3)
- COR 320: Professional Development Seminar for Corrections and Juvenile Justice *
- ~~COR 340: Correctional and Juvenile Justice Administration (3)~~
- COR 423: Topical Seminar: _____ **

*Can be taken for up to 12 hours under different topics including mental health needs of offenders, intervening with drug-involved offenders, treatment and supervision of adult sex offenders, gang identification and intervention, and diversity in corrections and juvenile justice.

**Can be taken for up to ~~6~~ 12 hours under different topics including American jails, women in corrections, and death penalty.



EASTERN KENTUCKY UNIVERSITY

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Office of Academic Affairs and Research
Office of the Dean
University Programs

201 Keen Johnson
521 Lancaster Avenue
Richmond, Kentucky 40475-3163
(859) 622-2222 Fax (859) 622-5018

TO: Council on Academic Affairs

FROM: Sherry Robinson
Special Assistant to the Provost for Academics, Policy, and Governance

DATE: October 3, 2008

RE: Agenda Items for 10/16/08 Council on Academic Affairs meeting

The following items are being submitted from the Office of Academic Affairs to the Council on Academic Affairs for the October 16, 2008 meeting:

Revision of Coursework Transfer after Dismissal regulation *Action Item*

EKU's current policy, which does not allow students who are dismissed from EKU to transfer coursework back to EKU that is taken during dismissal, does not conform to best practices. Our state peers and benchmarks do not penalize students in this way. If students are able to demonstrate success in coursework, they should be able to transfer that coursework to EKU regardless of their circumstances. Further, students are more likely to return to EKU if they can transfer coursework taken during a dismissal.

Revision of Declaring a Major regulation *Action Item*

Students would be required to declare a major during the semester in which they register for their 45th hour.

Revision of Baccalaureate Degree Requirements regulation *Action Item*

The baccalaureate degree requirement for a minimum of 128 hours would be revised to 120 hours. Degree programs that wish to use the 120 hours would have that option but degree programs that want or need more hours would still have the ability to require more hours.



Eastern Kentucky University is an Equal Opportunity/Affirmative Action Employer and Educational Institution



University Policy Impact Statement

Date Sep 2, 2008 Check One: Revision of Existing Policy New Policy

Policy Number _____ (If known) Policy Name Coursework Transfer After Dismissal

Originator(s) Graduation and Retention Task Force, Enrollment Management

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

EKU's current policy does not conform to best practices. Our state peers and benchmarks do not penalize students in this way. If students are able to demonstrate success in coursework at another regionally-accredited university, they should be able to transfer that coursework to EKU regardless of their circumstances. Further, students are most likely to return to EKU if they can transfer coursework taken during a dismissal or a suspension period.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

The proposed change honors EKU's "most central core value" of student success by allowing students who have been able to achieve passing grades while on dismissal to transfer that coursework and by enabling these students to "finish what they started." The proposed change is also consistent with EKU's transfer policy.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

No significant resources are needed to implement the policy change and maintain compliance.

List Key Stakeholders who have been consulted. Indicate action taken and the date it was taken. Attach additional page if necessary.

<u>Council on Academic Affairs</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>10/16/08 Approved</u>
<u>Faculty Senate</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
<u>Provost Council</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Mar 28, 2008</u>
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____

Executive Policy Group Only

Board Approval Required

Additional Pages Attached # of additional pages

Print Form

Coursework Transfer after Dismissal (Revision)

Current wording: (Pg. 44 current catalog)

During a dismissal period, a student will be ineligible to enroll for any credits at Eastern Kentucky University; furthermore, the University will not accept any transfer course work earned during this period.

Proposed wording:

During a dismissal period, a student will be ineligible to enroll for any credits at Eastern Kentucky University; ~~furthermore, the University will not accept any transfer course work earned during this period.~~ however, course work earned at another regionally-accredited university during this period will be considered for transfer to ECU. Students should consult with their advisor or college for the applicability of course work taken at another institution to their degree program at ECU.



University Policy Impact Statement

Date Sep 2, 2008 Check One: Revision of Existing Policy New Policy

Policy Number _____ (If known) Policy Name Declaring a Major

Originator(s) Graduation and Retention Task Force, Enrollment Management

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

1) Currently, undeclared freshmen at EKU are advised at a ratio of 400 advisees to 1 academic advisor.
 2) Students associated with a major or a college are retained at higher rates.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

The proposed change honors EKU's "most central core value" of student success by encouraging retention.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

No significant resources are needed to implement the policy change and maintain compliance.

List Key Stakeholders who have been consulted. Indicate action taken and the date it was taken. Attach additional page if necessary.

<u>Council on Academic Affairs</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>10/16/08 Approved</u>
<u>Faculty Senate</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
<u>Provost Council</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____

Executive Policy Group Only

Board Approval Required

Additional Pages Attached # of additional pages

Print Form

Declaring a Major (Revision)

Current wording: (Pg. 50 current catalog)

. . . Students must officially declare a major prior to registration during the semester in which they are registered for their 60th hour.

Proposed wording: (Effective Fall 2009)

. . . Students must officially declare a major prior to registration during the semester in which they register for their 45th hour.



University Policy Impact Statement

Date Sep 2, 2008 Check One: Revision of Existing Policy New Policy

Policy Number (if known) _____ Policy Name Baccalaureate Degree Requirements

Originator(s) Graduation and Retention Task Force, Enrollment Management

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

1. All but three of EKU's benchmarks require between 120-124 credit hours.
2. Murray State University requires 120 hours.
3. A number of states are setting the maximum hours at 120 and 124.
4. Some EKU degrees require 25-45 hours in free electives.
(See attached sheet.)

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

The proposed change honors EKU's "most central core value" of student success by encouraging retention and graduation.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

No significant resources are needed to implement the policy change and maintain compliance.

List Key Stakeholders who have been consulted. Indicate action taken and the date it was taken. Attach additional page if necessary.

<u>Council on Academic Affairs</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>10/16/08 Approved</u>
<u>Faculty Senate</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
<u>Provost Council</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Mar 28, 2008</u>
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____

Executive Policy Group Only
 Board Approval Required

Additional Pages Attached # of additional pages

Print Form

Baccalaureate Degree Requirements

Justification for Proposed Changes or for New Policy (continued from page one)

5. Financial indebtedness becomes a factor for seniors, especially as tuition costs continue to rise.
6. Degree programs that wish to use the 120 hours would have that option but degree programs that want or need more hours would still have the ability to require more hours. There would be no need for special permission to go above 120 hours.

Baccalaureate Degree Requirements (Revision)

Current wording: (Pg. 48 current catalog)

To qualify for a baccalaureate degree, students must satisfy the following requirements:

3. Complete a minimum of 128 semester credit hours, with at least 43 hours at the 300 level or above.

Proposed wording: (Effective Fall 2009)

3. Complete a minimum of 120 semester credit hours, with at least 43 hours at the 300 level or above. Because degree requirements may differ, students should refer to the Catalog for the requirements for specific programs.



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Office of the Registrar

Academic Affairs and Research
Enrollment Management
Office of the Registrar

SSB CPO 58, 521 Lancaster Avenue
Richmond, KY 40475-3158
Phone: (859) 622-3876

TO: Council on Academic Affairs

FROM: Gary Kuhnenn, Interim Assoc. VP for Enrollment Management

DATE: September 30, 2008

RE: Agenda Items for October 16, 2008 CAA Meeting

I. Subsequent Degree Requirements

Action Item CAA Approved
10/16/08

The catalog policy language regarding Subsequent Degrees (section Subsequent Degrees, pg. 49 of the Undergraduate Catalog) is currently being interpreted by the University community in two distinct ways. This is resulting in inconsistent application of the policy.

The current *Catalog* language notes,

“Students having earned one degree, either from Eastern Kentucky University or from another regionally accredited institution, may subsequently pursue an additional degree, either associate or baccalaureate, by completing all requirements of the subsequent degree, including major, supporting, and general education requirements. While some of the hours earned from the earlier degree may count toward the subsequent degree, students must earn at least 16 approved semester hours for an associate degree beyond those required for the earlier degree. A subsequent baccalaureate degree requires at least 32 approved hours beyond those required for the earlier degree. Hours required for both degrees must be taken at Eastern Kentucky University or, as approved by the dean of the college awarding the subsequent degree, at another regionally accredited institution. Students who have completed a previous degree elsewhere and apply to Eastern Kentucky University should have official transcripts from the institutions previously attended sent to Eastern Kentucky University’s Admissions Office.”

MOTION: Revise the catalog language to state:

Students having earned one degree, either from Eastern Kentucky University or from another regionally accredited institution, may subsequently pursue an additional degree, either associate or baccalaureate, by completing all requirements of the subsequent degree, including major, supporting, and general education requirements. ~~While some of the hours earned from the earlier degree may count toward the subsequent degree,~~ Hours earned prior to the awarding of a first baccalaureate or associate degree may be counted toward the minimum required to earn a subsequent baccalaureate or associate degree. Students must earn at least 16 approved semester hours for an associate degree beyond

those required for the earlier degree. A subsequent baccalaureate degree requires at least 32 approved hours beyond those required for the earlier degree. Hours required for both degrees must be taken at Eastern Kentucky University or, as approved by the dean of the college awarding the subsequent degree, at another regionally-accredited institution. Students who have completed a previous degree elsewhere and apply to Eastern Kentucky University, should have official transcripts from the institutions previously attended sent to Eastern Kentucky University's Admissions Office

II. Undergraduate and Graduate Course Load

Action Item CAA Approved
10/16/08

Affirm adherence to the University standard of a maximum course load of 21 credit hours per semester for undergraduate students and 15 credit hours for graduate students.

MOTION: Affirm adherence to the current policy. (Adherence to the current policy will not allow exceptions to be made to the "absolute maximum" course loads.)

Revise *Catalog* text to clarify current policy.

Student Load

A full-time student is one who enrolls in 12 or more credit hours during a fall or spring term. Students carrying fewer than 12 credit hours are considered part time. A student who has established ~~superior records~~ a superior academic record may be permitted to enroll for more than 18 hours by the dean of the college of the student's first major. The absolute maximum load is 21 credit hours.

Ten semester hours is considered a normal load for the summer term. Twelve credit hours is the maximum enrollment allowed for the summer term. For enrollment verification purposes, 10 credit hours and above is considered full time summer status for undergraduate students, 6 credit hours is full time summer status for graduate students. However, for financial aid purposes and loan consideration, full-time status is twelve or more semester hours in any academic term. A student who has established a superior academic record may be permitted to enroll for more than 12 hours by the dean of the college of the student's first major. The absolute maximum is 15 hours. The above limitations apply to all enrollments or combinations of enrollments for the term specified, including campus classes, regional campus classes, correspondence study (refer to the *Correspondence Course Bulletin*), and enrollments at other institutions. ~~The Registrar will not record credits beyond these maximums.~~ (Pg. 46, 2008-09 *Eastern Kentucky University Undergraduate Catalog*.)

Revise *Graduate Catalog* language:

Academic Load

During the fall and spring term the normal full-time course load for a graduate student is 9-12 credit hours. Exceptional graduate students may request ~~dean's~~ permission from the dean of the college of their first major to register for

additional course work, up to a maximum enrollment of 15 credit hours. Graduate assistants are permitted to carry a maximum course load of 12 hours and a minimum load of nine hours of graduate work toward their program. Six semester hours is considered a normal graduate student course load for the summer term. For enrollment verification and financial aid purposes 6 - 12 credit hours is full time summer status for graduate students. A graduate student who has established a superior academic record may petition the dean of the college of the student's major for permission to enroll in excess of 12 credit hours during the summer term; however the absolute maximum summer course load is 15 hours. (Pg. 31, 2008-09 Eastern Kentucky University Graduate Catalog.)

III. Latin Honors

Action Item CAA Approved
10/16/08

The Latin Honors designations have been in place since 1984-85. Prior to that, the only designations were "With Distinction" and "With High Distinction." Pg. 24, 1982-84 Eastern Kentucky University Undergraduate Catalog.

The current *Undergraduate Catalog* language states:

"All students earning Latin honors must earn at least 64 credit hours at Eastern Kentucky University..." Pg. 49, Eastern Kentucky University Undergraduate Catalog.

Occasionally, some transfer students do not meet the requirement of 64 credit hours earned at Eastern Kentucky University and are disappointed they will not receive Latin Honors. Does the University wish to maintain this policy? Is this a policy for which the University will not make exceptions?

MOTION: Revise policy and Catalog language. Revision will allow transferring students to apply credits earned at other regionally-accredited institutions toward earning of Latin honors designations.

Revise *Catalog* language as follows (Pg. 49-50, Eastern Kentucky University Undergraduate Catalog.):

Latin Honors

Eastern Kentucky University recognizes graduating baccalaureate degree students who have achieved distinguished academic records by awarding their degree with Latin honors. There are three levels of Latin honors: Cum Laude ("with praise"), Magna Cum Laude ("with great praise"), and Summa Cum Laude ("with highest praise"). All students earning Latin honors must earn at least 64 credit hours take at least 25% of course work at Eastern Kentucky University, and All semester hours transferred to and attempted at Eastern Kentucky University (including those which are subsequently repeated or bankrupted) will be used in calculating each Latin honor grade point average (GPA). Latin honors GPA calculation—for recognition at the graduation commencement ceremony—does not include the final semester's course work as these calculations occur weeks before the term

has finished. However, course work hours in progress at the time commencement honors calculations are made will be counted toward the required minimum. ~~of 64 hours earned at Eastern Kentucky University.~~ Once a student's final semester has concluded and final grades are available, these grades will be considered when determining Latin honors notations for the diploma and transcript.

Cum Laude

Students earning Cum Laude must attain at least a cumulative GPA of 3.5 but less than a 3.7 on all semester hours transferred to and attempted at Eastern Kentucky University. Additionally, ~~they must earn a minimum of 64 credit hours~~ a minimum of 25% of the course work must be taken at Eastern Kentucky University.

Magna Cum Laude

Students earning Magna Cum Laude must attain at least a cumulative GPA of 3.75 but less than a 3.9 on all semester hours transferred to and attempted at Eastern Kentucky University. Additionally, ~~they must earn a minimum of 64 credit hours~~ a minimum of 25% of the course work must be taken at Eastern Kentucky University.

Summa Cum Laude

Students earning Summa Cum Laude must attain at least a cumulative GPA of 3.9 or higher on all semester hours transferred to and attempted at Eastern Kentucky University. Additionally, ~~they must earn a minimum of 64 credit hours~~ a minimum of 25% of the course work must be taken at Eastern Kentucky University.

IV. Academic Standing Minimum Scholastic Standards (See attached Impact Statement)

Action Item CAA Approved
10/16/08

The current minimum scholastic standards are complicated and very difficult for students, faculty, and administrative staff to interpret. The proposed revisions would limit the academic warning period to first semester new freshmen, revise terms and language regarding this regulation, and set the GPA minimum to 2.0 each semester.

MOTION: Approve revision of Academic Standings regulation and the resulting revision of *Catalog* language.

(See attached proposed new Academic Standings Levels, per the University Retention & Graduation Task Force.

BENCHMARK INSTITUTIONS	Latin Honors			Comments
	Summa Cum Laude	Magna Cum Laude	Cum Laude	
Arkansas State University- Main Campus	4	3.80-3.99	3.60-3.79	Cumulative GPA including transfer and ASU credits.
California State University-Chico	Top 1%	Top 3%	Top 5%	Percentages based upon the graduating class of each college within the university and shall not exceed these percentages.
University of Central Missouri	3.85-4	3.75-3.84	3.50-3.74	Student must have earned both cumulative and Central Missouri grade averages of 3.50 and a minimum of 30 credit hours at UCM.
Eastern Michigan University	3.90-4	3.70-3.89	3.50-3.69	Cumulative GPA including transfer and EMU credits.
Indiana State University	3.95-4	3.80-3.94	3.60-3.79	Transfer students must complete 62 semester hours of resident credit and have earned a 3.60 cumulative grade point average at Indiana State University before honors consideration. All academic courses from all accredited institutions are converted to a 4.00 scale and incorporated in the honors grade point average when determining honors. Only point based grade letters count towards honors calculations.
Kennesaw State University	3.90-4	3.7-3.89	3.5-3.69	Cumulative GPA including transfer and KSU credits.
Minnesota State University- Mankato	3.80-4*	3.50-3.79*	3.30-3.49*	*School does not recognize latin honors. Each honors category is recognized with a medallion and colored strap. 3.80-30/Gold, 3.50-3.79/Purple, 3.30-3.49/Purple and Gold.
Northern Michigan University	3.80-4	3.60-3.79	3.30-3.59	Cumulative GPA including transfer and NMU credits.
Sam Houston State University	3.86-4	3.67-3.85	3.50-3.66	These figures represent the overall GPA of the student (transfer and SHSU combined).
Sonoma State University	3.90-4	3.75-3.89	3.50-3.74	These figures represent the overall GPA of the student (transfer and SSU combined).
University of Massachusetts- Boston	3.75-4	3.50-3.74	3.30-3.49	Cumulative GPA including transfer and UMB credits.
University of Michigan- Flint	N/A	N/A	N/A	School does not recognize latin honors. They offer a High Honors Award/3.75-4, Honors Award/3.50-3.74. For their Management Program honors include the High Distinction Award/3.60-4, and Distinction Award/3.20-3.59. Honors in the Management Program are based upon the last 58 completed credit hours.

University of North Carolina- Greensboro	3.90-4	3.70-3.89	3.50-3.69	These figures represent the overall GPA of the student (transfer and UNC-G combined) including their last semester. Must have taken no less than 45 hours at UNC-G to qualify for Latin Honors.
University of Northern Iowa	Top 3%	Top 4%	Top 9%	To receive an honor rating, the student must earn no less than 55 semester hours of credit at this university (effective Spring 2008). Only credit earned in residence at this university is considered in making honor awards, except for students graduating with the Bachelor of Liberal Studies degree in which case both residence and non-residence credit taken at this university is considered. Percentages are based upon the cumulative GPA of a Student in their Academic Department graduating class.
University of Southern Indiana	N/A*	3.80 +	3.60-3.79	* The Student(s) with the highest cumulative GPA will be graduated with Summa cum Laude. The requirements to graduate with honors are as follows: Complete a minimum of 30 semester hours at the University in which letter grades of computable point value were received, Have a minimum cumulative grade point average of 3.6 on all courses attempted at the University, Have a minimum cumulative grade-point average of 3.6 on all academic work attempted from all institutions attended.
University of Tennessee- Chattanooga	3.90-4	3.75-3.89	3.50-3.74	Honor awards reflect both the cumulative and the UTC grade point average at the end of the final semester.
University of Wisconsin- Oshkosh	3.90-4	3.75-3.89	3.50-3.74	All units (crs.) attempted at all institutions are used to determine a student's grade point average and whether graduation is cum laude, magna cum laude, or summa cum laude. Students whose grade point average qualifies them for graduation with honors the term before they graduate will be recognized at the Commencement Ceremony. Honors designation on transcripts will be based upon the student's completed academic record.
Western Carolina University	3.90-4	3.70-3.89	3.50-3.69	Honor awards are to be distributed based upon the cumulative GPA of the student ending the semester prior to their last term.
Wichita State University	3.90-4	3.55-3.89	3.25-3.54	Honors awards based upon students cumulative GPA.



EASTERN KENTUCKY UNIVERSITY
 Formulation and Adoption of University Policies and Regulations

Last Updated April 2008
 Policy Reference 1.1.1
 Policy Reference 1.2.1

University Policy and Regulation Impact Statement

Date Sep 17, 2008 Check One: Policy Regulation
 Check One: Revision of Existing New

Policy or Regulation Number (If known) _____ Policy or Regulation Name Academic Standings

Originator(s) Retention and Graduation Task Force and Enrollment Management

Justification for Proposed Changes or for New Policy/Regulation (Attach additional sheet if necessary)

The current minimum academic standings are complicated and very difficult for students, faculty, and administrative staff to interpret. The regulation outlined below for implementing academic standards are reflective of our benchmark institutions and includes appropriate terminology for students not meeting minimum academic standards.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

The revision makes academic expectations and standings clear to students, faculty, and staff . The revised regulation is reflective of our benchmark institutions.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

Technical assistance will be needed to revise academic standing codes. The catalog and Academic Advising and Retention and Registrar's web sites will need to be updated to reflect the new regulation information.

List Key Stakeholders who have been consulted. Indicate action taken and the date it was taken.

<u>Enrollment Management (Registrar, Advising and Adm</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>October 14, 2007</u>
<u>Provost Council</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>March 28 , 2008</u>
<u>Council for Academic Affairs</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Other	Date <u>September 18, 2008</u>
<u>Faculty Senate</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Other	Date _____
<u>President</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Other	Date _____
<u>Council on Academic Affairs</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>October 16, 2008 Approved</u>

Attach additional page if necessary.

Additional Pages Attached # of additional pages



Office of Enrollment Management
Academic Standing Minimum Scholastic Standards
September 18, 2008

Below are the proposed new Academic Standing Levels per the University Retention & Graduation Task Force.

The current information is found on page 44 of the 2008-09 *Undergraduate Catalog*.

Minimum Academic Standards

Special Notice: Students having difficulty meeting the Academic Standards are strongly advised to reduce or eliminate part-time jobs and other extracurricular activities which may detract from their studies, or to reduce the number of hours for which they are enrolled.

- A. **Good Academic Standing:** Students are expected to maintain at least a 2.0 cumulative grade point average (GPA). The actions described below pertain to students whose GPA falls below 2.0. Once a student's cumulative GPA returns to 2.0 or above, they are once again in good academic standing.
- B. **Academic Warning** (pertains to first-year students only): First semester new freshmen will be placed on academic warning if they receive a GPA less than 2.0 at the conclusion of their first semester at the University. During the second semester of study, freshmen on academic warning may not enroll in more than 16 hours (during either fall or spring terms). Freshmen on academic warning may not enroll in more than six hours during a full summer term.
- C. **Academic Probation:** Beginning with the second semester of study at EKU, students will be placed on academic probation if their cumulative GPA at the end of the semester is less than 2.0. While on academic probation, students may not enroll in more than 13 credit hours (in either fall or spring terms). Students on academic probation may not enroll in more than six hours during a full summer term.
- D. **Academic Suspension:** At the end of a semester on academic probation, students who do not earn a 2.0 term GPA and whose cumulative GPA remains less than 2.0 will be placed on academic suspension. Students may be placed on academic suspension a total of three times. Students on academic suspension may not enroll in courses at EKU during the period of suspension. The suspension period for a first academic suspension following a fall semester is the spring semester; following a spring semester it is the summer and fall semester. The suspension period for a second academic suspension is one calendar year, and a third academic suspension is for two calendar years. Previously suspended students will be placed on Academic Probation upon return to EKU if they have a cumulative GPA of less than 2.0.
- E. **Academic Dismissal:** Students returning to the University at the end of a third academic suspension must earn and maintain a term GPA of 2.0 or better each semester. Students returning after a third academic suspension will be academically dismissed from the University if they have a term GPA of less than 2.0 at the end of any semester. Students who are academically dismissed may not enroll in courses at EKU for five calendar years.

If students believe their academic suspension was the result of catastrophic circumstances beyond their control, they may appeal the academic suspension to the University Readmission Appeals Committee. The appeal must be in writing and students must provide appropriate documentation supporting the appeal. Students may not appeal an academic dismissal.



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MEMORANDUM

TO: Council on Academic Affairs
 Faculty Senate
 Provost's Council

FROM: Corey Bray
 Assistant Director of Athletics for Administration

SUBJECT: Early Registration for Designated Populations

DATE: September 5, 2008

On behalf of the University Athletics Committee, Student-Athlete Advisory Committee and the Office of Services for Individuals with Disabilities, I would like to submit this memorandum, early registration policy proposal and supporting appendices for your review and comment. The policy document contains the regulation statement and supporting information in the areas of:

- 1) Purpose
- 2) Entities affected by the regulation
- 3) Who should read the regulation
- 4) Policy background
- 5) Criteria for determining designated populations
- 6) Definitions
- 7) Responsibilities
- 8) Procedures
- 9) Violations of the regulation
- 10) Interpreting authority

This memorandum serves to provide other relevant information that does not fit the policy template but will undoubtedly be useful during your discussions of this proposal.

First, in addition to the stated purpose in the policy proposal (i.e., facilitate progress toward degree completion for students in designated populations who might be hampered by scheduling conflicts), below are additional reasons for such a policy:

- Increase the likelihood of retention and graduation for designated-population students;
- Reduce the need for students to overload courses in certain semesters;
- Reduce the occurrence of registering for excessive free electives just to maintain full-time

student status;

- Advising for designated-population students can begin earlier;
- Reduce the University's (scholarships) and students' (tuition fees) expenditures on summer courses and taking courses during a fifth or subsequent year of enrollment;
- Reduce the probability of a varsity athletics team being assessed NCAA penalties for insufficient academic performance (ranging from the inability to award scholarships to loss of membership for the team in the NCAA); and
- Help student-athletes comply with NCAA progress toward degree rules.
- Allows the University staff members who serve these students to more prudently utilize their time and resources.
- Increases the likelihood of designated students to meet financial aid requirements that may otherwise be adversely affected by course withdrawals, incompletes, and failing grades.
- Aligns the University's commitment of accessibility, equity and accommodation to an operating regulation for students with disabilities; already matched by many sister institutions.

Second, under the policy background section the following information is also useful:

With the implementation of an early registration policy, designated-population students would be better able to satisfy course sequencing requirements in a timely manner. Furthermore, the need to enroll in summer classes or delay graduation by enrolling in a fifth year of study because of scheduling conflicts will be significantly reduced, if not eliminated. Retention may also be positively impacted as an unnecessary hurdle to timely graduation is eliminated. Fewer student-athletes taking summer courses or enrolling in a fifth year of study will also have a positive impact on the University's budget as the amount of money spent on summer school and fifth year scholarships will be reduced. Finally, the elimination, or at the very least the significant reduction of instances where practice/game and class schedules overlap, will be beneficial to all involved – faculty, student-athletes and coaches.

Third, under the policy adoption review and approval section the following information is also helpful:

- University Athletics Committee – This committee has reviewed the policy recommendation multiple times since November of 2004;
- Student-Athlete Advisory Committee – This committee has reviewed the policy proposal multiple times since November of 2006;
- Director, Office of Services for Individuals with Disabilities – This individual has reviewed the policy recommendation multiple times since April of 2007;
- Student Rights Committee – This committee reviewed the policy proposal on October 2, 2007;
- Student Senate – the Student Senate reviewed the policy proposal on October 30, 2007 and passed a resolution in support of the proposal (see Appendix C for the resolution).

Other groups designated by other universities for early registration are:

- Honors Students – removed from this proposal after conversations with other EKU administrators;
- Marching Band Members – removed from this proposal after conversations with other EKU administrators;
- Co-op Students – removed from this proposal after conversations with other EKU administrators;
- Student Government Participants – removed themselves from this proposal in October 2007;
- Resident Hall Advisors – removed from this proposal after conversations with other EKU administrators.

Examples of other universities with early registration policies:

- Auburn University
- California Polytechnic State University, San Louis Obispo
- Eastern Illinois University (Ohio Valley Conference Member)
- Jacksonville State University (OVC Member)
- University of Kentucky
- Ohio State University
- University of Maryland, Eastern Shore
- Morehead State University (OVC Member)
- University of North Carolina, Wilmington
- University of Oklahoma
- Sonoma State University (EKU Benchmark University)
- Southeast Missouri State University (OVC member)
- Stony Brook University
- Tennessee Tech University (OVC Member)
- Western Carolina University (EKU Benchmark University)
- Western Kentucky University
- Western Michigan University

Students Affected (Spring 2008 Data)

Class	Student Body	Student-Athletes	Student-Athletes as Percent of Student Body
Freshmen	3,334	42	1.3%
Sophomore	2,401	84	3.5%
Junior	2,539	72	2.8%
Senior	4,177	132	3.2%
Overall	12,451	330	2.7%

Class	Student Body	Students with Disabilities	Students with Disabilities as Percent of Student Body
Freshmen	3,334	235	7.0%
Sophomore	2,401	201	8.4%
Junior	2,539	157	6.2%
Senior	4,177	121	2.9%
Overall	12,451	714	5.7%

For Individuals with Disabilities:

Best estimates are that between 10%-15% of the total number of students with disabilities would qualify for early registration status; those that meet specific criteria. Specific criteria would include a careful discussion of the nature and severity of the disability, immediate need for early registration, consideration of staff resources (Interpreters) and providing the OSID with documentation of such an immediate need.



University Policy Impact Statement

Date Oct 2, 2008 Check One: Revision of Existing Policy New Policy

Policy Number _____ (If known) Policy Name Early Registration for Designated Populations

Originator(s) University Athletics Committee, Student-Athlete Advisory Committee, Office of Services for Individuals with Disabilities

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

See attached memo from Corey Bray

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

See attached memo from Corey Bray

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

Registrar's Office will need to develop methods to identify and tag designated students.

List Key Stakeholders who have been consulted. Indicate action taken and the date it was taken. Attach additional page if necessary.

<u>Committee & Offices of Sponsors (see memo)</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Nov 30, 2004</u>
<u>Student Rights Committee</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Oct 2, 2007</u>
<u>Student Senate</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Oct 30, 2007</u>
<u>Provost Council</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Other	Date <u>Sep 3, 2008</u>
<u>Council on Academic Affairs</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
<u>Faculty Senate</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____

Executive Policy Group Only

Board Approval Required

Additional Pages Attached # of additional pages

Print Form



Eastern Kentucky University
Policy Library

Policy #.#.#

Volume 4, Academic Affairs

Chapter #,

Section #, Early Registration for Designated Populations

Approval Authority:

Responsible Executive:

Responsible Office(s):

Effective:

Expires:

Last Revised:

Next Review Date:

Early Registration for Designated Populations

Policy Statement

The University acknowledges the need to make a reasonable accommodation for designated-population students who have traditionally encountered difficulty establishing academic schedules that also accommodate their special needs. Though early registration is not a right, reward, or privilege, the University will make accommodation for designated-population students by allowing them to register for classes in the following order:

- Group 1: Designated Populations, Graduates, Post Baccalaureates
- Group 2: Group 1 and Seniors
- Group 3: Group 2 and Juniors
- Group 4: Group 3 and Sophomores
- Group 5: Group 4 and Freshman
- Group 6: Group 5 and all Visiting Students, and Non-Degree Undergraduate Students

Purpose

The purpose of this policy is to facilitate progress toward degree completion for students in designated populations who might be hampered by scheduling conflicts.

Entities Affected by the Policy

- Students
- Registrar's Office
- Office of Services for Individuals with Disabilities
- Athletics Department

Who Should Read this Policy

- Office of the Registrar staff
- Office of Services for Individuals with Disabilities staff
- Athletics Department staff
- University Administrators
- Advisors
- Students

Policy #.#.#

Volume 4, Academic Affairs
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Policy Background

Without a policy allowing early registration for designated populations, some students have been unable to maintain a reasonable pace toward degree attainment. Because ECU has an obligation to comply with external regulations and rules, the University determined the need to allow designated populations to register for classes prior to other student populations. Two initial designated population groups were identified.

Students with certain disability-related needs may not achieve their academic goals within a reasonable period of time because of difficulties related to scheduling classes. Examples of appropriate disability-related situations justifying early registration status include, but are not limited to:

1. Mobility impairments that adversely impact a student's ability to get from class to class in a timely fashion;
2. The need to frequently arrange for on and off-campus service providers (personal care assistants, etc.);
3. The inability to attend classes during certain parts of the day due to documented medical needs (chemotherapy, renal dialysis, etc.); and
4. The need for services requiring significant planning on the Office of Services for Individuals with Disabilities' part to arrange (sign language interpreting, Braille, etc.).

See Appendix A for additional information from the Office of Services for Individuals with Disabilities.

The difficulty in scheduling classes is especially important to ECU student-athletes because of their need to satisfy stringent National Collegiate Athletic Association (NCAA) progress toward degree requirements which the general ECU student population is not subject to (see Appendix B for a description of those academic progress requirements). Also, student-athletes are engaged in ongoing, regularly scheduled practices each afternoon that they do not have discretion in scheduling. Furthermore, the bulk of the competitions they participate in are scheduled by the Ohio Valley Conference, not the ECU Athletics Department, and therefore the scheduling of those competitions is out of the control of the student-athletes and the Athletics Department.

Criteria

Criteria for designated population status are:

1. Students who would not otherwise achieve their academic goals within a reasonable period of time due to a disability; and
2. Students involved in service groups that do not have discretion in scheduling frequently and regularly occurring University-sanctioned service activities which **significantly** benefit the University and who also encounter problems graduating in four years because of course scheduling difficulties related to their service activities.

The Council on Academic Affairs determines whether or not a group meets the criteria for granting early registration status.

Definitions

Provost	Provost or his/her designee
Service Group Students	Students who would not otherwise achieve their academic goals within a reasonable period of time because they participate in an ongoing, University-sanctioned activity that significantly benefits the University and for which they do not have discretion in scheduling the activities.
Spirit Groups	Eastern Kentucky University cheerleading and dance teams.
Student-Athletes	Students who participate in intercollegiate sports governed by the NCAA and sponsored by the Intercollegiate Athletics Department.
Students with Disabilities	Students who are registered with the Office of Services for Individuals with Disabilities and would otherwise not achieve their academic goals within a reasonable period of time due to an on-going disability.
University	Eastern Kentucky University

Policy #.#.#

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Responsibilities

Athletics Department	<ul style="list-style-type: none"> Develop a list of students who are eligible for early registration and send it to the Office of the Registrar
Council on Academic Affairs	<ul style="list-style-type: none"> Determine whether or not a group meets the criteria for granting early registration status
Office of the Registrar	<ul style="list-style-type: none"> Implement registration process
Office of Services for Individuals with Disabilities	<ul style="list-style-type: none"> Develop a list of students who are eligible for early registration and send it to the Office of the Registrar
Student Service Groups	<ul style="list-style-type: none"> Provide evidence to the Provost supporting request for designated population status

Procedures

Applying for Designated Population Status	<p>University service groups must apply for Designated Population Status by providing the following to the Council on Academic Affairs:</p> <ul style="list-style-type: none"> Evidence of their service component (e.g., constitution, mission statement, calendar of service events, and/or evidence of participation in those events) Evidence of the lack of discretion in scheduling the activities for the students involved (e.g., activities schedule, written statement by the EKU staff member verifying the student participant list describing how the activities are scheduled)
Determining Designated Population Status	Once an application for Designated Population Status has been submitted, the Council on Academic Affairs determines whether or not a group meets the criteria for granting early registration status.
Creating Designated Population Lists	Prior to the pre-registration period in a semester, the appropriate responsible authority for a designated population creates a current, accurate list of students who are eligible for early registration and sends it to the Office of the Registrar.
Creating Registration Priorities	The Office of the Registrar will take the necessary steps to create the registration priorities, including ensuring Designated Populations have first priority.

Violations of the Policy

Repeated abuse of the ability to register for classes early as a member of a designated population may result in the temporary or permanent loss of the ability to register early for classes as determined by the Council on Academic Affairs.

Interpreting Authority

- Provost and Vice President for Academic Affairs

Policy #.#.#

Volume 4, Academic Affairs

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Relevant Links

NA

Policy Adoption Review and Approval

Draft August 29, 2008

Policy #.#.#

Volume 4, Academic Affairs

Chapter #, XXXXXXXX XXXX

Section #, Early Registration for Designated Populations

Appendix A
Office of Services for Individuals with Disabilities
Early Registration Proposal

Students with disabilities may be eligible for early registration for the purpose of class scheduling. Eligibility for early registration is determined on a case-by-case basis by the appropriate coordinator within the Disabilities Office (OSID).

Early registration status permits a student to access the registration system at any time that registration is open (regardless of number of hours earned). With assistance from the OSID, students with early registration status may be able to access the registration system at times when registration is not available to the general student population.

Eligibility is determined by examining the following questions:

1. Will early registration minimize or eliminate substantial barriers to the educational process experienced by the student due to disability?
2. Will early registration enhance the University's ability to provide appropriate accommodations for the student?

The specific nature of the disability and subsequent need for reasonable accommodation are considered when determining eligibility for early registration. Here are some examples that may warrant early registration:

1. Students who are deaf or hard of hearing who require interpreters and note-takers;
2. Students who are blind or visually impaired who require reading materials in alternate format; and
3. Students with significant mobility impairments who may require specific transportation arrangements.

Students are encouraged to contact the Office of Services for Individuals with Disabilities to discuss eligibility for early registration at 859-622-2933.

Policy #.#.#

Volume 4, Academic Affairs

Chapter #, XXXXXXXX XXXX

Section #, Early Registration for Designated Populations

**Appendix B
NCAA Progress toward Degree Requirements**

Each student-athlete must meet specific NCAA progress toward degree requirements that apply according to the student-athlete's year of initial full-time collegiate enrollment. The Office of the Registrar and the Chad Bratzke Student-Athlete Academic Success (Bratzke) Center staff regularly check each student-athlete for full-time matriculation, minimum credit hour requirements, satisfactory progress toward degree attainment and designated program of study. The Department of Athletics Compliance Office assists in that process. Student-athletes are ultimately responsible for keeping track of their own eligibility status.

NCAA Rules for Student-Athletes Who Enrolled On or After August 1, 2003

Entering Second Year of Collegiate Enrollment:

1. Earned at least 24 semester credits
2. At least 18 credits earned during the regular academic year
3. Achieved at least 90 percent of the GPA required for graduation
4. At least six credits earned per term
5. A maximum of six semester hours of remedial courses may be used in the first year

Entering Third Year of Collegiate Enrollment:

1. Earned at least 40 percent of the degree requirements
2. At least 18 credits earned during the regular academic year
3. Achieved at least 95 percent of the GPA required for graduation
4. At least six credits earned per term
5. Declaration of degree program

Entering Fourth Year of Collegiate Enrollment:

1. Earned at least 60 percent of the degree requirements
2. At least 18 credits earned during the regular academic year
3. Achieved at least 100 percent of the GPA required for graduation
4. At least six credits earned per term

Entering Fifth Year of Collegiate Enrollment:

1. Earned at least 80 percent of the degree requirements
2. At least 18 credits earned during the regular academic year
3. Achieved at least 100 percent of the GPA required for graduation
4. At least six credits earned per term



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Office of Academic Affairs and Research
Office of the Dean
University Programs

201 Keen Johnson
521 Lancaster Avenue
Richmond, Kentucky 40475-3163
(859) 622-2222 Fax (859) 622-5018

TO: Council on Academic Affairs

FROM: Onda Bennett
Interim Dean, University Programs

DATE: October 2, 2008

RE: Agenda Items for 10/16/08 Council on Academic Affairs meeting

The following items are being submitted to the Council on Academic Affairs for consideration at the October 16, 2008 meeting:

New Course Proposals

Center for Appalachian Studies

APP 200 Introduction to Appalachian Studies (General Education approved)
APP 350 Special Topics: Appalachia
APP 490 Appalachian Studies

McNair Scholars Program

GSD 401 McNair Research Symposium

Program Revision

Center for Appalachian Studies: Revision to reflect addition of new courses.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input checked="" type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Center for Appalachian Studies</u> College <u>University Programs</u> *Course Prefix & Number <u>APP 200</u> *Course Title (<u>30 characters</u>) <u>Introduction to Appalachia</u> *Program Title <u>Appalachian Studies</u> (Major ____, Option ____, Minor <u>x</u> __; or Certificate ____)																													
*Provide only the information relevant to the proposal.																														
Proposal Approved by: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 30%; text-align: center;"><u>Date</u></td> <td style="width: 30%;"></td> <td style="width: 10%; text-align: center;"><u>Date</u></td> </tr> <tr> <td>Departmental Committee</td> <td style="text-align: center;">8.20.2008</td> <td>Graduate Council*</td> <td style="text-align: center;">NA</td> </tr> <tr> <td colspan="4"> <i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/> </td> </tr> <tr> <td>College Curriculum Committee</td> <td style="text-align: center;">9-15-08</td> <td>Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/></td> <td style="text-align: center;">10/16/08</td> </tr> <tr> <td>General Education Committee*</td> <td style="text-align: center;">9-22-08</td> <td>Faculty Senate**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td>Teacher Education Committee*</td> <td style="text-align: center;">NA</td> <td>Board of Regents**</td> <td style="text-align: center;">NA</td> </tr> <tr> <td></td> <td></td> <td>Council on Postsecondary Edu.***</td> <td style="text-align: center;">NA</td> </tr> </table>				<u>Date</u>		<u>Date</u>	Departmental Committee	8.20.2008	Graduate Council*	NA	<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>				College Curriculum Committee	9-15-08	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	10/16/08	General Education Committee*	9-22-08	Faculty Senate**	NA	Teacher Education Committee*	NA	Board of Regents**	NA			Council on Postsecondary Edu.***	NA
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*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.																														

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Create an introductory course for Appalachian studies A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: Will provide an introduction to the area of Appalachian Studies.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strike through~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text
Description = 35-word limit

APP 200 Introduction to Appalachia. (3) A. An introduction to the interdisciplinary study of the Appalachian region. Special emphasis on the region's place in a national and global context, and on internal and external definitions of the region. Gen. Ed. VII

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strike through~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
(*Use ~~strike through~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
APP	200	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS _____ UP <u>X</u>	APPS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture <u>3</u>	Laboratory _____ Other _____	Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
N	3	N	FR _____	JR _____
W	3	N	SO _____	SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
Co-Requisites and Prerequisites **See definitions on following page**				
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)				
Course Prefix and No.				
Course Prefix and No.				

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3) X	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Sample Course Syllabus
APP 200: Introduction to Appalachian Studies
Three credits

Class meeting times: (variable)

Instructor information: (variable)

Pre- or Co-requisite: none

Course Description: Insert description, exactly as on course proposal form (including title, credit hours, etc)

An introduction to the interdisciplinary study of the Appalachian region. Special emphasis on the region's place in a national and global context, and on internal and external definitions of the region.

Required Texts and Course Materials:

Edwards, Grace, *et al*, eds., *A Handbook to Appalachia* (Knoxville: University of Tennessee Press, 2006)

Representative piece of Appalachian literature (e.g. James Still, *River of Earth*; Sharon McCrumb, *She Walks These Hills*; John Fox, Jr., *Trail of the Lonesome Pine*; Denise Giardina, *Unquiet Earth*)

Collection of primary sources and essential documents (e.g. William Frost's "Our Contemporary Ancestors" (1899); Loyal Jones's *Appalachian Values* (ca. 2000); Emma Bell Miles's *Spirit of the Mountains* (1905); Guy Carawan and Candie Carawan, *Voices From the Mountains* (ca. 1972))

Documentary films (e.g. *Stranger With a Camera* (2001); *High Lonesome Sound* (1962); TVA films; *Mountain Mourning*)

General Education Goals addressed in the course:

APP 200 is a general education course designed to help students:

- Use appropriate methods of critical thinking and quantitative reasoning to examine issues and to identify solutions. (General Education Goal #2)
- Analyze the social and behavioral influences that explain how people relate to each other, to institutions, and to communities. (General Education Goal #4)
- Distinguish the methods that underlie the search for knowledge in the arts, humanities, natural sciences, history, and social and behavioral sciences. (General Education Goal #7)
- Integrate knowledge that will deepen their understanding of, and will inform their own choices about, issues of personal and public importance. (General Education Goal #8)

The study of Appalachia, as with any geographic region, brings together modes of inquiry from several disciplines in the humanities, social sciences, and natural sciences. Understanding the region requires understanding its history and social structures, its people and cultures, and the relationship between the people and their environment. Throughout the course, students will use critical thinking techniques through research and analysis of Appalachian historical, social, and cultural texts. In doing so, they will sharpen their own perspectives and values concerning issues such as cultural stereotyping, environmental degradation, and income inequalities.

Student Learning Objectives:

After completing APP 200, students will be able to:

- Use appropriate methods of critical thinking and quantitative reasoning to examine Appalachian historical, social and cultural issues and to identify potential solutions to problems in the region (GE Goal 2).
- Analyze the human economic and social choices that have shaped how people in Appalachia relate to each other, to institutions and to communities, both historically and in the present (GE Goal 4).
- Analyze past and present ethnic, cultural, social, and cultural diversity within the Appalachian region (GE Goal 4).
- Use the methods of the social sciences and humanities to explore the varied representations of Appalachian cultures, originating both from within and outside the region (GE Goal 7).
- Identify how the actions and activism of local people and communities in Appalachia need to be understood in the context of surrounding national and global events (GE Goal 8).

Assignments (at discretion of specific instructor):

Twice during the semester, students will write short (two-to-three pages) analyses of key texts or interpretations of Appalachian culture, society, and history. The text can be in writing, film, music, or any other kind of representation. One assignment will accompany each of the three sections of the class, as defined in the course schedule, below. Students will choose one item from course materials, and then find a related item anywhere they can: in the library, online, video store, tourist information center, etc. The essay will compare the two items and put them in their appropriate context.

Grading (at discretion of specific instructor):

Three section exams	300 points (100 points each)
Two assignments	100 points (50 points each)
<u>Final Exam</u>	<u>100 points</u>
Total	500 points

450-500 points = A

400-449 points = B

350-399 points = C

300-349 points = D

0-299 points = F

Attendance policy: (instructor's discretion)

Students with Disabilities

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternate forms

Academic Integrity

“Students are advised that EKU’s Academic Integrity policy will strictly be enforced in this course. The

Academic Integrity policy is available at www.academicintegrity.eku.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.”

Course outline (altered according to interest and expertise of specific instructor):

Section One: What is Appalachia? People, Place, and Environment (S.L.O. A, D, E)

Week One: Introduction to class, to region, and to field of Appalachian Studies

Week Two: Appalachian ecosystems

Diverse regional geography and geology; wildlife; watercourses

Week Three: Agrarian Appalachia

Native American societies; Native and Euro-American use and abuse of forests and land; “homeplace” motif in music and folklore

Week Four: Industrial Appalachia

Resource extraction and the environment; coal and timber town geography and population; relationships between company towns, county seats, and rural areas

Week Five: Discussion and Section Exam

Section One readings, etc: Edwards, ch. 1 and 3; James Still, *River of Earth*

Section Two: What is Appalachia? Cultures and Migrations (S.L.O. A, C, E)

Week Six: Cultural persistence

Cherokee cultures; Scots-Irish and British (music); Melungeons

Week Seven: Industrial migration

Europeans and African-Americans into the region; mass migration out in 1950s and 1960s

Week Eight: Immigration: Retirees, tourists, and professionals

Health spas (Biltmore); social-service tourism (missions); eco-tourism; retirees and pensions; Hispanics, South Asian, Middle Eastern professionals

Week Nine: Discussion and Section Exam

Section Two readings: Edwards, ch. 8-13

Section Three: What is Appalachia? Action and Activism (S.L.O. A, B, C, F)

Week Ten: Politics, economics, and culture

Understanding “discourse” and cultural labels (“stereotypes”) as political tools; discourse of “development”

Week Eleven: Identification of Appalachia as a Problem Region

Cultural and economic explanations for poverty; “Poverty” as a developmental discourse; myths of violence and lawlessness (feuding);

Week Twelve: Labor struggles

Mining unions; hospital workers; labor and community organizing

Week Thirteen: Social service in Appalachia

Settlement schools, missions, Council of the Southern Mountains moonshine, pot, oxycontin; current problem identifications

Week Fourteen: Activism and environment

Politics and economics of surface mining and clear cutting; community and issue-based organizations; legal struggles

Week Fifteen: Discussion and Section Exam

Section Three readings, etc: Edwards, ch. 4-6; “Our Contemporary Ancestors,”
Voices From the Mountains, Stranger With a Camera

General Education Course Approval Form
Revised: Spring 2008

Department: Center for Appalachian Studies

Course Prefix and Number: APP 200

Course Title: Introduction to Appalachian Studies

Is this course designed for the core, university general education, or both?

University General Education

Identify the general education blocks addressed in this course: Block VII (sbs)

Course Abstract

1. Describe the course content.

APP 200, Introduction to Appalachian Studies, is a general education course designed to introduce students to the themes and discourses surrounding the region of Appalachia. The study of Appalachia, as with any geographic region, brings together modes of inquiry from several disciplines in the humanities, social sciences, and natural sciences. Understanding the region requires understanding its history and social structures, its people and cultures, and the relationship between the people and their environment. Throughout the course, students will use critical thinking techniques through research and analysis of Appalachian historical, social, and cultural texts. In doing so, they will sharpen their own perspectives and values concerning issues such as cultural stereotyping, environmental degradation, and income inequalities.

Course content is organized thematically (see attached syllabus), around three broad categories: "People, places, and environment," "cultures and migrations," and "action and activism." These categories allow for considerable flexibility in sub-topics and emphases, depending on the expertise of the instructor and interests of the students. In the first section, students will explore local and regional geographies and ecosystems, both natural and cultural. They will investigate the relationship of human activity to their physical environment. In the second section, students will set the story in motion and consider the diverse populations that have moved into and out of the region. In the third section, students will investigate the relationship between Appalachia and the rest of the nation, both culturally and politically. Here they shall assess representations of Appalachia in popular and academic cultures and learn the connections between those representations and public policies designed to address Appalachia as a "problem"

region. Most importantly, students will analyze attempts by people in the region to confront pressing political and economic issues themselves and to shape their interaction with government and corporate entities.

The class targets the widest range of the ECU student population, but we assume many of the students taking APP 200 will come from Appalachian counties in eastern Kentucky. The class will allow them to share their own experiences and put them into larger historical, social, and cultural contexts.

2. Describe the instructional methods (lecture, discussion, small groups, laboratory, or simulation), faculty qualifications, and course coordination.

Class will be a combination of lecture and class discussion. Discussion will focus around readings (or viewings of films and documentaries) and on student projects. Field trips to eastern Kentucky sites (e.g. Benham Mining Museum, David School, Pine Mountain Settlement School, strip-mining sites) will be encouraged through the Center for Appalachian Studies.

Faculty must have at least a Master's degree in any field relevant to course content (literature, history, sociology, anthropology, social work, political science, etc) as well as specific expertise in the Appalachian region.

Course coordination comes through a General Education Subcommittee of the Center for Appalachian Studies.

3. Describe any new resources needed to implement or to assess the course
None needed.

4. Describe the assessment process.

- (a) What type of assessment instruments will be used to evaluate student learning?

Student achievement of the social and behavioral sciences goals for APP 200 will be measured by one out-of-class analysis of a key text in Appalachian studies. The assessment instrument consists of a format for analyzing the key text; it applies to specific course objectives for APP 200 as well as the course's general education goals. Individual instructors will choose the text as they see fit, based on their own interests and fields of expertise. See the attached assessment instrument for details.

- (b) When will data be collected?

The assignment will be administered in the last third of the course, after students have been introduced to the field of Appalachian studies and to the methods of identifying sources and making and evaluating arguments.

(c) For how many students will assessments be scored?

All student papers will be assessed. Faculty will use these scores as part of the student's grade in the class.

(d) Who will score the assessment instruments?

Faculty who teach the sections will grade the papers for class-grading purposes. A 10% random sample of papers from each section will be re-scored by a different Appalachian Studies instructor to check for reliability in scoring.

(e) Who is the faculty person responsible for assessment data for this course?

The course coordinator will be the chair of the General Education sub-committee of the Center for Appalachian Studies. Currently, the course coordinator will be either Dr. Robert Weise (History), Appalachian Center Faculty Associate or Dr. Alan Banks (Sociology), Director of the Center for Appalachian Studies.

5. Provide at least one example of an assessment item (*e.g., question on exam; portion of an assignment*) that could be used to assess student learning on each of the criteria on the GE scoring rubric appropriate for this course.

Assessment Example for APP 200

Student achievement of the social and behavioral sciences goals for APP 200 will be measured by one out-of-class analysis of a key text in Appalachian studies. The assignment will be administered in the last third of the course, after students have been introduced to the field of Appalachian studies and to the methods of identifying sources and making and evaluating arguments. The assessment instrument consists of a format for analyzing the key text; it applies to specific course objectives for APP 200 as well as the course's general education goals. Individual instructors will choose the text as they see fit, based on their own interests and fields of expertise. Key texts should be thesis-driven: they should present a clear argument or interpretation of some aspect of Appalachian society, culture, or history, that students could reasonably be expected to grasp and to evaluate. Texts might include William Frost's 1899 essay "Our Contemporary Ancestors" (which would relate to the first and third APP 200 student learning objectives); Denise Giardina's 1987 novel *Storming Heaven* (fourth APP 200 student learning objective); Elizabeth Barrett's 2000 documentary film, *Stranger With A Camera* (third and fourth APP 200 student

learning objectives); or J. Steven Gardner and Paul Sainato's 2004 defense of mountaintop removal techniques (second and fourth APP 200 student learning objectives).

Format:

- A. IDENTIFY the piece: what is it (a novel, essay, documentary, etc), who wrote or produced it, when, and for what intended audience. (This segment of the assignment is necessary to set up the rest. The entire instrument/assignment relates to the "Methods" category on the SBS assessment rubric; this section is the appropriate place to assess that category.)
- B. Identify the THESIS of the piece: what is the argument? What point is the author trying to make about Appalachia? (This segment relates to the "Application and Analysis" and "Comprehension" categories on the SBS assessment rubric.)
- C. DESCRIBE how the author develops the argument: what kinds of evidence does the author use? In the case of a novel, how do the details of the narrative drive the author's interpretations? (This segment relates to the "Comprehension" category on the SBS assessment rubric.)
- D. EVALUTE the author's argument. Do you find the argument convincing? Why or Why not? Is the evidence factually correct? Describe how the author does and/or does not use evidence (or story line) appropriately (this segment relates to the "Interpretation and Evaluation" category on the SBS assessment rubric.) What criteria did you use to evaluate the author's argument?
- E. CONNECT the piece in question with others you have read in class. How does the piece fit into course material? In what ways do you now think differently about the topic or issue the author addresses? (This segment relates to the "Integration" and "Application and Analysis" categories on the SBS assessment rubric.)

Recommendation:

		<u>Approve?</u>	
		Yes	No
Department Chair(s): _____	Date: _____		
Committee (Chair)*: _____ College Curriculum	Date: _____	Yes	No
Committee (Chair): _____ General Education	Date: _____	Yes	No

*If necessary. Existing courses may be submitted for approval to the General Education Committee without the approval of the College Curriculum Committee. New courses must be approved by the College Curriculum Committee before consideration by the General Education Committee.

*See Appendix A for course approval example.
Scoring rubrics can be found on GE website, under "Assessment."*

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input checked="" type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name Center for Appalachian Studies College University Programs *Course Prefix & Number APP 350 *Course Title (30 characters) Special Topics: _____ *Program Title Appalachian Studies (Major ____, Option ____, Minor <u>x</u> __, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by: _____ Date _____		Graduate Council* _____ Date _____
Departmental Committee _____		Council on Academic Affairs _____
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Approved <input checked="" type="checkbox"/> Disapproved _____
College Curriculum Committee _____ Date 9-15-08		10/16/08
General Education Committee* _____		Faculty Senate** _____
Teacher Education Committee* _____		Board of Regents** _____ Council on Postsecondary Edu.*** _____
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Create a special topics course for Appalachian studies.</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2009</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)</p>	
<p>B. The justification for this action: It will allow students to pursue topics not included in the regular curriculum.</p>	
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: NA</p> <p>Operating Expenses Impact: NA</p> <p>Equipment/Physical Facility Needs: NA</p> <p>Library Resources: NA</p>	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

APP 350 Special Topics: (3) A. Exploration of particular topics not covered in the existing curriculum. May be taken for a maximum of six hours provided the subject matter is different each time.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
APP	350	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS _____ UP <u>X</u>	APPS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture <u>3</u>	Laboratory _____ Other _____	Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
3		N	FR _____ JR _____ SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.

Course Prefix and No.

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. | APP 200

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Sample Syllabus

APP 350: African Americans in Appalachia

REQUIRED TEXTS:

- John Inscoe, ed. Appalachians and Race: The Mountain South from Slavery to Segregation (2001)
- Crandall A. Shifflett, Coal Towns (1991)
- William H. Turner and Edward J. Cabbell, ed. Blacks in Appalachia (1985) – on reserve
- Frank X. Walker, Affrilachia (2000)

*** Additional readings may be placed on reserve at the Crabbe Library***

COURSE DESCRIPTION

This course explores the social, political, economic, and cultural experiences of African American Appalachians from pre-colonial times to the present. It also analyzes the socioeconomic conditions that contributed to the migration of African Americans into and out of the Appalachian South and the resulting cultural changes associated with such demographic shifts. The course studies traditional themes within Appalachian studies within the context of African American racial experiences.

COURSE REQUIREMENTS

Regular class attendance is mandatory. All absences must be pre-approved or the student must provide a written statement from a doctor or other emergency personnel. **THERE ARE NO EXCEPTIONS.** Attendance will be recorded daily at the beginning of class; therefore if you arrive after the roll is taken, it will be necessary to inform the instructor, following class, of your attendance for that day. Students are responsible for the completion of all assigned readings. There will be guest lecturers and a field trip during the term and each student is responsible for a one-page response paper on the lectures and trip that are to be submitted at the next class meeting.

This course will also have a service-learning component and will offer an opportunity to provide community based research through grant funding from the Center for Appalachian Studies. Students will work on a census research project to be presented in class prior to and on the scheduled final examination date.

GRADING:

- Class participation – 30% (Attendance=40 points; quizzes and response papers=40 points; class discussion=20 points)
- Interpretive essay – 15%

(Five page essay on Edward J. Cabbell, “Black Invisibility and Racism in Appalachia: An Informal Survey” **OR** William H. Turner, “Between Berea (1904) and Birmingham (1908): The Rock and Hard Place for Blacks in Appalachia” in Blacks in Appalachia.)

- Midterm examination – 25% (Identification, short answer, and essay examination)
- Final examination– 30%

Students with Disabilities

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternate forms

Academic Integrity

“Students are advised that EKU’s Academic Integrity policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.”

TOPICAL OUTLINE

WEEK ONE: Introductions, housekeeping, course overview
Black Appalachians?

WEEK TWO: Inscoe, Appalachians and Race (AAR), pp. 1-15
Turner and Cabbell, Blacks in Appalachia (BIA), pp. xi-xxiii
Video presentation, “Black Is: Black Ain’t”

WEEK THREE: Discussion – Black Appalachians?
General Orientation for Service Learning Project in Appalachia

WEEK FOUR: Work on field trip logistics. Field Trip—leave from Center for Appalachian Studies.
BIA, pp. 79-92, **ESSAY DUE**

WEEK FIVE: Defining Blackness in Appalachia, BIA, pp. 3-19
African Americans and Native Americans, BI 23-29

WEEK SIX: Slavery and Antislavery in Appalachia, AAR, pp. 16-27, 40-153, BIA pp. 31-49
Video presentation, “The Journey of August King”

WEEK SEVEN: Discussion – Slavery in Appalachia
The Civil War in Appalachia, AAR, pp. 165-198

WEEK EIGHT: MIDTERM EXAMINATION

WEEK NINE: Reconstruction: Society and Politics, AAR pp. 199-235

WEEK TEN: Industrialization, BIA pp. 71-116, AAR pp. 259-301
Industrialization, BIA pp. 147-183

WEEK ELEVEN: Company Towns, Shifflett Coal Towns (CT), pp. xi-144
Company Towns, CT pp. 145-212

WEEK TWELVE: Video presentation, John Sayles’ “Matewan”

WEEK THIRTEEN: Progressivism and Reform, BIA 117-146
Reaction and Reform, AAR 302-316

WEEK FOURTEEN: The Civil Rights Movement
Frank X. Walker, Affrilachia

WEEK FIFTEEN: Video “Coal Black Voices
Catch Up & Review

WEEK SIXTEEN: FINAL EXAM

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input checked="" type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Center for Appalachian Studies</u> College <u>University Programs</u> *Course Prefix & Number <u>APP 490</u> *Course Title (<u>30 characters</u>) <u>Independent Study</u> *Program Title <u>Appalachian Studies</u> (Major ____, Option ____, Minor <u>x</u> __; or Certificate ____)	
*Provide only the information relevant to the proposal.		
Proposal Approved by:	<u> </u> Date	<u> </u> Date
Departmental Committee	Graduate Council* Council on Academic Affairs	<u> </u> <u> </u>
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	9-15-08 <u> </u>	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> <u> </u>
General Education Committee*	<u> </u>	Faculty Senate** <u> </u>
Teacher Education Committee*	<u> </u>	Board of Regents** <u> </u>
		Council on Postsecondary Edu.*** <u> </u>
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) Create an independent study course for Appalachian studies A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action: It will allow students to pursue topics not included in the regular curriculum.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strike through~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

APP 490 Independent Study. (1-3) A. Prerequisite: Student must have the independent study form/proposal approved by the faculty member and Center director prior to enrollment. May be taken for a maximum of six hours provided the subject matter is different each time.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strike through~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
 (*Use ~~strike through~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
APP	490	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS _____ UP <u>X</u>	APPS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. <u>6</u>	
1-3	Lecture _____	Laboratory _____	Other <u>1-3</u>	Cip Code (first two digits only)
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*		Class Restriction, if any: (undergraduate only)
3	1-3	N		FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>		FOR BANNER USE ONLY
		Thesis _____		
		Internship _____		
		Independent Study <u>X</u>		
		Practicum _____		
Co-Requisites and Prerequisites **See definitions on following page**				
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)				
Course Prefix and No.				
Course Prefix and No.				

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit not allowed with; or formerly:)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Sample Syllabus (from summer 2008)

APP 490: Independent Study

Project: The Kentucky Riverkeeper Survey

Students Involved: Betsy Pennington & Jessica Pulliam

Faculty Mentor(s): Stephanie McSpirit & Alan Banks

Background:

This project is a follow-up on research and work that has already been carried out through the Appalachian Center. Since its start in 2000, the App Center has been involved in developing and implementing field and survey research in the Appalachia region in counties such as Martin (the Martin County project) and Letcher (the Letcher County project). The research from these early projects, for example, was recently featured in a special volume of the Appalachian Studies Journal (2005) on environmental issues and movements within the region. This project, in partnership with the Kentucky Riverkeeper is a continuation of the App Center tradition of community-based research methods to evaluate and assess environmental issues. Here, however, the focus will be on all counties in the Kentucky River Watershed and rather than citizens, community leaders and county officials will be surveyed to determine their values and perceptions regarding the Kentucky River as a resource and as an amenity.

Study Population:

A database has been developed of the names and office mail address of County Judge Executives, Mayors and other officials (tourism, economic development) in counties within the KY River Watershed. From this data base, we will mail out surveys to the listed office address. When surveys are returned this information will be recorded in the data base to determine who to send post card reminders and second surveys, etc.

Objectives:

- To survey county officials and other community leaders (approximately 140) within the Kentucky River Watershed on their values and perceptions of the Kentucky River as a resource and amenity.
- To compile the collected survey data into a final report to share with county officials and state legislatures
- To use this survey and final report as a way to initiate a conversation about the Kentucky River as a valuable asset worth promoting and protecting
- To use this survey and final report to start a network of county officials and community leaders that would be willing to work together and with citizen groups to help promote and protect the KY River.

Study Design:

- 1) Forty-five close-ended questions as well as space for open-ended comment will be included on the survey instrument (*instrument attached*).
- 2) Questions will attempt to measure views on the KY River as an asset, a pollution problem, and willingness to work with citizens to protect and promote.
- 3) The survey will be mailed to all county officials and other community leaders in tourism and economic development for all counties within the KY River Watershed
- 4) The survey will be mailed out (postage paid envelope for return) with a follow-up phone call inquiring about receipt, then a post-card reminder and then second send-out of survey for those surveys still out there (Dillman's method plus follow-up phone call)
- 5) Other secondary data on county-type will also be collected such as a rural /urban county, poverty and unemployment levels, whether county is in coal-mining Cumberland region or in Blue Grass region, etc.
- 6) Data will be merged to determine whether values and priorities regarding the River shift according to region, unemployment and poverty levels.
- 7) County officials and community leaders have been assured in their cover letter that individual counties will not be reported in any final report and that data will be reported at a higher aggregate unit (North Fork, Middle Fork, South Fork, Mainstem Counties; Blue Grass versus counties in Cumberland Region; High unemployment versus Low unemployment counties, etc).
- 8) A final report (and possible publication) will be developed during the Summer 08 on our findings.
- 9) The report will be made available online and through print copies to those officials and leaders that participated in the survey and/ or who might be interested in our findings.

Student Responsibilities

Betsy and Jessica will work closely with Drs. Banks and McSpirit in the weeks ahead to collect, compile and complete the KY River Keeper Survey.

- 1) They will be involved in follow-up and follow through in sending out post-card reminders and telephone calls to county officials and send-out of the survey again.
- 2) They will maintain records on send-out and receipt of surveys
- 3) They will compile, coded and enter survey data into an SPSS readable data file
- 4) They will assist in analysis of the survey data and do some background research for component parts of the final report
- 5) They will help in drafting the final report and in presenting survey finding in written, table and visual form.

Scheduled Meeting Times:

Over the next five week period, we will be meeting on Tuesdays at 11:00am at the Center for Appalachian Studies to work on the River Keeper project as a team. In addition, it is anticipated that they will also log in ten hours per week of their own time to complete crucial tasks to keep the project on its tight timeline

Evaluation

Evaluation will be based on assistance and competency in completing the following tasks

- 1) Follow-through and follow-up via telephone in encouraging a good response rate to survey (20%)
- 2) Data base compilation, coding and entering data into SPSS data base (20%)
- 3) Preliminary and final analysis of the data (20%)
- 4) Assistance in compiling the final report (20%)
- 5) Participating in regular weekly meeting sessions (20%)

100%

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	McNair Scholars Program	
X New Course (Parts II, IV)	College	University Programs	
Course Revision (Parts II, IV)	*Course Prefix & Number	GSD 401	
Hybrid Course ("S," "W")	*Course Title (30 characters)	McNair Research Symposium	
Course Dropped (Part II)	*Program Title	McNair Scholars Program	
New Program (Part III)	(Major __, Option __; Minor __; or Certificate __)		
Program Revision (Part III)			
Program Suspended (Part III)	*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	08.15.2008	Graduate Council*	NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	09.15.2008	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	10/16/08
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)
To establish a new for-credit course specifically designed for students participating in the ECU McNair Scholars Program, a federally-funded graduate school preparation program encouraging, assisting, and training participants for excellent graduate school achievement leading to the attainment of a doctorate.

A.2. Effective date: (Example: Fall 2001)

Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:

At the recommendation of the Registrar, this required preparatory course is being proposed as an academic credit bearing course.

This new course is justified because:

- This will be the only EKU research course that is an integral component of a structured, summer-long, PhD-supervised undergraduate research internship.
- This will be the only research course that serves only low-income, first-generation, and underrepresented students.
- This will be the only research course that is particularly sensitive to (by mission and design), and that specifically addresses, the special needs and circumstances of low-income, first-generation, and underrepresented students.
- This will be the only research course that provides ancillary academic progress monitoring and graduate school preparation coaching and consultation in conjunction with course activities.
- This course strengthens the EKU curriculum in the eyes of the CPE, the Office of Civil Rights, and other regulatory agencies that monitor the advancement of diversity in the curriculum.

C. The projected cost (or savings) of this proposal is as follows:**Personnel Impact:**

One EKU professor will lead and facilitate the *McNair Research Symposium* each spring semester.

Operating Expenses Impact:

Zero cost and financial burden to EKU.

Equipment/Physical Facility Needs:

The McNair Scholars Program provides all equipment and instructional material.

EKU provides a classroom for the first eight weeks of each spring semester.

Library Resources:

A McNair collaboration with ECU Libraries is currently being negotiated whereby each McNair participant will have an individually assigned library mentor to assist with accessing library resources, compiling literature reviews, and conducting library research.

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

GSD 401 McNair Research Symposium. (2) A. Prerequisites: ENG 101 and 102 or ENG 105; MAT 105 or any MAT course above 105. Introduction to research, writing, and expectations concerning research in academic settings. Provides essential information regarding research and writing expectations of graduate students. For McNair scholars only.

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
GSD	401	Spring 2009	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS _____ *UP	McNair
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____ 4	
2	Lecture <u>2</u>	Laboratory _____ Other _____	Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
I - Lecture	2 hours	P - "Pass / Fail"	** FOR MCNAIR SCHOLARS ONLY	
B - Webcourse	2 hours		FR _____ JR <u>X</u>	
T - ITV	2 hours		SO <u>X</u> SR <u>X</u>	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY Date of data entry _____ Data entry person _____	
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	ENG 101 and 102 or ENG 105
Course Prefix and No.	MAT 105 or higher
NOTE: For McNair scholars only	

Test Scores _____

Minimum GPA (when a course grouping or student cumulative GPA is required) _____

Co-Requisite(s) and/or Prerequisite(s) Combination (Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3) X).

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)	VII (3)	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Eastern Kentucky University

GSD 401

McNair Research Symposium

**Spring 2009
Location TBD
Syllabus**

Instructor

Instructor: David C. May
Office: Department of Safety, Security, and Emergency Management
Stratton 205
Eastern Kentucky University
521 Lancaster Avenue
Richmond, KY 40475
Phone- 859-622-6681
Email- david.may@eku.edu
Office Hours: By appointment

Required Texts

Peters, R.L. (1997). *Getting what you came for: The smart student's guide to earning a master's or a Ph.D.* (2nd ed.). New York: Farrar, Strous, and Giroux.

Frank, F., & Stein, K. (2004). *Playing the game: Uncensored.* New York: iUniverse, Inc.

Becker, H.S. (1986). *Writing for social scientists: How to start and finish your thesis, book, or article.* Chicago: University of Chicago Press.

Course Description

This course serves as an introduction to research, writing, and expectations concerning research in an academic setting and provides essential information regarding research and writing expectations of graduate students. For McNair scholars only.

Further Information

The purpose of this course is to help aspiring students establish a solid foundation that will enable that student to conduct academic research and survive in the graduate school environment. For McNair scholars only.

This course will give you the ability to design your own research project and will assist you in preparing to perform graduate level research at the university you choose to attend. This course will further benefit those who will occasionally evaluate the relevance of research findings that they encounter in their personal or professional life. At the completion of this course, the student will have a better understanding of effective research in pursuit of a graduate education and of the scholarly research process.

Student Learning Objectives

The major goal of this course is to develop your ability to critically evaluate and adequately perform research. A second major goal of the course is to provide you with information regarding research expectations in graduate school and equip you with tools to be successful in writing papers in that arena. We will approach these goals by completing the following objectives:

1. Develop the ability to ask research questions;
2. Understand the major research methods used by researchers;
3. Understand the ethical issues that arise in doing research;
4. Understand how to code, analyze, and summarize data
5. Demonstrate the ability to create a solid literature review.
6. Understand the publishing process and how you can be a successful researcher in your respective field.
7. Understand the "secrets" of graduate school and how to effectively perform research in that environment.
8. Recognize the scope and breadth of the thesis project and its impact on the graduate school experience.

Classroom Behavior

This class will use a seminar format, where you will be asked to contribute to the overall learning process of the class. There will be frequent group discussions where you will help your classmates, as well as yourself, get a more concrete grasp on different objectives discussed in your textbooks and presented in class. For this reason, it is essential that you complete the assigned readings before each class meeting. For each class session, you should read the assigned material and come to class with notes (or a good recollection) covering the chapter(s) scheduled for discussion; these notes will be the foundation for discussion.

General Information

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the office on the third floor of the Student Services Building, by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternate forms.

Special Interest

At some point in most people's lives there is a need for help in resolving conflicts, anxieties, and frustrations as well as the need to carefully plan a career direction. Students may request free personal and/or career counseling by going to Weaver 202 or calling 859-622-1303.

Academic Integrity Policy

Students are advised that EKU's Academic Integrity policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku.edu Questions regarding the policy may be directed to the Office of Academic Integrity.

Term Paper

One third of the student=s final grade will be based on a term project. This project will involve developing a literature review to a point that it is suitable to serve as the literature review for a journal submission. As part of that process, you will need to **identify the journal** to which you will submit the paper and develop a cover letter to accompany that submission to the journal editor. In developing the paper and cover letter, students will be evaluated on how they used the material that we have covered regarding writing, research

All written assignments must be typed and stapled and follow the guidelines of the American Psychological Association Publication Manual (5th edition) or the most recent version of the Modern Language Association (MLA) Handbook for Writers of Research Papers (6th ed.). If they are not typed and stapled, they will not be accepted! All assignments must be emailed to me or on my desk **at the beginning of the class period** on the day that the assignment is due. **Any assignment not turned in at the beginning of the class period will receive a 25% deduction for each 24-hour period after the time in which they are due.** For example, the first book review is due February 21 at 3:00 p.m. If you turn the paper in at 3:15 p.m. on that date, you will receive a 25% deduction. If you turn the paper at 3:15 p.m. on February 22nd, you will receive a 50% deduction.

Book Reviews

You will submit two book reviews this semester, one of Getting What Your Came and one for Playing the Game. Guidelines for the book review are attached to this syllabus.

Article Analysis

You will also be required to submit an article analysis for this course. Guidelines for the article analysis are attached to this syllabus.

Calculation of Grades:

Assignment	Possible Points	Your Grade
Peters Book Review	50	
Frank & Stein Book Review	50	
Article Analysis	50	
Term Paper	100	
Attendance/Class Participation	50	
Total	300	

**** This course is a Pass/Fail course. Students scoring 180 or more points will receive a passing grade for the course; those scoring 179 total points or below will receive a failing grade for the course.**

Tentative Course Outline

Jan. 17 3:30 - 6 p.m.

Reading

Introduction to Course, Review Syllabus
Scientific Method
What is Research?
Research in Social Sciences v. Research in Natural Sciences
Pure Research v. Applied Research

Jan. 24

Developing a Thorough Literature Review

Writing for Social Scientists

Jan. 31

Developing a Thorough Literature Review (Part 2)
Developing Hypotheses and a Problem Statement
Article Analysis Due

Feb. 7
Developing a Methods section

Feb. 14
Data Processing
Using Available Data to Conduct Research
Research Ethics

Feb. 21
APA and MLA Writing and Your Thesis/Dissertation
Peters Book Review Due

Getting What You Came For

Feb 28
What is Peer-Reviewed Research?
How Do I Get Published?
The Politics of Academic Research
Playing the Game Book Review Due

March 6
What is a Thesis and How Do I Finish It?
Final Paper Due

Playing the Game

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) <input type="checkbox"/> New Course (Parts II, IV) <input type="checkbox"/> Course Revision (Parts II, IV) <input type="checkbox"/> Hybrid Course ("S," "W") <input type="checkbox"/> Course Dropped (Part II) <input type="checkbox"/> New Program (Part III) <input checked="" type="checkbox"/> Program Revision (Part III) <input type="checkbox"/> Program Suspended (Part III)	Department Name <u>Center for Appalachian Studies</u> College <u>University Programs</u> *Course Prefix & Number _____ *Course Title (<u>30 characters</u>) _____ *Program Title <u>Appalachian Studies</u> (Major ____, Option ____, Minor <u>x</u> __; or Certificate ____)	
*Provide only the information relevant to the proposal.		
Proposal Approved by: _____ <u>Date</u> _____		<u>Date</u> _____
Departmental Committee <u>8.20.2008</u> <i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Graduate Council* _____ Council on Academic Affairs _____	NA _____
College Curriculum Committee <u>9-15-08</u> General Education Committee* _____ Teacher Education Committee* <u>NA</u>	Approved <input checked="" type="checkbox"/> Disapproved _____ Faculty Senate** _____ Board of Regents** _____ Council on Postsecondary Edu.*** _____	_____ <u>10/16/08</u> NA NA NA
*If Applicable (Type NA if not applicable.) **Approval needed for new, revised, or suspended programs ***Approval/Posting needed for new degree program or certificate program ****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.		

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To add three APPS courses APP 200, APP 350, & APP 490 to Minor. A. 2. Effective date: (Example: Fall 2001) Spring 2009 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	
B. The justification for this action:	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA	

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~strike through~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text
Description = 35-word limit

Minor In Appalachian Studies

Students must select a group of courses tailored to their personal and academic goals in consultation with the Director of the Center for Appalachian Studies. The minor in Appalachian Studies requires a minimum of 18 credit hours of approved courses as follows: Fifteen (15) hours of electives from at least three different programs.

Seminar in Appalachian Studies (3 credit hours).

Students may also select content relevant special topics or independent studies courses with the approval of the Director of the Center for Appalachian Studies.

The following courses have been approved by the Appalachian Studies Advisory Board.

- APP 200.....Introduction to Appalachia
- APP 340.....*Environmental Economics*
- APP 350.....Special Topics: Appalachia
- APP 363.....*Images of Appalachia in Film & Song*
- APP 365.....*Appalachian Literature*
- APP 366.....*Social Changes in Appalachia*
- APP 370.....*Religion in Appalachia*
- APP 373.....*Politics of Development in Appalachia*
- APP 420.....*Appalachia in American History*
- APP 430.....*Sustainability in Appalachia*
- APP 460.....*Seminar in Appalachian Studies*
- APP 490.....Independent Study
- APP 520.....*Providing Health Services in Appalachia*

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strike through~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
(*Use ~~strike through~~ for deletions and underlines for additions.)

Part IV. Recording Data for New or Revised Course (Record only **new or changed course information.)**

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
			AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	

FR _____
SO _____

JR _____
SR _____

		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>
		Thesis _____
		Internship _____
		Independent Study _____
		Practicum _____

FOR BANNER USE ONLY	
Date of data entry	_____
Data entry person	_____

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.	
Course Prefix and No.	

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

Equivalent Course(s): (credit not allowed with; or formerly:)

Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Block: Please mark (X) in the appropriate Block or Blocks (e.g. – IVB(3)

Block I (9)	Block II (3)	Block III (6)	Block IV (6)	Block V (9)	Block VI (3)	Block VII (6)	Block VIII (6)
IA (3)	II (3)	IIIA (3)	IVA (3)	VA (3)	VI (3)		VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)



EASTERN KENTUCKY UNIVERSITY

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Office of Academic Affairs and Research
Office of the Dean
University Programs

201 Keen Johnson
521 Lancaster Avenue
Richmond, Kentucky 40475-3163
(859) 622-2222 Fax (859) 622-5018

TO: Council on Academic Affairs

FROM: Dr. Onda Bennett, Interim Dean, University Programs
Dr. William E. Davis, Associate Dean, College of Business and Technology

DATE: October 2, 2008

RE: Agenda Items for 10/16/08 Council on Academic Affairs meeting

The following items are being submitted to the Council on Academic Affairs for consideration at the October, 2008 meeting:

Proposed Policy Change

Proposal brought forward to change the status of writing intensive courses in the major.



University Policy Impact Statement

Date October 2, 2008 Check One: Revision of Existing Policy New Policy

Policy Number _____ (If known) Policy Name Writing Intensive Course Requirement

Originator(s) Onda Bennett, University Programs, Ed Davis, College of Business and Technology

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

A revision of the policy to require all students to take a writing intensive GENERAL EDUCATION course is needed to expand the opportunities for students to complete the required W course prior to graduation. This is a temporary revision to allow time for the implementation of W courses to meet the requirement. (See Attached for time line and motion)

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

CAA and Senate Approved original motion on 3/07
Approved and funded through EKU's Quality Enhancement Program
Supports mission focusing on student success and QEP

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

TCAC course proposal process
Funding for faculty to develop the course (existing QE budget to support faculty while designing implementing and assessing the course).
Department/faculty required to submit a proposal for Writing Intensive course description.

List Key Stakeholders who have been consulted. Indicate action taken and the date it was taken. Attach additional page if necessary.

<u>Director, TCAC</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Sept. 29, 2008</u>
<u>University Programs</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Sept. 29, 2008</u>
<u>College of Business and Technology</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Sept. 29, 2008</u>
<u>Associate Deans</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>Oct. 2, 2008</u>
<u>Gen Ed</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____

Executive Policy Group Only

Board Approval Required

Additional Pages Attached # of additional pages

Print Form

Motion for CAA

The following CAA activities resulted in the approved policy for the writing intensive courses reflected in the 2008-2009 *Catalog*.

3/29/07 CAA Approved the original proposal
4/9/07 Senate approval

If SACS approves the QEP, then all baccalaureate students who matriculate Fall 2007 or after will successfully complete one writing intensive general education course following completion of ENG 102, ENG 105, or HON 102 and during the second year baccalaureate program. This requirement will not be implemented if SACS fails to approve the QEP.

10/18/07 Procedure for proposing the “W” designation approved by CAA

1. Faculty prepare a course for the designation “S” or “W” in collaboration with the Service Learning or TCAC committee. Approval of the designation “S” or “W” is given by the committee, contingent on the approval of the home department.
2. Prepare the curriculum form, indicating the specific change and the justification.
3. The form/request begins at the home department level, and then goes to the home college.
4. The colleges forward the curriculum proposals for CAA, Gen Ed, and Teacher Ed, as applicable.
5. After approved by CAA, certain proposals go to Faculty Senate.

5/7/08 Current Catalog copy approved

Writing Intensive General Education Courses

All baccalaureate degree seeking students who enter the University in fall 2007 or later are required to successfully complete one writing intensive general education course following completion of ENG 102, ENG 105 or HON 102. Students are strongly encouraged to complete their writing intensive general education courses before the conclusion of their second year of study. Writing intensive general education courses are designated with the suffix “W” following the course prefix and number (e.g., HUM 300W). W and non-W versions of the same course (e.g., HUM 300W and HUM 300) are considered equivalent for the purposes of

satisfying course requirements for prerequisites, major courses, minor courses, and supporting courses. Credit will not be awarded for W and non-W versions of the same course.

Transfer students who are (full) general education certified and students who have earned any associates degree (including AAS), and baccalaureate degrees are not required to complete a writing intensive general education course.

5/14/07 Clarification to registrar through Associate Provost

1. The WI requirement will be waived for students whose graduation is pending for May 2008, Summer 2008, Fall 2008, Spring 2009, and Summer 2009.
2. The Registrar's Office will apply the waiver to the CARES report for each student within the aforementioned cohorts after each graduation application deadline. The colleges do not need to initiate individual exception requests for these students.
3. Students who graduate Fall 2009 and thereafter are not eligible for this waiver.

9/08 Current Proposal to allow designation of major courses as writing intensive.

MOTION

That department's be permitted to submit courses in the major through the TCAC process in order to be considered for the mandatory writing intensive course designation. And, that the policy will be reviewed for continuation in Fall of 2011 or at the time of the SACS QEP review.

CATALOG COPY REVISION

Writing Intensive General Education ~~Courses~~ Requirements

All baccalaureate degree seeking students who enter the University in fall 2007 or later are required to successfully complete one writing intensive ~~general education~~ course or a "w" course in the major following completion of ENG 102, ENG 105 or HON 102. Students are strongly encouraged to complete their writing intensive ~~general education~~ courses before the conclusion of their second year of study. Writing intensive ~~general education~~ courses are designated with the suffix "W" following the course prefix and number (e.g., HUM 300W). W and non-W versions of the same course (e.g., HUM 300W and HUM 300) are considered equivalent for the purposes of satisfying course requirements for prerequisites, major courses, minor courses, and supporting courses. Credit will not be awarded for W and non-W versions of the same course.

Transfer students who are (full) general education certified and students who have earned any associates degree (including AAS), and baccalaureate degrees are not required to complete a writing intensive ~~general education~~ course.

REVISED MOTION (Handed out at 10/16/08 CAA meeting.)

Discussion Item October 2008 CAA

Until Fall 201 students may take an approved writing intensive course in the degree program core or major as an alternative to the general education writing intensive course requirement.

Catalog Copy Revision:

All Baccalaureate degree seeking students who enter the University in fall 2007 or later are required to successfully complete one writing intensive general education following completion of ENG 102, 105 or HON 102. Writing intensive general education courses are designated with the suffix “W” following the course prefix and number (e.g., HUM 300W). W and non-W versions of the same course (e.g., HUM 300W and HUM 300) are considered equivalent for the purposes of satisfying course requirements for prerequisites, major courses, minor courses, and supporting courses. Credit will not be awarded for W and non-W versions of the same course.

Prior to the Fall 2011 semester an approved writing intensive course in a student’s degree program core or major may be used as an alternative to the general education writing intensive course requirement.

Transfer students who are (full) general education certified and students who have earned any associates degree (including AAS), and baccalaureate degrees are not required to complete a writing intensive general education course.



EASTERN KENTUCKY UNIVERSITY

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Office of the Registrar

Academic Affairs and Research
Enrollment Management
Office of the Registrar

SSB CPO 58, 521 Lancaster Avenue
Richmond, KY 40475-3158
Phone: (859) 622-3876

TO: Council on Academic Affairs

FROM: *M. Tina Davis*
Interim University Registrar

DATE: October 10, 2008

RE: Discussion Item – Recording of Double Majors

The current *Catalog* language states:

Multiple Majors/Minors

Students pursuing baccalaureate degrees may consider more than one major and/or minor at the same degree level and type (e.g., BA Art/BA English; BS Biology/BS Chemistry; not BA History/BS Math) if they intend to complete all requirements by the time the initial degree is awarded and their academic program is not General Studies. Associate degrees are not eligible for minors or second/multiple majors. Additionally, EKU does not allow the awarding of a subsequent major/minor/concentration after the initial degree is conferred unless the student is pursuing a subsequent degree program. While multiple majors, minors and certificates that are earned by a student are formally posted to a student's academic transcript, formatting challenges permit the acknowledgement of no more than two majors on each diploma. Students interested in pursuing multiple majors, minors, certificates and/or concentrations should contact the Office of Academic Advising or the departments of interest for additional information. (2008-09 Undergraduate Catalog, pg. 48).

The proposed revised language would clarify the following:

Multiple Majors/Minors

Students pursuing baccalaureate degrees may consider more than one major and/or minor ~~at the same degree level and type (e.g., BA Art/BA English; BS Biology/BS Chemistry; BA History/BS Math)~~ if they intend to complete all requirements by the time the initial degree is awarded and their academic program is not General Studies. Students are required to declare a primary degree program (specific baccalaureate degree and first major); this program of study is that which will be recorded on the diploma, and which will determine the degree awarded by the University. A second or additional major represents a further emphasis of study and shall be designated on the student's academic transcript. Earning a second or other major, however, is not to be considered as completion of an additional or distinct degree program. Students who wish to earn two baccalaureate degrees may do so but must declare this intention and earn a minimum of 160 credit hours.

Associate degrees are not eligible for minors or second/multiple majors. Additionally, EKU does not allow the awarding of a subsequent major/minor/concentration after the initial degree is conferred unless the student is pursuing a subsequent degree program. While multiple majors, minors and certificates that are earned by a student are formally posted to a student's academic transcript, ~~formatting challenges permit the acknowledgement of no more than two~~ the degree earned and only one majors is printed on each the diploma. Students interested in pursuing multiple majors, minors, certificates and/or concentrations should contact the Office of Academic Advising or the departments of interest for additional information.

