

8-20-2009

Council on Academic Affairs Minutes, Aug 20, 2009

Eastern Kentucky University

Follow this and additional works at: http://encompass.eku.edu/council_academic

Recommended Citation

Eastern Kentucky University, "Council on Academic Affairs Minutes, Aug 20, 2009" (2009). *Council on Academic Affairs*. Paper 36.
http://encompass.eku.edu/council_academic/36

This Article is brought to you for free and open access by the Minutes at Encompass. It has been accepted for inclusion in Council on Academic Affairs by an authorized administrator of Encompass. For more information, please contact Linda.Sizemore@eku.edu.

COUNCIL ON ACADEMIC AFFAIRS MINUTES
August 20, 2009

Members Present: Onda Bennett, Bob Brubaker, Ed Davis, Tina Davis, Michael Foster, DaJuane Harris, Claire Good, Kim Naugle, Jaleh Rezaie, Benton Shirey, Sherwood Thompson, Janna Vice, Mixon Ware, Deborah Whitehouse

Members Absent: Rich Boyle, Steve Byrn*, Verna Freer*, Linda Frost*, E.J. Keeley, Sandra Moore
 *indicates prior notification

Non-Members Present: Larry Collins, Vic Kappeler, Julie Patterson, Bill St. Pierre

Dr. Janna Vice called the Council on Academic Affairs to order at 1:00 p.m. on August 20, 2009.

Approval of the Minutes – May 21, 2009

The minutes were approved as distributed.

CURRICULUM ITEMS

Health Sciences

Baccalaureate and Graduate Nursing

New Course

Approved NSC 960 Management of Health Care Resources

Effective Date

Fall 2010

New Program

Approved Doctor of Nursing Practice

Pending additional information to be added to the proposal packet.

Justice and Safety

Memorandum of Agreement

Approved Memorandum of Agreement between ECU and the National Fire Academy for Awarding Academic Credit for Non-Collegiate Instruction

Criminal Justice and Police Studies

Hybrid Course

Approved CRJ 388W Criminal Justice Research

Effective Date

Fall 2009

Course Revision

Approved CRJ 388 Criminal Justice Research – add statement so credit will not be awarded for both CRJ 388 and 388W; revise prerequisites

Fall 2009

Safety, Security and Emergency Management

Hybrid Course

Approved FSE 300W Technical Report Writing for Emergency Services

Fall 2009

Drop Course

Approved FSE 300 Technical Report Writing for Emergency Services

Fall 2009

		<u>Effective Date</u>
Program Revision		
Approved	Fire and Safety Engineering B.S. – remove FSE 300 and add FSE 300W in Program requirements	Fall 2009
		Arts and Sciences
	<u>Government</u>	
	Hybrid Courses	
Approved	POL 552W Modern Political Theory	Fall 2009
Approved	POL 553W Contemporary Political Theory	Fall 2009
	<u>Philosophy and Religion</u>	
	Hybrid Courses	
Approved	PHI 552W Modern Political Theory	Fall 2009
Approved	PHI 553W Contemporary Political Theory	Fall 2009
		Health Sciences
	<u>Baccalaureate and Graduate Nursing</u>	
	Program Revisions	
Approved	Nursing Pre-RN (BSN) – decrease overall program requirements to 120-121 hours	Fall 2009
Approved	Nursing Post-RN (RN-BSN) – decrease overall program to 120 hours	Fall 2009
	<u>Environmental Health Science and Clinical Laboratory Science</u>	
	Program Revision	
Approved	Clinical Laboratory Science B.S. – decrease overall program requirements to 120 hours	Fall 2009
	<u>Exercise and Sport Science</u>	
	New Course	
Approved	ATR 398 Pre-Season Practicum in Athletic Training	Summer 2010
	Program Revisions	
Approved	Athletic Training B.S. – add new course, drop HEA 450 from support and drop all free electives to bring overall program hours down to 120 hours	Fall 2009
Approved	Physical Education B.S. – decrease the overall program requirements to 120-126 hours	Fall 2009
Approved	Sport Management B.S. – decrease overall program requirements to 120 hours	Fall 2009
	<u>Family and Consumer Science</u>	
	Program Revisions	
Approved	Apparel Design and Merchandising B.S. – decrease overall program to 120 hours	Fall 2009
Approved	General Dietetics B.S. – decrease overall program requirements to 120-121 hours	Fall 2009
		Business and Technology
	<u>Communication</u>	
	New Course	
Approved	CMS 205W Advocacy and Opposition	Fall 2009
Approved	COM 200W Mass Media and Society	Fall 2009
	Course Revision	
Approved	BEM 425 Electronic Media Operations <i>Add “or COM 200W” to the prerequisite(s)</i>	Spring 2010
Approved	CMS 205 Advocacy and Opposition <i>To add a line to catalog description: “Students cannot receive credit for both CMS 205 and CMS 205W.”</i>	Spring 2010
Approved	COM 200 Mass Media and Society <i>To add to catalog description: “Students cannot receive credit for both COM 200 & COM 200W.”</i>	Spring 2010
Approved	COM 405 Media Law <i>Add “or COM 200W” to the prerequisite(s)</i>	Spring 2010
Approved	COM 415 Media Ethics <i>Add “or COM 200W” to the prerequisite(s)</i>	Spring 2010
	Program Revisions	
Approved	Broadcasting and Electronic Media B.A. - <i>change Supporting Course Requirements in</i>	Fall 2009

PUB BA to include PUB 320 or JOU 320 and PUB 412 or JOU 412 and drop COM 320 A-I. To modify the Broadcasting & Electronic Media Core Courses by adding "or COM 200W" in the Broadcasting and Electronic Media (B.A.)

- Approved Communication Studies B.A. - *modify the Major Requirement Courses by adding "or CMS 205W" in the Communication Studies (B.A.).* Fall 2009
- Approved Journalism B.A. - *modify the Major Requirements Courses by adding "or COM 200W" in the Journalism (B.A.).* Fall 2009
- Approved Public Relations B.A. - *modify the Major Requirements Courses by adding "or COM 200W" in the Public Relations (B.A.).* Fall 2009
- Approved Minor in Communication Studies - *modify the Requirements by adding "or CMS 205W" in the Minor in Communication Studies.* Fall 2009

Effective Date

- Approved Minor in Dispute Resolution - *modify the Requirements by adding "or CMS 205W" in the Minor in Dispute Resolution.* Fall 2009
- Approved Minor in Journalism - *modify the Requirements by adding "or COM 200W" in the Minor in Journalism* Fall 2009
- Approved Minor in Public Relations - *modify the Requirements by adding "or COM 200W" in the Minor in Public Relations.* Fall 2009

Management, Marketing and Administrative Communication

Course Revision

- Approved GBU 480 Business Strategy - *Add "with a grade of "C" or better in each pre-requisite course" and add CCT "300 or" to CCT 300W.* Spring 2010

DISCUSSION ITEMS

1. Associate of Arts in General Studies Degree (A.G.S.) Office of the Provost
The A.G.S. Degree has been officially approved, following the 45-day review by the Council on Postsecondary Education.

Postponed 2. ~~Change of Major Process~~ Office of Academic Advising and Retention
Office of the Registrar

3. Effective Dates for CAA Approved Curriculum Office of the Registrar
Ms. Tina Davis discussed the effective dates for future CAA proposals due to the pending transition from DARS to the new Degree Works system. To assist in the transition and to put the University on a more appropriate and effective schedule, CAA proposals for substantive curriculum changes should become effective with the upcoming academic year. New courses and new programs may become effective during a current academic year. Changes to existing courses and programs should have a future academic year effective date.

Postponed 4. ~~Withdrawal from the University~~ Office of Academic Advising and Retention

INFORMATION ITEMS

Board of Regents Update

The following CAA items were approved at the Board of Regents meeting on June 8, 2009:

Academic Policy Revisions

1. Upper-Division-Hours Requirement for Baccalaureate Degree
Revise the number of upper-division hours required for a Baccalaureate Degree from 43 to 42 hours, based on the recommendation of the Ad-Hoc Committee.

Curriculum Proposals

NEW PROGRAM

1. Associate of General Studies A.G.S.

NEW CERTIFICATES

1. GIS Certificate
2. Autism Spectrum Disorders Certificate
Recently-approved certificate is being proposed as a Professional-Level Certificate, which will need CPE approval.

PROGRAM REVISIONS - DECREASING REQUIREMENTS TO 120 HOURS

1. Anthropology Program Revision
2. General Business B.B.A.
3. Recreation and Park Administration B.S.
4. Health Services Administration Major
5. Health Education B.S. (Community Health Option, Wellness Option, School Health Option (to 126 hours))
6. Occupational Science B.S.
7. Homeland Security B.S.
8. B.S. in Emergency Medical Care
9. Correctional and Juvenile Justice Studies B.S.
10. Bachelor of Individualized Studies B.I.S.
11. General Studies B.A.

PROGRAM SUSPENSION

1. Corporate Communications and Technology B.B.A.

PROGRAM REVISIONS

1. B.A. English
Change program requirements - add requirement for three hour Theatre course to the Following emphases in English major: Literature, Creative Writing, and Technical Writing; add Theatre capstone course to the Catalog; Remove six credits of foreign language requirements from the following options in the English major: Literature, Creative Writing, and Technical Writing; Change the current exclusion of Block VIII classes to require only Option 2 of that Block; Remove all non-foreign language Supporting Course requirements for the English Literature emphasis; Create a new block of required diversity courses in the following Emphases in the English major: Literature, Creative Writing, Technical Writing.
2. Paralegal Program – *add language to departmental requirements*
3. B.S. in Psychology – *add PSY 319 Industrial/Organization Psychology for B.S. Degree*
4. B.B.A. Accounting – *Eliminate ACC 442 and 527 from the Accounting Program*
5. Master of Business Administration – *Drop ACC 750 from the program*
6. Minor in Advertising – *change minor to drop COM 320 series and add JOU or PUB 320*
7. Minor in Visual Media – *change minor to drop COM 320 series and add JOU or PUB 320*
8. B.A. in Journalism – *change major to drop COM 320 series and add new courses*
9. B.A. in Public Relations – *change major to drop COM 320 series and add new courses*
10. B.S. in Business Marketing Education/Teaching – *request exclusion for General Education requirement: Block VII (QS) to take CIS 212 or CSC 104*
11. B.S. Construction Management – *change major requirements by removing FSE 379; change supporting course requirements by deleting three upper-division hours of selected Business electives and adding three upper- or lower-division hours of the same electives.*
12. Elementary Education (P-5) Teaching B.S. – *add ELE 445W and EDF 319W to the Program*
13. Middle Grade Education (5-9) Teaching B.S. – *add EMG 445W and EDF 319W to the Program Core and Professional Education Requirements*
14. Deaf and Hard of Hearing (P-12) with Elementary Education (P-5) Teaching B.S. – *add ELE 445W and EDF 319W to the program*
15. Deaf and Hard of Hearing (P-12) with Middle Grade Education (5-9) Teaching B.S. – *add EDF 319W and EMG 445W to the program core and education requirements*
16. Special Education/Teaching B.S. Learning and Behavior Disorders – *add ELE 445W, EDF 319W, EMG 445W to the program core and education requirements*
17. B.S. Physical Education – *remove PHE 415 requirement under option and add REC 102 or REC 290 under Support Option for Fitness and Wellness Option*
18. Minor in Community Health – *add HEA 320 to required courses and EHS 280 to Elective Courses under Minor*
19. Minor in School Health Teaching P-12
20. Master of Public Health – *drop thesis in all options*
21. Occupational Therapy M.S. – *change Graduate Catalog description of the admission process for Option 2*
22. M.S. Recreation and Park Administration

23. ASP in Paramedicine
24. African/African-American Studies Minor and Certificate Revision – *add AFA 305, 361, 367, 378, 388, 435, and 372S to course offerings*



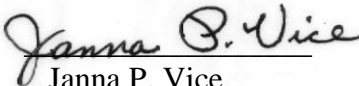
EASTERN KENTUCKY UNIVERSITY

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
Interim Provost

DATE: August 12, 2009

RE: Meeting—Council on Academic Affairs

The Council on Academic Affairs will meet on Thursday, August 20, 2009, at 1:00 p.m. in the Martin Room of the Coates Building.

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 AGENDA

August 20, 2009

1. Call to Order
 2. Approval of the Minutes – May 21, 2009
-

Curriculum Items

Health Sciences

Baccalaureate and Graduate Nursing

	<u>Page</u>
New Program Doctor of Nursing Practice	CHS 9

Justice and Safety

Memorandum of Agreement

Memorandum of Agreement between ECU and the National Fire Academy for Awarding Academic Credit for Non-Collegiate Instruction

Criminal Justice and Police Studies

	<u>Page</u>
Hybrid Course CRJ 388W Criminal Justice Research Writing Intensive	JS 2
Course Revision CRJ 388 Criminal Justice Research – <i>add statement so credit will not be awarded for both CRJ 388 and 388W; revise prerequisites.</i>	JS 20

Safety, Security and Emergency Management

Hybrid Course FSE 300W Technical Report Writing for Emergency Services	JS 23
Drop Course FSE 300 Technical Report Writing for Emergency Services	JS 31
Program Revision Fire and Safety Engineering B.S. – <i>remove FSE 300 and add FSE 300W in program requirements</i>	JS 33

Health Sciences

Baccalaureate and Graduate Nursing

Program Revisions Nursing Pre-RN(BSN)	<i>Decrease overall program to 120-121 hours</i>	<u>Page</u> CHS 3
---	--	----------------------

Nursing Post RN(RN-BSN)	<i>Decrease overall program to 120 hours</i>	CHS 4
New Course		
NSC 960		CHS 5

Environmental Health Science and Clinical Laboratory Science

Program Revision		Page
Clinical Laboratory Science BS	<i>Decrease overall program to 120 hours.</i>	CHS 21

Exercise and Sport Science

New Course		Page
ATR 398 Pre-Season Practicum in Athletic Training		CHS 22
Program Revisions		
Athletic Training B.S.	<i>Add new course, drop HEA450 from support and drop all free electives to bring overall program hours down to 120 hours.</i>	CHS 27
Physical Education BS	<i>Decrease the overall program totals to 120 – 126 hours</i>	CHS 28
Sport Management BS	<i>Decrease overall program to 120 hours</i>	CHS 30

Family and Consumer Science

Program Revisions		
Apparel Design and Merchandise BS	<i>Decrease overall program to 120 hours</i>	CHS 31
General Dietetics BS	<i>Decrease overall program to 120-121 hours</i>	CHS 32

Business and Technology

Communication

New Course		
CMS 205W Advocacy and Opposition		COMM 1
COM 200W Mass Media and Society		COMM 19
Course Revision		
BEM 425 Electronic Media Operations	<i>Add “or COM 200W” to the prerequisite(s)</i>	COMM 32
CMS 205 Advocacy and Opposition	<i>To add a line to catalog description: “Students cannot receive credit for both CMS 205 and CMS 205W.”</i>	COMM 35
COM 200 Mass Media and Society	<i>To add to catalog description: “Students cannot receive credit for both COM 200 & COM 200W.”</i>	COMM 38
COM 405 Media Law	<i>Add “or COM 200W” to the prerequisite(s)</i>	COMM 41
COM 415 Media Ethics	<i>Add “or COM 200W” to the prerequisite(s)</i>	COMM 44
Program Revisions		
Broadcasting and Electronic Media B.A. - <i>change Supporting Course Requirements in PUB BA to include PUB 320 or JOU 320 and PUB 412 or JOU 412 and drop COM 320 A-I. To modify the Broadcasting & Electronic Media Core Courses by adding “or COM 200W” in the Broadcasting and Electronic Media (B.A.)</i>		COMM 47
Communication Studies B.A. - <i>modify the Major Requirement Courses by adding “or CMS 205W” in the Communication Studies (B.A.).</i>		COMM 49
Journalism B.A. - <i>modify the Major Requirements Courses by adding “or COM 200W” in the Journalism (B.A.).</i>		COMM 51
Public Relations B.A. - <i>modify the Major Requirements Courses by adding “or COM 200W” in the Public Relations (B.A.).</i>		COMM 53
Minor in Communication Studies - <i>modify the Requirements by adding “or CMS 205W” in the Minor in Communication Studies.</i>		COMM 55

Minor in Dispute Resolution - <i>modify the Requirements by adding “or CMS 205W” in the Minor in Dispute Resolution.</i>	COMM 57
Minor in Journalism - <i>modify the Requirements by adding “or COM 200W” in the Minor in Journalism</i>	COMM 59
Minor in Public Relations - <i>modify the Requirements by adding “or COM 200W” in the Minor in Public Relations.</i>	COMM 61

Management, Marketing and Administrative Communication

Course Revision	Page
GBU 480 Business Strategy - <i>Add “with a grade of “C” or better in each pre-requisite course” and add CCT “300 or” to CCT 300W.</i>	MMAC 1

Discussion Items

- | | |
|---|---|
| 1. Associate of Arts in General Studies Degree (A.G.S.) | Office of the Provost |
| 2. Change of Major Process | Office of Academic Advising and Retention |
| 3. Degree Works, Effective Dates | Office of the Registrar |
| 4. Withdrawal from the University | Office of the Registrar |
| | Office of Academic Advising and Retention |

Information Items

Board of Regents Update

The following CAA items were approved by the Board of Regents on June 8, 2009:

ACADEMIC POLICY REVISIONS

- Upper-Division-Hours Requirement for Baccalaureate Degree
Revise the number of upper-division hours required for a Baccalaureate Degree from 43 to 42 hours, based on the recommendation of the Ad-Hoc Committee.

CURRICULUM PROPOSALS

New Program

- Associate of General Studies A.G.S.

New Certificates

- GIS Certificate
- Autism Spectrum Disorders Certificate
Recently-approved certificate is being proposed as a Professional-Level Certificate, which will need CPE approval.

Program Revisions Decreasing to 120 Hours

5. Anthropology Program Revision
6. General Business B.B.A.
7. Recreation and Park Administration B.S.
8. Health Services Administration Major
9. Health Education B.S.
-Community Health Option, Wellness Option,
School Health Option (to 126 hours)
10. Occupational Science B.S.
11. Homeland Security B.S.
12. B.S. in Emergency Medical Care
13. Correctional and Juvenile Justice Studies B.S.
14. Bachelor of Individualized Studies B.I.S.
15. General Studies B.A.

Program Suspension

16. Corporate Communications and Technology B.B.A.

Program Revisions

17. B.A. English
Change program requirements - add requirement for three hour Theatre course to the Following emphases in English major: Literature, Creative Writing, and Technical Writing; add Theatre capstone course to the Catalog; Remove six credits of foreign language requirements from the following options in the English major: Literature, Creative Writing, and Technical Writing; Change the current exclusion of Block VIII classes to require only Option 2 of that Block; Remove all non-foreign language Supporting Course requirements for the English Literature emphasis; Create a new block of required diversity courses in the following Emphases in the English major: Literature, Creative Writing, Technical Writing.
18. Paralegal Program
Add language to departmental requirements.
19. B.S. in Psychology
Add PSY 319 Industrial/Organization Psychology for B.S. Degree
20. B.B.A. Accounting Program Revision – *Eliminate ACC 442 and 527 from the Accounting Program*
21. Master of Business Administration
Drop ACC 750 from the Master of Business Administration Program
22. Minor in Advertising Program Revision – *Change Minor to drop COM 320 Series and add JOU or PUB 320*
23. Minor in Visual Media Program Revision – *Change Minor to drop COM 320 Series and add JOU or PUB 320*
24. B.A. in Journalism Program Revision – *Change Major to drop COM 320 Series and add new courses*

25. B.A. in Public Relations Program Revision – *Change Major to drop COM 320 Series and add new courses*
26. B.S. in Business Marketing Education/Teaching – *Request exclusion for General Education requirement: Block VII (QS) to take CIS 212 or CSC 104*
27. B.S. Construction Management
Change major requirements by removing FSE 361 and adding FSE 379; Change supporting course requirements by deleting three upper-division hours of selected Business electives and adding three upper- or lower-division hours of the same electives.
28. Elementary Education (P-5) Teaching B.S.
Add ELE 445W and EDF 319W to the Program
29. Middle Grade Education (5-9) Teaching B.S.
Add EMG 445W and EDF 319W to the Program Core and Professional Education Requirements
30. Deaf and Hard of Hearing (P-12) with Elementary Education (P-5) Teaching B.S.
Add ELE 445W and EDF 319W to the Program Core and Professional Education Requirements
31. Deaf and Hard of Hearing (P-12) with Middle Grade Education (5-9) Teaching B.S.
Add EDF 319W and EMG 445W to the Program Core and Education Requirements
32. Special Education/Teaching B.S. Learning and Behavior Disorders
Add ELE 445W, EDF 319W, EMG 445W to the Program Core and Education Requirements
33. B.S. Physical Education Program Revision – *Remove PHE 415 requirement under option and add REC 102 or REC 290 under Support Option for Fitness and Wellness Option*
34. Minor in Community Health Program Revision – *Add HEA 320 to required courses and EHS 280 to Elective Courses under Minor*
35. Minor in School Health Teaching P-12
36. Master of Public Health Program Revision – *Drop thesis in all options*
37. Occupational Therapy M.S. – *Change Graduate Catalog description of the admission process for option 2*
38. M.S. Recreation and Park Administration
39. ASP in Paramedicine – *Remove EMC 212 from program requirements*
40. African/African-American Studies Minor and Certificate Revision
Add AFA 305, 361, 367, 378, 388, 435, and 372S to course offerings.



EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

Office of Academic Affairs
Special Assistant to the Provost for Academics
sherry.robinson@eku.edu www.eku.edu

CPO 30A, 112 Coates Building
521 Lancaster Avenue
Richmond, Kentucky 40475-3102
PHONE: (859) 622-3884
FAX: (859) 622-8136

TO: Rick McGee
FROM: Sherry Robinson *SR*
DATE: August 5, 2009
SUBJECT: CAA agenda Item for August 20 meeting

Attached is a Memorandum of Agreement between EKU and the National Fire Academy for awarding academic credit for non-collegiate instruction. This MOA has been reviewed by the department chair, the college dean, the Provost Office, the Registrar, and the Graduate School. It is now being submitted for consideration by the Council on Academic Affairs.



Eastern Kentucky University is an Equal Opportunity/Affirmative Action Employer and Educational Institution



Memoranda of Agreement for Academic Endeavors Cover Page

Check One: MOA regarding credit for non-collegiate instruction Other MOA involving Academic Affairs unit(s)
(For non-collegiate sponsored instruction and training programs-see Policy 4.2.1)

Department SSEM College Justice + Safety

Dean Dean Ault

Agreement between EKU and United States Fire Academy

The following is the routing for Memoranda of Agreement developed and executed through Academic Affairs.

Reviewed/Approved by:	Signature:	
Department Chair	<u>Larry R. Collins</u>	Date <u>6/16/09</u>
College Dean	<u>Allen Ault</u>	Date <u>6/16/09</u>
Provost Office	<u>Sherry Robinson</u>	Date <u>6/18/09</u>
Registrar	<u>M. T. D.</u>	Date <u>07/04/09</u>
University Counsel (if applicable)	<u>NA</u>	Date _____
Graduate Council (if applicable)	<u>[Signature]</u>	Date <u>7/7/09</u>
Council on Academic Affairs (if applicable)	<u>Janna B. Dine</u>	Date <u>8/20/09</u>

Once these reviews and approvals have been completed and any changes made to the agreement, TWO* copies of the final draft of the MOA will be sent by the college dean to the Provost Office.

*Provide additional copies if the MOA involves more than one external party to the agreement.

Provost's Office Date Received _____

President's Office Date Received _____

RECEIVED
6-18-09
ASSOC PROVOST

TWO signed copies of the MOA will be sent to the external party(ies) of the agreement with the request that one completed MOA be returned to the Provost Office. Official MOAs will be filed in the Provost Office. A copy of the MOA will be sent to the Office of the Registrar. Departments colleges may obtain a copy upon request.

Date Final Signed _____

Copy of MOA _____

Received by _____

Provost Office _____

**Memorandum of Agreement for Awarding Academic Credit
For Non-Collegiate Instruction
Between
Eastern Kentucky University and
And
National Fire Academy (USFA)**

I. Purpose

The purpose of this Memorandum of Agreement (MOA) is to describe the conditions under which academic credit will be awarded for non-collegiate instruction and to assign, as appropriate, the responsibilities of the agreement's designated parties.

II. Background and General Information

The United States Fire Academy (hereinafter "USFA") directs, oversees, manages and ensures the Executive Fire Officer program (Hereinafter "EFO") program and their policies and procedures.*

The EFO program and certification is designed to be a benchmark educational program for individuals at the executive level of the fire service. The EFO is a program designed as specifically to advanced education for executive level professionals in the fire service interested in career advancement.

III. Recruitment, Admission, and Advisement of Students

EKU will provide a dedicated team of "enrollment advisors" and "marketing staff" through an existing educational services agreement with Compass Knowledge Group. Marketing efforts will consist of online educational directories, internet advertising, print publications, direct mail and outreach initiatives. Such activities are geared toward generating inquiries for the online Master of Science Safety, Security, and Emergency Management program. All inquiries will be directed to an enrollment advisor. The role of the enrollment advisor is to provide prospective students with information regarding admission to the University and to the SSEM program. Individuals who wish to receive academic credit at EKU must be admitted to the University based on the normal requirements outlined in the Graduate Catalog. If they are matriculating as degree-seeking students, prospective students may also need to meet specific program admission requirements. Students will be advised by EKU faculty/advisors concerning the process for receiving academic credit for the EFO Program.

IV. Awarding and Transcribing of Credit

Eastern Kentucky University agrees to award 6 graduate hours upon verification by the Registrar upon successful completion of the Executive Fire Officers (EFO) program and upon acceptance by the ECU Graduate School and MS in SSEM graduate program.

EKU has determined the amount and level of credit by having the College of Justice & Safety faculty from the Department of Safety, Security and Emergency Management (SSEM) evaluate the courses and topics covered to ensure that materials covered are at the appropriate level of credit received and consistent with academic content. A three year periodic review will be initiated by the College of Justice & Safety to ensure that the content of the EFO program is consistent with the agreement. ECU or the USFA may request a review of the credit received at any time to ensure consistency and will notify the other party if the curriculum is changed.

Credit for EFO will be transcribed as non-institutional credit with a grade of "CR" after the EFO student has been accepted into the graduate school and the SSEM graduate program and has enrolled at ECU. The credit will include the name of the experience, the number of credit hours, and the level of credit awarded and can be utilized in lieu of the two (2) of the identified elective graduate courses in the SSEM program: SSE 820 (Strategic Planning for Fire and Emergency Services), SSE 824 (Leadership in the Fire and Emergency Services), SSE 829 (Public Emergency Services) and SSE 890 (Topical Seminar). Credit for non-collegiate instruction does not impact the student's grade point average (GPA) and will not be recorded on student transcripts unless a valid Memorandum of Agreement is in effect. Students may transfer a maximum of six (6) credit hours into the SSEM graduate program.

V. Curriculum and Faculty

The development and delivery of the curriculum as well as the determination of the qualifications and appointment of faculty for the EFO program is the responsibility of the USFA. ECU and faculty from the College of Justice & Safety have been provided access to and have conducted a thorough review of the EFO courses and content. Given the rigor and content of the EFO courses, the SSEM faculty has recommended six (6) graduate hours for successful completion of the EFO program. Furthermore, ECU and USFA agree that graduate faculty from the College of Justice & Safety will be permitted to monitor and assess all aspects of the EFO program, including but not limited to the content, delivery and program changes, on a periodic basis. The ECU Department of Safety, Security and Emergency Management will be responsible for ensuring credit worthiness of the EFO curriculum and applicability toward program completion at ECU.

VI. Recordkeeping

An original signed copy of this MOA will be maintained in the Academic Affairs Office at Eastern Kentucky University. Copies will be distributed to the Registrar, the appropriate dean and department, and to the Graduate Dean. The USFA will be responsible for ensuring that it maintains and distributes its copies of this agreement.

VII. Term, Review, Renegotiation, and Review of MOA

A. Terms of the MOA

This Agreement shall become effective upon its execution by the parties and shall have an initial term ending on June 30, 2011.

B. Renewal and Renegotiation of the MOA

Upon expiration of the initial term, this Agreement shall automatically renew four times for one-year terms unless either party terminates, with or without cause, by adequate written notice in compliance with the termination provisions of paragraph C, of this Section VII. Any changes, alterations, modifications, or qualifications to the terms of this Agreement shall be made in writing signed by both parties.

C. Termination of the MOA

Eastern Kentucky University and the USFA may terminate this agreement with adequate written notice. Adequate notice is defined as providing sufficient time to implement the "affected students" agreement below. Termination of the MOA may occur for various reasons, including but not limited to, changes in EKU's mission, state or federal regulations or accrediting policies.

D. Affected Students Agreement

In the event that a decision is made to terminate this MOA, every effort will be made to accommodate students as to minimize the disruption to their academic path. To the extent possible, students admitted to EKU or, students who have a reasonable expectation of receiving credit for EFO, will be accommodated. When this is not possible, students will be advised by EKU advisors as to their options.

The undersigned agree to the terms and conditions set forth in this document.

Eastern Kentucky University _____ **Date** _____

_____ **Date** _____

United States Fire Academy _____ **Date** _____

_____ **Date** _____

_____ **Date** _____




EASTERN KENTUCKY UNIVERSITY
Serving Kentuckians Since
1906

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: 
Dr. Allen Ault, Dean
College of Justice & Safety

DATE: August 6, 2009
RE: Agenda Items

Please include the enclosed curriculum proposals on the agenda for the next meeting of the Council on Academic Affairs scheduled for August 20, 2009.

Department of Criminal Justice & Police Studies

Undergraduate:

Hybrid Course:
CRJ 388W Criminal Justice Research Writing Intensive

Course Revision:
CRJ 388 Criminal Justice Research
Add statement so credit will not be awarded for both CRJ 388 and 388W; revise prerequisites.

Department of Safety, Security & Emergency Management

Undergraduate:

Hybrid Course:
FSE 300W Technical Report Writing for Emergency Services

Drop Course:
FSE 300 Technical Report Writing for Emergency Services

Program Revisions:
Fire and Safety Engineering B.S.
Remove FSE 300 and Add FSE 300W in Program Requirements



Eastern Kentucky University is an Equal Opportunity/Affirmative Action Employer and Educational Institution.

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"/> 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>Criminal Justice</u> College <u>Justice & Safety</u> *Course Prefix & Number <u>CRJ 388W</u> *Course Title (<u>30 characters</u>) <u>Criminal Justice Research</u> *Program Title <u>Criminal Justice</u> (Major <u>x</u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)	
*Provide only the information relevant to the proposal.		
Proposal Approved by: <u> </u> <u>Date</u> Departmental Committee <u>6.30.2009</u> Graduate Council* <u> </u> <u>Date</u> <u>NA</u> <i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/> Council on Academic Affairs <u> </u> College Curriculum Committee <u>7-30.2009</u> Approved <u>x</u> Disapproved <u> </u> <u>08/20/09</u> General Education Committee* <u>Na</u> Faculty Senate** <u> </u> <u>NA</u> Teacher Education Committee* <u>NA</u> Board of Regents** <u> </u> <u>NA</u> Council on Postsecondary Edu.*** <u> </u> <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.) Create a writing-intensive course CRJ 388W 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: Course and both instructors approved by W.I. Committee. Approval letter from TCAC is attached.	
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.)

CRJ 388 W Criminal Justice Research (3) A. Pre-requisite: ENG 102, or ENG 105, or HON 102 and CRJ 101 or COR 201 with a grade of C or better, sophomore standing, 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 or ~~PLS 388~~ or CRJ 388.

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)*
CRJ	388W	Fall 2009	AS _____ JS x BT _____ EM _____ ED _____ PC _____ HS _____	CJPS
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3.0	Lecture X _____ 3.0	Laboratory _____ Other _____	Cip Code (first two digits only) 43	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
I	100%	N	FR x _____ JR _____	
B	100%		SO _____ SR _____	
T	100%			
V	50/50	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 _____	
W	50/50			
		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 102, or ENG 105 or HON102
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.	CRJ388, COR388
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)			

Professor Stephen Kappeler
Department of Criminal Justice and Police Studies
Stratton 467
17 June 2009

Dear Stephen:

I'm writing to let you know that the TCAC Advisory Board has approved your proposal for CRJ 388W. We're very happy to be adding this major-area course to those available to students.

You are all set to go in offering the course as soon as in can be scheduled. I'm copying this letter to your chair and others so that they will know that the course is approved and can be scheduled.

Please remember to include on your syllabus this statement (filling in your own information, of course):

"For assignment X, you must send an electronic copy to me at mary.doe@eku.edu by (time/date). (1) The document must be in Microsoft WORD; (2) You must include your ID number on the document. A copy of this document will be sent to a committee to evaluate the overall success of writing-intensive courses. Your ID number will allow the University to track students' progress over time, without seeing your name. Very rarely, a paper may be printed to use for training purposes. When this occurs, the ID number is removed before printing."

The assignment you ask to have submitted electronically should be the course's major writing assignment; you'll send it on to me (preferably, the whole class's papers on a CD), and it will be evaluated for assessment purposes. The particulars of the assessment process will be announced later.

We'll be having several faculty gatherings this fall to exchange ideas about what's working well in our writing-intensive classes; I'll let you know the dates and times for these when they are formally scheduled.

Thanks again for your hard work in making your new course a reality. If there's anything I can do to help, please let me know.

Best regards,

Deborah Core
Director, TCAC
Professor of English

cc. Dr. Onda Bennett
Dr. Victor Kappeler
Ms. Rebecca Moore
Mr. Aaron Raider

SYLLABUS

Eastern Kentucky University
CRJ 388W
Criminal Justice Research
CRN _____
Fall, 2009
Department of Criminal Justice & Police Studies
Corbin Regional Campus

INSTRUCTOR

Stephen F. Kappeler (please feel free to call me Mr. K)

EMAIL

stephen.kappeler@eku.edu

OFFICE

118 Corbin Campus Building

PHONE

Office: (859) 622-6710 or Campus: (606) 528-0551

OFFICE HOURS

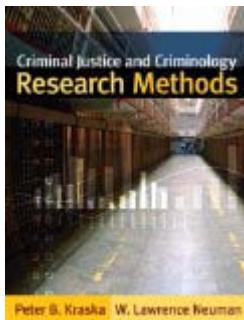
Monday: 8:00 a.m. to 9:45 a.m.

Tuesday: 8:00 a.m. to 1:00 p.m.

Wednesday: 8:00 a.m. to 9:45 a.m.

Additional office hours are also available by appointment

TEXTBOOK



Criminal Justice and Criminology Research Methods

by Peter B. Kraska, W. Lawrence Neuman
Hardcover, 576 Pages, Published in 2007, 1st Edition

ISBN-10: 0-205-48570-7 (0205485707)

ISBN-13: 978-0-205-48570-3 (9780205485703)

EKU Bookstore link is <http://www.bookstore.eku.edu/>

http://www.isbns.net/compare_prices/9780205485703

BOOK PRICE COMPARISONS--<http://www.isbns.net/compare/0495093254>

COURSE DESCRIPTION : CRJ388 W

CRJ 388 W Criminal Justice Research (3) A. Pre-requisite: ENG 102, or ENG 105, or HON 102 and CRJ 101 or COR-201 with a grade of C or better, sophomore standing, 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 or CRJ 388.

CATALOG COURSE OBJECTIVES

The course will acquaint the student with a variety of research methods applicable to criminal justice and the social sciences. Quantitative as well as qualitative research methods will be explored. The course will focus on the proper selection of a research method, research design, conceptualization, hypothesis formulation, measurement, and sampling techniques. Since the course is intended for the beginning methods student, emphasis will be placed on a general understanding of the terminology associated with social science research and the varying methodologies available to the social scientist.

Dr. Core—Are there any writing intensive course catalog objectives or description that needs to be added?

COMMON COURSE OBJECTIVES

- 1) Gaining factual knowledge (terminology, classifications, methods, trends)
- 2) Learning fundamental principles, generalizations, or theories
- 3) Learning to apply course material (to improve thinking, problem solving, and decisions)
- 4) Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course
- 5) Learning to analyze and critically evaluate ideas, arguments, and points of view

LEARNING OUTCOMES

Students will gain factual knowledge (terminology, classifications, methods, and trends). Students will learn fundamental principles, generalizations, and theories. Students will analyze and critically evaluate ideas, arguments, and points of view. Students will demonstrate critical and creative thinking and writing skills.

OFFICIAL LAST DAY TO ADD OR DROP THE COURSE

Review Colonel's Compass for official dates at <http://www.eku.edu/compass/>

OFFICIAL EMAIL

An official ECU email account is established for each registered student, each faculty member, and each staff member. All university communications sent via email will be sent to this ECU email address.

REQUIRED READINGS

Additional reading materials will be distributed in class or posted on Blackboard. See also list of required readings under Course Schedule.

DISABILITY ACCOMMODATION 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 accommodations, and are not registered with the OSID, please contact the Office in Student Services Building Room 361 by e-mail 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

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.eku.edu. Questions regarding this policy may be directed to the Office of Academic Integrity. Please refer to link for additional information <http://www.academicintegrity.eku.edu/>.

Preamble

Eastern Kentucky University is a community of shared academic values, foremost of which is a strong commitment to intellectual honesty, honorable conduct, and respect for others.

Academic Dishonesty Defined

Academic integrity is a fundamental value for the Eastern Kentucky University community of students, faculty, and staff. It should be clearly understood that incidents of academic dishonesty will have serious consequences. Anyone who knowingly assists in any form of academic dishonesty shall be considered as responsible as the student who accepts such assistance and shall be subject to the same sanctions. Academic dishonesty can occur in different forms, some of which include cheating, plagiarism, and fabrication.

Plagiarism

Plagiarism occurs when a student represents work taken from another source as his/her own. It is imperative that a student gives credit to information, words, ideas, and images that are integrated into his/her own work. Acknowledgement of a source of information in any form should consist of complete, accurate, and specific references and, if verbatim statements are included, quotation marks as well. Examples of plagiarism include, but are not limited to:

- * Using words, ideas, or images from another source (including the Internet); whether in quotation marks or not, without giving credit to that source in the form of a bibliographic citation;
- * Using facts, statistics, or other supporting materials that are not clearly common knowledge without acknowledgment of the source.

Cheating

Cheating is an act or an attempted act of deception by which a student seeks to misrepresent that he/she has mastered information on an academic exercise. Cheating includes, but is not limited to:

- * Giving or receiving assistance not authorized by the instructor or

University representative;

- * Participating in unauthorized collaboration on an academic exercise;
- * Using unapproved or misusing electronic devices or aids during an academic exercise.

Fabrication

Fabrication is a form of deception and occurs when a student misrepresents written or verbal information in an academic exercise. Fabrication includes, but is not limited to:

- * Citation of information not taken from the source indicated. This may include the incorrect documentation of secondary source materials;
- * Listing sources in a bibliography not directly used in the academic exercise;
- * Submission in a paper, thesis, lab report, practicum log, or other academic exercise of falsified, invented, or fictitious data or evidence, or deliberate and knowing concealment or distortion of the true nature, origin, or function of such data or evidence;
- * Submitting as your own any academic exercise (verbal, written, electronic, or artistic work) prepared totally or in part by another person.

COURSE REQUIREMENTS

Participation

The student is expected to be prepared before coming to class (or engaging in a group discussion for online classes) and demonstrate that preparation. Preparation refers to completing all readings before coming to class (or engaging in a group discussion for online classes) with enough comprehension to contribute to an intelligent discussion (see reading list below).

Every effort will be made by the professor to maintain a class atmosphere conducive to learning and the free exchange of ideas. Since learning is an interactive process of communication between faculty and students, each student is expected to participate in this process. This class is being taught as a seminar, and it is my expectation that we will conduct the class sessions as true seminars. This expectation carries with it the following assumptions:

- a. All students will have completed the readings prior to the class meetings or online meetings
- b. All students will be prepared to participate in an informed discussion board of issues raised in and about the assigned reading materials;
- c. All students will be able to critically analyze the reading assignments and will contribute original thoughts and ideas about the subject matter under discussion; and

- d. All participants in the seminar will respect opinions and ideas expressed by others and will, in no way, discourage open conversation and the sharing of idea

Since this is a University course, not a high school class, the instructor expects students to read the textbook material before discussions. In any case, students are responsible for all materials that come from the textbook(s), class, and postings on Blackboard, and students will be tested accordingly.

If all of the course requirements are not completed, the student will receive a grade of "F" for the course.

Research Paper

Student is required to conduct a research study, and write a research paper, and topic is to be approved by instructor. Detailed guidelines and instructions will be announced in class, and posted in the Blackboard system under "Assignments". **The research paper will be worth up to 100 points possible (on a scale of 0% up to 100%), and will constitute 33% of your final course grade. The student will receive a final grade, with feedback, from the instructor.**

Assignments

The student is required to keep an informal "personal journal." Journal details and requirements will be discussed in class. **The journal will be worth up to 100 points possible (on a scale of 0% up to 100%).** The student will be assigned 15 chapter assignments comprised of essays, multiple choice, and true and false questions. **Each chapter assignment will be worth up to 100 points (on a scale of 0% up to 100%).** The student will also be assigned 10 mini research paper stages writing assignments in and out of the classroom, **each will be worth 100 possible points (on a scale of 0% up to 100%). Each mini stage research paper will receive instructor feedback.** All "assignments" will comprise 34% of your total course grade. Any assignment not completed/submitted by the deadline dates, the student will not receive credit for the late assignment(s). Blackboard written assignments must to be completed in an "Office 2007" Word .doc format or .docx. If all course requirements are not completed and received, the student will receive the grade of "F" for the course, or one letter grade off final grade, at the instructor's discretion, regardless of the grade. Please see assignment deadlines in your course files and Syllabus! Please review all instructor feedback after your assignments are graded/posted. These feedbacks have important information regarding the assignment as well **as for the final research paper.**

Examinations

There will be two scheduled examinations that will consist of objective and subjective questions. Each examination may be composed of essays, multiple choice, true and false, and questions. Each examination will be worth 100 points, **(on a scale of 0% up to 100%)**. The two examinations will constitute 33% of your final grade. No make-up examinations will be offered for unexcused absences. In the event of an excused absence, it is the student's responsibility to contact the instructor to schedule the make-up examination. All make-up exams will be comprehensive in nature and essay in form. Please see exam dates in your course files, announcements, course schedule below, course documents, and syllabus! If the mid-term exam is not completed by the deadline date, it will lose one letter grade and, if any, class curve points! If final exam is not completed and submitted by the deadline, you will be assigned a grade of "F" with a "0" value.

For the individual writing project, you must send an electronic copy to me at mary.doe@eku.edu by 5 p.m. on December 9, 2009 . (1) The document must be in Microsoft WORD; (2) You must include your ID number on the document. A copy of this document will be sent to a committee to evaluate the overall success of writing-intensive courses. Your ID number will allow the University to track students' progress over time, without seeing your name. Very rarely, a paper may be printed to use for training purposes. When this occurs, the ID number is removed before printing.

Quizzes

Periodically, announced and unannounced quizzes may be given. No make-up quizzes will be given under any circumstances.

Grading Scale

A = 100-95%
B = 94- 85%
C = 84-75%
D = 74-65%
F = below 65%

*Final grades will not be posted nor will they be given out in person or over the phone. Please see your grades in Blackboard file and ECU Direct.

STUDENT PROGRESS

Students will receive written feedback and grades on each assignment and all course requirements. Students will have current grades posted and running weighted total grades in the Blackboard system.

ATTENDANCE

Students are expected to attend class/online on a regular basis. If a student misses three or more classes, the professor will retain the option of failing that student for the course regardless of their exam(s) and assignment(s) scores. Additionally, missing substantial portions of the class is likely to affect a student's performance on the examinations and assignments.

SCHEDULE

It is anticipated that we will cover one chapter a week from the text. Any changes of reading assignments will be announced in class/online. The student should complete the scheduled reading assignments prior to attending class/online and be prepared to discuss the material. From time to time, special reading assignments will be made, and the instructor's lectures will deviate from the text material. In any case, the student is, for purposes of the examinations and quizzes, responsible for all assigned readings, lecture notes, and audio-visual material. The order of reading assignments is tentatively scheduled below. When test dates are finalized, they will be announced at least one week in advance.

TENTATIVE COURSE SCHEDULE

WEEK #1: August 24 and 26

Read, Chapter 1: "Criminal Justice and Criminology Research: Mapping the Terrain"

Essay and Chapter Assignment # 1 Deadline **August 26, 2009**

Asking Research Questions: Considering Problems in the Field of Criminal Justice.

Discussing and writing a research question(s).

How to find resources appropriate to the social sciences. Why sources? Information, data and evidence to the problem.

WEEK # 2: August 31 and September 2

Read, Chapter 2: “The Nature of Science and Research”
Essay and Chapter Assignment # 2 Deadline **September 2, 2009**
Literature Review. Working sources into the research paper. Thinking and writing strategies Managing sources the how and why to incorporating sources.

WEEK # 3: September 7 (no class) and 9

Read, Chapter 3: “Philosophical and Theoretical Foundations”
Essay and Chapter Assignment # 3 Deadline **September 9, 2009**
Scientific Format: APA and Citing Sources

WEEK # 4: September 14 and 16

Read, Chapter 4: “Ethics and Reviewing the Literature”
Essay and Chapter Assignment # 4 Deadline **September 16, 2009**
Introduction: Rhetorical Context: a Role, an Audience and a Purpose. Critical Analysis. Problem, Thesis, Overview, and Hypothesis. Designing a Classical Experiment: Critical thinking and writing the design Peer review and instructor feedback

WEEK # 5: September 21 and 23

Read, Chapter 5: “Quantitative and Qualitative Research Design”
Essay and Chapter Assignment # 5 Deadline **September 23, 2009**
Assignment: Prospectus: (See Week 5 assignment for details)

WEEK # 6: September 28 and 30

Read, Chapter 6: “Quantitative and Qualitative Measurement”
Essay and Chapter Assignment # 6 Deadline **September 30, 2009**
Prospectus: peer review (revisions) and instructor review and feedback

WEEK # 7: October 5 and 7

Read, Chapter 7: “Quantitative and Qualitative Sampling”
Essay and Chapter Assignment # 7 Deadline **October 7, 2009**

Research Abstract: Formatting, Content, and Writing
Instructors review and feedback (revisions)
Prospectus final revisions due **October 7, 2009**

WEEK # 8: October 12 (no class) and 14

Read, Chapter 8: “Experimental and Quasi-Experimental Crime and Justice Research”

Essay and Chapter Assignment # 8 Deadline **October 14, 2009**
Instructor review and feedback (revisions)

Exam 1: Mid-term exam (Essays)

Mid-term Exam is located in your Course Document file after Chapter 7 notes. Midterm Exam is tentatively scheduled for October 14, 2009.

WEEK # 9: October 19 and 21

Read, Chapter 9: “Survey and Interview Methods”

Essay Chapter Assignment # 9 Deadline **October 21, 2009.**

Research: Writing the Methodology

Methodology: Submission and instructor review and feedback (revision)

WEEK # 10: October 26 and 28

Read Chapter 10: “Nonreactive Research: Content Analysis and Existing Documents/Statistics”

Essay and Chapter Assignment #10 Deadline **October 28, 2009**

Research Findings: Content and Formatting

Peer review and instructors review and feedback (revision)

WEEK # 11: November 2 and 4

Read, Chapter 11: “Analysis of Quantitative Data”

Essay and Chapter Assignment #11 Deadline **November 4, 2009**

Research: Conclusion and Recommendation

Instructor review and feedback (revision)

WEEK # 12: November 9 and 11

Read, Chapter 12: “Crime and Justice Ethnographic Field Research”

Essay and Chapter Assignment #12 Deadline **November 11, 2009**
Research References: Submission and instructor review and feedback (revision)

WEEK # 13: November 16 and 18

Read, Chapter 13: "Historical, Qualitative Document Analysis, Academic Essay and Chapter Assignment #13 Deadline **November 18, 2009**
Academic Titles: Peer review (revisions) and submission
Personal Journals due date: November 18, 2009

WEEK # 14: November 23 and 25 (no class)

Read, Chapter 14: "Analysis of Qualitative Data"
Essay and Chapter Assignment #14 Deadline **December 2, 2009**
Research Paper: final rough draft due date: November 23, 2009
Instructor review and feedback (revision)

WEEK # 15: November 30 and December 2

Read, Chapter 15: "Presenting Crime and Justice Research"
Essay and Chapter Assignment #15 Deadline **December 2, 2009**
Research paper with final rough draft revisions due date: December 2, 2009
Paper Presentations December 2, 2009

WEEK # 16: December 7 and 9

Paper Presentations
Exam 2: Final exam (Essays)

Final Exam is located in your Course Document file after Chapter 15 notes.
The Final Exam is tentatively scheduled for December 9, 2009.

INCOMPLETE GRADES

An Incomplete Grade: An Incomplete grade may be assigned at the instructor's discretion under the following circumstances:

An illness or other legitimate extenuating circumstance has prevented the student from completing the required work by the established deadline **and**;

The incomplete is not based solely on a student's failure to complete work or as a means of raising his/her grade by doing additional work after the grade report time; **and**

The instructor agrees to complete this contract and to send it to the Registrar's Office (ideally with the student's signature). The Registrar's Office must receive it no later than 30 days after the deadline for final grade submission for the term in question. If no contract is submitted within 30 days of the final grade deadline the "I" grade will be replaced with an "F". Students will NOT be allowed to hand deliver incomplete contracts to the Registrar's Office.

All outstanding work must be completed and a Grade Change form must be submitted by the instructor to the Office of the Registrar by the last day of classes of the regular semester (fall/spring) immediately following the term in which the incomplete grade was originally assigned. If a grade change is not submitted by the established deadline, the incomplete will automatically default to a failing (F) grade.

Special Note Regarding Graduation Eligibility & Incomplete Grades: A degree cannot be awarded to a student with incomplete grades on their record. Pending graduates are cautioned about the consequences of agreeing to the assignment of an incomplete grade as it can prevent a student from graduating on time.

Pending graduates with unresolved incompletes ("I") will be given the choice of accepting an "F" in the course or being deferred to the next term for graduation consideration. Students with an unresolved in-progress grade (IP) will be given the choice of accepting an "NC" for the course or being deferred to the next term for graduation consideration.

My Policy on Incomplete Grades: It is my policy to give an Incomplete ONLY in the most extreme cases, and where the student has communicated with me about those circumstances as soon as they are manifest. I will NOT issue an Incomplete when a student has failed to complete at least 70 percent of the coursework and has failed to complete any assignment due before the official drop or withdrawal date. If in the unlikely case I grant an Incomplete, I deem it the student's responsibility to finish the coursework, contact me about submitting the

work, and checking with the Department Office and the Register to ensure that a SIGNED contract has been submitted and a change of grade form has been turned in before the grade changes to an "F".

INSTITUTIONAL EXPECTATIONS FOR PREPARATION ON THE PART OF STUDENTS

Lower Division Courses: Minimum of two hours of outside preparation for every hour of lecture. **Upper Division Courses**: Minimum of three hours of outside preparation for every hour of lecture. **Graduate Level Courses**: Minimum of four hours of outside preparation for every hour of lecture.

COURSE INFORMATION

Copying, displaying, and distributing copyrighted works may infringe the owner's copyright. The materials in this course are either copyrighted by the instructor, used with permission, used under Section 110 of the U.S. Copyright Act, or used under Fair Use of Copyrighted Materials law. Any use of computer or duplicating facilities by students, faculty, or staff for infringing use of copyrighted works, is subject to appropriate disciplinary action. You should not disseminate any of the materials contained in this course without permission.

Week # 5 Assignment: Prospectus

Peer review with checklists date: **September 23, 2009**

Submission to instructor with peer review revisions due date: **September 30, 2009**

- 1) **What Criminal Justice research problem(s) or question(s) do you intend to address?**
- 2) **Why is it an interesting question(s)? Why is it problematic to the field of Criminal Justice? Why is it significant?**
- 3) **How far along are you on your thinking and research? What have you discovered or what do expect to discover? Are you ready to formulate a thesis statement? If so, what is your statement?**
- 4) **Attach a working bibliography of the sources you have used so far. Write short annotation for the material you have already read. Make sure you follow APA formatting.**

5) Research paper: Title

Instructor's review, feedback and rubric due to student on **October 5, 2009**
Instructor's revisions due on **October 7, 2009**

RUBRIC FOR WEEK 5 PROSPECTUS

Qualities & Criteria	Poor (1-2)	Good (3-4)	Excellent (5)
<p>Prospectus</p> <p>Research question(s); problematic; thesis statement; research discovered; bibliography; APA formatting</p> <p>weight: 5% of paper grade</p> <p>score (1, 2, 3, 4, or 5) x 1 =</p>	<p>a. There is no research question(s) to the topic and thesis lacks clarity</p> <p>b. No clear problematic discussion and little to no research discovered</p> <p>c. No bibliography and not in APA format</p>	<p>a. Stated research question(s) and good thesis statement</p> <p>b. Good problematic discussion and presented some research discovered</p> <p>c. Included bibliography and minor APA issues</p>	<p>a. Clear statement of the research question(s) and excellent thesis statement.</p> <p>b. Outstanding problematic discussion and thorough research discovered</p> <p>c. Included correct bibliography and no APA format errors</p>

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 Criminal & Police Studies <hr/> College Justice & Safety <hr/> *Course Prefix & Number CRJ388 <hr/> *Course Title (30 characters) Criminal Justice Research <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></td> <td>Graduate Council*</td> <td>NA</td> </tr> <tr> <td style="text-align: center;"><i>Is this a SACS Substantive Change?</i></td> <td style="text-align: center;"> Yes**** <input type="checkbox"/> No <input type="checkbox"/> </td> <td>Council on Academic Affairs</td> <td></td> </tr> <tr> <td>College Curriculum Committee</td> <td>7.30.2009</td> <td>Approved <input checked="" type="checkbox"/> Disapproved</td> <td style="color: red;">8/20/09</td> </tr> <tr> <td>General Education Committee*</td> <td>NA</td> <td>Faculty Senate**</td> <td>NA</td> </tr> <tr> <td>Teacher Education Committee*</td> <td>NA</td> <td>Board of Regents**</td> <td>NA</td> </tr> <tr> <td></td> <td></td> <td>Council on Postsecondary Edu.***</td> <td>NA</td> </tr> </table>				<u>Date</u>		<u>Date</u>	Departmental Committee		Graduate Council*	NA	<i>Is this a SACS Substantive Change?</i>	Yes**** <input type="checkbox"/> No <input type="checkbox"/>	Council on Academic Affairs		College Curriculum Committee	7.30.2009	Approved <input checked="" type="checkbox"/> Disapproved	8/20/09	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		Graduate Council*	NA																											
<i>Is this a SACS Substantive Change?</i>	Yes**** <input type="checkbox"/> No <input type="checkbox"/>	Council on Academic Affairs																												
College Curriculum Committee	7.30.2009	Approved <input checked="" type="checkbox"/> Disapproved	8/20/09																											
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.) Change catalog description: Students cannot receive credit for both CRJ388 and CRJ388W 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: Avoid course credit for W and non-W versions of the same 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 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 388 Criminal Justice Research (3) A. Prerequisites: CRJ 101 or COR 201 with a grade of "C" or better, sophomore standing, 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 or ~~PLS 388~~ or CRJ 388W.

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	388	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	CJPS
Credit Hrs.	Weekly Contact Hrs. Lecture _____ Laboratory _____ Other _____		Repeatable Maximum No. of Hrs. _____	
			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.				
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>CRJ388W</u> COR 388, PLS 388
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 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 <u>Safety, Security & Emergency Management</u> College <u>Justice & Safety</u> *Course Prefix & Number <u>FSE 300W</u> *Course Title (<u>30 characters</u>) <u>Tec. Report Writ Emerg Services</u> *Program Title _____ (Major <u>X</u> , Option ____; Minor ____; 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;">6.30.2009</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;">8/20/09</td> </tr> <tr> <td>College Curriculum Committee</td> <td style="text-align: center;">7-30-2009</td> <td>Approved <input checked="" type="checkbox"/> Disapproved _____</td> <td style="text-align: center;">8/20/09</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	6.30.2009	Graduate Council*	NA	<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	8/20/09	College Curriculum Committee	7-30-2009	Approved <input checked="" type="checkbox"/> Disapproved _____	8/20/09	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	6.30.2009	Graduate Council*	NA																											
<i>Is this a SACS Substantive Change?</i> Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	8/20/09																											
College Curriculum Committee	7-30-2009	Approved <input checked="" type="checkbox"/> Disapproved _____	8/20/09																											
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.) Change FSE 300 to FSE 300W 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: Courses with substantive writing requirements can be identified with a W following the course number. This Course (FSE300W) meets the requirements set forth by the Thinking and Communicating Across the Curriculum Advisory Board. Approval letter from TCAC is attached.	
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 ~~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.)

FSE 300W Technical Report Writing for Emergency Services (3). A. Prerequisite: ENG 102 Develop oral and written communication skills specific to the public emergency service sector's needs. Focusing on the technical aspects involved in supporting public initiatives operating within the legal system and learning the specific requirements for submitting documentation to various technical committees. Credit will not be awarded to students who have credit for FSE 300.

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)*
FSE	300W	Fall 2009	AS _____ JS X BT _____ EM _____ ED _____ PC _____ HS _____	SSEM
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture X _____ Laboratory _____ Other _____		Cip Code (first two digits only) 43	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	100%	N	FR _____ JR X _____ SO X _____ SR X _____	
B	100%			
T	100%			
V	50/50%	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 _____	
W	50/50%			
		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>ENG 102</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.	<u>FSE 300</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)			



EASTERN KENTUCKY UNIVERSITY
Richmond, Kentucky 40475-3102
Leading Kentuckians Since 1862

College of Arts and Sciences
Department of English and Theatre
(859) 622-5861

467 Case Annex
521 Lancaster Avenue
Fax (859) 622-3136

Professor Paul Grant
Department of Safety, Security, and Emergency Management
Stratton 250
EKU CAMPUS

14 May 2009

Dear Paul:

I'm writing to let you know that the TCAC Advisory Board has approved your proposal for FSE 300W. We're very happy to be adding this course. As you know, you'll need to move your proposal through the rest of the approval process, department to college: it will then be taken to the CAA for final approval.

When you teach this course, please remember to include on your syllabus this statement (filling in your own information, of course):

"For assignment X, you must send an electronic copy to me at mary.doe@eku.edu by (time/date). (1) The document must be in Microsoft WORD; (2) You must include your ID number on the document. A copy of this document will be sent to a committee to evaluate the overall success of writing-intensive courses. Your ID number will allow the University to track students' progress over time, without seeing your name. Very rarely, a paper may be printed to use for training purposes. When this occurs, the ID number is removed before printing."

The assignment you ask to have submitted electronically should be the course's major writing assignment; you'll send it on to me (preferably, the whole class's papers on a CD), and it will be evaluated for assessment purposes. An assessment session will be held this year on July 13; if you are interested in being part of this process, just let me know and I'll send you details.

I also want to mention that you are eligible for a course reduction (or the equivalent payment) the first time you teach the W class. When the course is in the schedule book for a given semester, let me know and I will start the paperwork for your payment. You are also eligible to apply for funds to be used in faculty development activities that will help you teaching writing-intensive courses better. If you want to use these funds, let me know and I will walk you through the process. These funds need to be used within a year from the date on this letter.

Thanks again for your hard work in making FSE 300W a reality. If there's anything I can do to help, please let me know.

Best regards,

Deborah Core
Director, TCAC
Professor of English

cc. Dr. Larry Collins
Dr. Sara Ziegler

Kentucky

COURSE SYLLABUS
FSE 300W
Technical Report Writing for Emergency Services

Tom Thurman
Professor
Fire & Safety Engineering Technology
tom.thurman@eku.edu
(859) 622-1052

COURSE DESCRIPTION

FSE 300 W Technical Report Writing for Emergency Services (3). A. Prerequisite: ENG 102
Develop oral and written communication skills specific to the public emergency service sector's needs. Focusing on the technical aspects involved in supporting public initiatives operating within the legal system and learning the specific requirements for submitting documentation to various technical committees. Credit will not be awarded to students who have credit for FSE 300.

This writing intensive course is designed to develop oral and written communication skills specific to the public emergency service sector's needs. Students will design, develop and present information using a variety of media appropriate for the intended audience. This course will focus on the technical aspects involved in supporting public initiatives operating within the legal system and learning the specific requirements for submitting documentation to various agencies.

COURSE OBJECTIVES

1. Prepare material to support proposals for public forms such as increasing support of emergency services.
2. Develop accurate documentation representing fire and accident scenes. This material will be in various forms (drawings, PowerPoint, Word documents) to assist to the investigator in supporting their reporting and/or investigation.
3. Review of the National Fire Incident Reporting System for the United States fire Administration with data submission for technical reports.
4. Develop technical reports for submission to NFPA, NIST, OSHA etc.
5. Develop accurate descriptions of accident recreation models for documentation.
6. Developed in a technical format documents supporting emergency services grant proposals.

7. Develop and review various technical writing forms including but not limited to: Grant proposals, affidavits, in-house memos, accident and emergency scene reports, articles, proposals and other written reports as deemed necessary by the instructor.
8. Preparing students to think critically and creatively as they produce written communication and documents in the work place.
9. Class size, instructor schedules, and other external influences beyond the control of the instructor may dictate changes in course methodology and requirements to achieve the objectives of the course, but will be applied uniformly to all students to maximize the learning process. Accordingly, the instructor reserves the right to adjust the syllabus as necessary to meet the objectives of this course.

COURSE TEXTS

1. **Required** - Technical Communication (8th edition) by Mike Markel ISBN: 0312403380 Bedford Books.
2. **Supplemental** (recommended but not required) - Style: Ten Lessons in Clarity and Grace (8th edition) by Joseph M. Williams ISBN: 0321288319 Longman Inc.
3. Handouts which will be provided throughout the semester by the instructor

COURSE METHODOLOGY

The class will be delivered in a number of formats, which include lecture, classroom discussion on a meaningful level, audio-visual media and individual and limited group participation. Class projects in the form of writing documents will be assigned weekly. Each writing assignment will be subjected to an in-class discussion regarding the salient issues of the assignment with regard to the following: Sentence and paragraph construction, spelling mistakes, grammatical usage and, most importantly, content. Further, the students will have the opportunity to peer review each other's work, albeit anonymously to preclude embarrassment.

COURSE REQUIREMENTS

Students are expected to complete reading assignments on time, participate actively in class discussions, complete weekly assignments as scheduled, and complete a final project. Grading will be determined through extensive writing assignments.

GRADING

Grading Scale

- A = 90 – 100 %
- B = 80 – 89 %
- C = 70 – 79 %
- D = 60 – 69 %
- F = less than 60%

Mid-Term Grades: Mid-term grades will be assigned and provided to those individuals that have a “D” or “F” at midterm. For those that have a grade of “C” or better at midterm, they will be provided with notification that they are passing at this time.

COURSE ASSIGNMENTS

Each week the student will complete a series of critical thinking questions that reflect material from the various delivery formats and required readings.

It is the responsibility of the student to turn in each writing assignment on the required date. All assignments turned in after the scheduled class period will be lowered the next letter grade for each school day late. The only exception that **MAY BE CONSIDERED** is due to sickness, university excused function, e.g., FDIC attendance, or circumstances beyond the students’ control. The instructor reserves the sole right to determine what grounds constitutes a reasonable excuse for missing or submitting a late work assignment, the right to require the student to submit proper verification of such excuse.

ADDITIONAL ASSISTANCE

In the event a student requires extra help or assistance with a problem, please feel free to:

- A. Schedule an appointment, at the end of class.
- B. Contact me by email or leave a voice mail.
- C. Stop by the office to see if I can assist you at that time. If you stop by without a scheduled appointment you may not always be assisted due to other responsibilities.

ATTENDANCE POLICY

The University Attendance Policy of 20% will be maintained. Students missing more than twenty percent of the classes without authorization from the instructor will receive an “F” for the final grade.

ACADEMIC HONESTY POLICY

The University Academic Integrity Policy will strictly be enforced. The Academic Integrity Policy is available at www.academicintegrity.eku.edu. Questions regarding this policy may be directed to the Office of Academic Integrity. 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.

(Taken from the Eastern Kentucky University Student Handbook [UHS] Page 31.)

DISABILITY ACCOMMODATION 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.

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: <u>Safety, Security & Emergency Management</u> College: <u>Justice & Safety</u> *Course Prefix & Number: <u>FSE 300</u> *Course Title (<u>30 characters</u>): <u>Technical Report Writing for Emergency Services</u> *Program Title: _____ (Major <u>x</u> , Option __; Minor __; or Certificate __) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	6.30.2009	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	7.30.2009	Approved <input checked="" type="checkbox"/> Disapproved <u>8/20/09</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 course FSE 300</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2010 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: Converting FSE300 to FSE300W.</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.)

~~**FSE 300: Technical Report Writing for Emergency Services (3). A. Develop oral and written communication skills specific to the public emergency service sector's needs. Focusing on the technical aspects involved in supporting public initiatives operating within the legal system and learning the specific requirements for submitting documentation to various technical committees.**~~

**(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)	(Major __, Option <u>X</u> ; Minor __; or Certificate __)	
*Provide only the information relevant to the proposal.		

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	6.30.2009	Graduate Council*	NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	8/20/09
College Curriculum Committee	7.30.2009	Approved <input checked="" type="checkbox"/> Disapproved	
General Education Committee*		Faculty Senate**	9/14/09
Teacher Education Committee*	NA	Board of Regents**	1/25/10
		Council on Postsecondary Edu.***	N/A

*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.)	1. Delete FSE 300 and add FSE 300W to the options.
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:	
Converting FSE 300 to FSE 300W.	
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 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~~, 300W, 322, 355, 360, 366, 410

Fire Protection Administration.....42 hours
 FSE 201, 223, 225, 230, ~~300~~, 300W, 322, 350, 355, 360, 365, 375,390, 400, 425,

Fire, Arson, and Explosion Investigation.....35 hours
 FSE 201, 223,225, 250,~~300~~, 300W, 350, 355, 370, 380, 450, 495, 499 (2)

Industrial Safety and Risk Management.....30 hours
 FSE ~~300~~, 300W, 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 111/115Lab; EHS 340, 345;
 INS 370,378; MAT 107; PHE 320

General Education Requirements.....33-39 hours
 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 AND 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

(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 <u>Government</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>POL 552W</u> *Course Title <u>(30 characters)</u> <u>Modern Political Theory</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by: _____ Date <u>2/19/2009</u> Graduate Council* _____ Date _____ Departmental Committee _____ <i>Is this a SACS Substantive Change? Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/></i> Council on Academic Affairs <u>8/20/09</u> College Curriculum Committee _____ Approved <u>x</u> Disapproved _____ General Education Committee* _____ Faculty Senate** <u>NA</u> Teacher Education Committee* <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.)

<p>A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To create a POL 552 course that incorporates substantive writing assignments and is designated as a writing intensive course.</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:</p> <p>Courses with substantive writing requirements can now be identified with a W following the course number. This will allow courses to be easily identified by students and tracked for assessment purposes. This course meets the requirements set forth by the Thinking and Communicating Across the Curriculum Advisory Board.</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.)

POL 552W Modern Political Theory. (3) A. Cross-listed as PHI 552W. Prerequisites: ENG 102, or ENG 105(B), or HON 102. Examination of Western political theory from the Renaissance to the mid-twentieth century. Credit will not be awarded to students who have credit for PHI 552, PHI 552W, or POL 552.

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)*
POL	552W	Fall 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"/>	GOVN
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. 0	
3	Lecture <u>3</u> Laboratory <u> </u> Other <u> </u>		Cip Code (first two digits only) 42	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR <input type="checkbox"/> JR <input type="checkbox"/> SO <input type="checkbox"/> SR <input type="checkbox"/>	
		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 <input type="checkbox"/>		
		Internship <input type="checkbox"/>		
		Independent Study <input type="checkbox"/>		
		Practicum <input type="checkbox"/>		

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.	ENG 102 or ENG 105(B) or HON 102.
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 POL 552, PHI 552 or PHI 552W.
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 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 <u>Government</u> College <u>Arts and Sciences</u> *Course Prefix & Number <u>POL 553W</u> *Course Title (<u>30 characters</u>) <u>Contemporary Political Theory</u> *Program Title _____ (Major ____, Option ____, Minor ____, or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by: _____ Date <u>2/19/2009</u> Graduate Council* _____ Date <u>NA</u> Departmental Committee _____ <i>Is this a SACS Substantive Change? Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/></i> Council on Academic Affairs _____ College Curriculum Committee _____ Approved <u>x</u> Disapproved _____ 8/20/09 General Education Committee* _____ Faculty Senate** _____ NA Teacher Education Committee* <u>NA</u> 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 create a POL 553 course that incorporates substantive writing assignments and is designated as a writing intensive course.</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:</p> <p>Courses with substantive writing requirements can now be identified with a W following the course number. This will allow courses to be easily identified by students and tracked for assessment purposes. This course meets the requirements set forth by the Thinking and Communicating Across the Curriculum Advisory Board.</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.)

POL 553W Contemporary Political Theory. (3) A. Cross-listed as PHI 553W. Prerequisites: ENG 102, or ENG 105(B), or HON 102. Examination of Western political thought from the mid-twentieth century to the present. Credit will not be awarded to students who have credit for PHI 553, PHI 553W or POL 553.

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)*
POL	553W	Fall 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"/>	GOVN
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. 0	
3	Lecture <u>3</u> Laboratory <u> </u> Other <u> </u>		Cip Code (first two digits only) 42	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR <input type="checkbox"/> JR <input type="checkbox"/> SO <input type="checkbox"/> SR <input type="checkbox"/>	
		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 <input type="checkbox"/>		
		Internship <input type="checkbox"/>		
		Independent Study <input type="checkbox"/>		
		Practicum <input type="checkbox"/>		

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>ENG 102 or ENG 105(B) or HON 102.</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.	Credit not allowed with POL 553, PHI 553 or PHI 553W.
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 type="checkbox"/> Course Revision (Parts II, IV) <input checked="" type="checkbox"/> Hybrid Course (TCAC, "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 Philosophy and Religion <hr/> College Arts & Sciences <hr/> *Course Prefix & Number PHI 552W <hr/> *Course Title (30 characters) Modern Political Theory <hr/> *Program Title (Major ____, Option ____, Minor ____, or Certificate ____) <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> March 19, 2009	<u>Date</u> NA
	Graduate Council* NA	Council on Academic Affairs 8/20/09
	Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	College Curriculum Committee _____	Approved x 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: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) To create a PHI 552 course that incorporates substantive writing assignments and is designated as a writing intensive course. 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: Courses with substantive writing requirements can be identified with a W following the course number. This course meets the requirements set forth by the Thinking and Communicating Across the Curriculum Advisory Board.
	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 ~~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.)

PHI 552W Modern Political Theory. (3) A. Prerequisite: ENG 102 or 105 (B) or HON 102. Cross-listed as POL 552W. Examination of Western political theory from the Renaissance to the mid-twentieth century. Credit will not be awarded to students who have credit for POL 552, POL 552W or PHI 552.

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)*
PHI	552W	Fall 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"/>	PHRE
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3.0	Lecture <u>3.0</u>	Laboratory _____	Other _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Cip Code (first two digits only) 38	
1	3	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.	<u>ENG 102 or 105 (B) or HON 102</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.	<u>Credit not allowed with POL 552, POL 552W or PHI 552.</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) X
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 checked="" type="checkbox"/> Hybrid Course (TCAC, "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 Philosophy and Religion <hr/> College Arts & Sciences <hr/> *Course Prefix & Number PHI 553W <hr/> *Course Title (30 characters) Contemporary Political Theory <hr/> *Program Title (Major ____, Option ____, Minor ____, or Certificate ____) <hr/> *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u> March 19, 2009	<u>Date</u> NA
	Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Departmental Committee		Graduate Council* NA
College Curriculum Committee		Council on Academic Affairs
General Education Committee*	NA	Approved x Disapproved 8/20/09
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 create a PHI 553 course that incorporates substantive writing assignments and is designated as a writing intensive course. 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: Courses with substantive writing requirements can be identified with a W following the course number. This course meets the requirements set forth by the Thinking and Communicating Across the Curriculum Advisory Board.
	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 ~~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.)

PHI 553W Contemporary Political Theory: Writing Intensive. (3) A. Prerequisite: ENG 102 or 105 (B) or HON 102. Cross-listed as POL 553W. Examination of Western political theory from the mid-twentieth century to the present. Credit will not be awarded to students who have credit for POL 553, POL 553W or PHI 553.

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)*
PHI	553W	Fall 2009	AS <input checked="" type="checkbox"/> JS _____ BT _____ EM _____ ED _____ PC _____ HS _____	PHRE
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3.0	Lecture <u>3.0</u> Laboratory _____ Other _____	Cip Code (first two digits only) 38		
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>ENG 102 or 105 (B) or HON 102</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.	<u>Credit not allowed with POL 553, POL 553W or PHI 553.</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) X
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.)

PHI752 (cross-listed as POL 752)
Modern Political Theory
3 hours
Phone: 859-622-5931(POL)

Dr. Zeigler
TERM
Office : 113 McCreary

Sara.Zeigler@eku.edu
www.people.eku.edu/zeiglers

Messages may be left with the department secretary (McCreary 113). Email is the quickest and most effective way to contact me.

Course Objectives and Procedures:

The search for truth is more precious than its possession.
-Albert Einstein

All great truths begin as blasphemies.
-George Bernard Shaw

We will spend the semester struggling with the political questions that preoccupy modern political theorists, thus building a strong foundation in the key concepts and works of modern political thought. Through discussion and writing, students will acquire an understanding of the assigned texts, analyze the questions posed by the theorists and critically evaluate the answers provided. Active participation by students prepared to engage in rigorous (yet civil) discussions of the texts is a necessary component of the course. Students are encouraged to voice reactions and criticisms freely, regardless of whether their remarks coincide with the views of classmates, theorists, or the instructor.

PHI 752: Modern Political Theory. (3) A. Cross-listed as POL 752. Examination of Western political theory from the Renaissance to the mid-twentieth century. Credit will not be awarded to students who have credit for PHI 552, POL 752, PHI 552W or POL 552W.

Drop Date: October 30, 2009. You will receive written feedback on your first exam prior to this date.

The following required text is available in the bookstore or through online vendors..

Wootton, David (ed). 2008. Modern Political Thought: Readings from Machiavelli to Nietzsche. Indianapolis: Hackett Publishing.

Any additional readings will be distributed by the instructor or made available on the web page.

Students will be divided into four groups, A, B, C, and D. Each day, one group will be responsible for explaining and defending the text, while other class members pose questions and criticisms. Each class session will commence with a brief (5-10 minutes) overview of the key

arguments made in the assigned reading. Members of the group assigned to explain the text will provide the overview. Group members may divide the assignment among themselves for purposes of presentation or may alternate presentation responsibilities. Duties should be divided evenly among group members and members are strongly encouraged to discuss the texts and the overview outside of class.

On Fridays, class sessions will be conducted online. The group responsible for the presentation that day will be responsible for posing discussion questions in the forum on Blackboard. Each group member must pose at least one GOOD question no later than 10am on Friday. A “good” question is one that requires the respondent to identify the most important points of the day’s reading, to evaluate the quality of the theorist’s argument supporting the claims and (where possible), to distinguish the concepts in the reading from other works we have read during the semester. While a question may ask the respondents to provide some factual information about the reading, it should focus on the concepts – discussion postings should go beyond summarizing the readings. Each class member must respond to at least two discussion questions, posting responses online. The threaded discussions will begin on Friday – students will have until Monday at 10:10am (class time) to post responses. Participation in online discussions will be graded. Responses must meet a 200-word minimum per response.

University 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.

Grading Scale: All students should read the “Philosophy of Grading” document posted in Blackboard under “course documents.”

A= at least 90% of total points possible

B= at least 80% of total points possible

C=at least 70% of total points possible

D=at least 60% of total points possible

Course Requirements:

1. 2 two-hour online examinations. (40 points each, 80 total). Students will receive written feedback from the instructor on each exam question. Students will be given the opportunity to rewrite the first exam for grade replacement.
2. One final examination. (60 points)
3. Participation in class discussions, as described above. (30 points)

4. Participation in online discussions. There are 14 sessions. Each session is worth five points, for a total of 60 points. You may skip two without penalty. Choose wisely
5. One 8-10 page paper, to be submitted through Safe Assignments in Blackboard 60 points. Each student will make an initial submission and the instructor will provide detailed written feedback and a tentative grade. Each student will revise the paper based upon the feedback and will receive a final grade. Papers will be evaluated for content and for clarity of written communication. 60 points
6. Research Paper, of approximately 20 pages in length, on a topic designed by the student in consultation with the instructor. Please see the research paper guidelines in Blackboard for guidance on selection of appropriate sources, structure and citation. Students will submit a proposal and draft, which will be returned with feedback and a tentative grade. The final paper is due by midnight on Monday, December 14.

All exams will be in essay format and will be open-book, open-note. The take-home exam and the paper must be typewritten. Should you have questions regarding proper citation of sources, consult the instructor or refer to the guidelines provided under “Course Documents” in Blackboard.

Note on Evaluation of Written Work: I will evaluate each examination and paper based upon four major criteria, which will be equally weighted.

1. Argument and Methods: Each essay should offer a clearly defined thesis that is directly responsive to the prompt (for exams) or that explains the topic to be addressed in the paper. For a paper, the writer should define the process by which she or he will address the thesis topic. This component requires you to evaluate the theorists’ work, assessing the validity of the assumptions made and critiquing the arguments made based on those assumptions.
2. Support: Each essay should provide support for the claims articulated in the argument. In other courses, you may provide support through empirical means, such as survey data. In theoretical essays, you will provide support by offering sound reasoning, by applying your claims to either current or historical political problems and by rebutting obvious counterarguments.
3. Competence or Knowledge: Each essay should demonstrate an understanding of the theoretical works under discussion. You should be able to demonstrate an understanding of the content of the theorist’s work and how the principles outlined differ from the works of other theorists. You should also be able to articulate the political implications of the works.
4. Communication: Even if your argument is brilliant, no one will appreciate it unless you can communicate it effectively. For this reason, it is essential that you demonstrate your substantive knowledge in clearly organized, lucid and succinct essays. Once you begin to read the assignments for this class, you will understand how frustrating it can be to decipher disorganized and verbose essays. Lucid, well-organized writing is essential to effective communication and will be considered in evaluating written work. Writing will be assessed using the “Written Communication Rubric,” available under “Course Documents” in Blackboard.

Policies, Procedures, Admonitions and Advice:

1. **Attendance Policy:** The course is designed as a conference and the success of that format depends upon the presence of well-prepared conferees. Students who neglect to attend class demonstrate contempt for their classmates, the instructor and themselves. This will not be tolerated. More than eight unexcused absences may result in automatic failure of the course. Because I regard failure to fulfill responsibilities to one's group as a particularly egregious dereliction of duty, each unexcused absence on a day when your group is "on" will count as two absences. For the purposes of this course, "excused absences" include verifiable medical or family emergencies, university approved activities (accompanied by a university excuse), documentable illness (yours or your child's) and other unforeseen circumstances that the instructor deems to be reasonable excuses for an absence. Students who fail to attend class regularly should also expect such negligence to be reflected in their participation grades.
2. **Preparation:** Students who have not read the assigned texts are not welcome in class.
3. **Make-up Examinations:** As examinations will be available online for a period extending over several days, makeup examinations are given only under extraordinary circumstances.
4. **Late Papers:** A five-point per day penalty may be imposed on late papers. The take-home final may not be submitted after the deadline, except in emergencies (as defined by the instructor). If it is necessary for a student to submit a final exam after the deadline, the student may receive an Incomplete so that the submission of other students' grades will not be delayed.

5. Academic Integrity:

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. Questions regarding the policy may be directed to the Office of Academic Integrity. Students have an affirmative obligation to review and comply with all standards articulated on the ECU Academic Integrity website, in addition to the course specific standards outlined below.

Academic integrity is a fundamental value for the Eastern Kentucky University community of students, faculty, and staff. It should be clearly understood that academic dishonesty is not tolerated and incidents of it will have serious consequences. Anyone who knowingly assists in any form of academic dishonesty shall be considered as responsible as the student who accepts such assistance and shall be subject to the same sanctions. Academic dishonesty can occur in different forms, some of which include cheating, plagiarism, and fabrication.

For the purposes of this course, academic dishonesty includes, but is not limited to, the following offenses:

- Claiming as your own work a paper written by another person
- Turning in a paper that contains paraphrases of someone else's ideas but does not give proper credit to that person for those ideas

- Turning in a paper that is largely a restatement in your own words of a paper written by someone else, even if you give credit to that person for those ideas. The thesis and organizing principles of a paper must be your own.
- Turning in a paper that uses the exact words of another author without using quotation marks, even if proper credit is given in a citation, or that changes the words only slightly and claims them to be paraphrases
- Turning in the same paper, even in a different version, for two different courses without the permission of both professors involved
- Using any external source (notes, books, other students, etc) for assistance during an exam, unless given permission to do so by the professor

If a student is found to have committed any of the above offenses, s/he will receive a failing grade on the assignment or in the course, depending upon the seriousness of the offense, in accordance with University policy. The offense will be referred to the Academic Integrity Office for investigation and imposition of sanctions.

Ignorance is no defense.

6. Use of Books and Notes during Examinations: All examinations are open-book, open-note. Guides such as “Cliff Notes” or “Encarta” (or anything in the genre) shall darken neither your door nor that of the classroom. Ever.

7. Extra credit: There is NO extra credit available in this class. Seek help when you need it (I really will help you) and take advantage of the opportunities to revise your work.

Student Learning Objectives and Assessment Methods:

Political Science Student Learning Objectives:

Critical Thinking: Students will become more discerning critical thinkers and observers of political events, personalities, messages and processes by applying theories and methodologies of political science and through effective oral and written communication. (departmentally approved objective)

Substantive Knowledge: Students will acquire political literacy and will demonstrate understanding of the institutional processes and values that underpin political behavior and events.

Course Objectives:

Written Communication: Students will write essays and papers that collect and organize information and that differentiate among approaches to political problems. Students will develop and improve their writing skills by revising their work.

Critical Thinking: Students will demonstrate an understanding of major contemporary political thinkers by analyzing the underlying principles, comparing and evaluating specific works and applying the concepts to contemporary political dilemmas.

Substantive Knowledge: In their written work (paper, examinations and discussion postings), students will analyze the key concepts of different theoretical works and differentiate among foundational assumptions.

TENTATIVE SCHEDULE

In an actual syllabus, class meeting days would be listed, with each topic assigned to a particular day. The number of sessions varies depending upon holidays.

- ❑ Aug 24: Introduction, review of syllabus and requirements
- ❑ Aug 26: Machiavelli, pp. 53-74 (A)
- ❑ Aug 28: **ONLINE**: Machiavelli, pp. 74-88 (B)
- ❑ Aug 31: Introduction to section, Calvin, pp. 89-115 (C).
- ❑ Sept 2: Hobbes, pp. 117-124. (D)
- ❑ Sept 4: **ONLINE**: Hobbes, pp. 124-138 (A)
- ❑ Sept 7: Labor Day
- ❑ Sept 9: Hobbes, pp. 138-14 (B). **Research paper proposal due in class.**
- ❑ Sept 11: **ONLINE**: Hobbes, pp.148-160 (C).
- ❑ Sept 14: Hobbes, pp. 160-173 (D)
- ❑ Sept 16: Hobbes, pp.173-188 (A)
- ❑ Sept 18: **ONLINE**: Hobbes, pp. 188-204 (B).
- ❑ Sept 21: Hobbes, pp. 204-217 (C)
- ❑ **Sept 23: First Examination**
- ❑ Sept 25: **ONLINE** Locke, pp. 285-292 (D)
- ❑ Sept 28: Locke, pp. 293-299 (A)
- ❑ Sept 30: Locke, pp. 299-312. (B)
- ❑ Oct 2: **ONLINE** Locke, pp. 312-321 (C)
- ❑ Oct 5: Locke, pp. 321-333 (D)
- ❑ Oct 7: Hume, pp. 354-362. (A).
- ❑ Oct 9: **ONLINE** Rousseau, pp. 371-395 (B)
- ❑ Oct 12: Fall Break
- ❑ Oct 14: Rousseau, pp. 395-410 (C) **Research paper draft due in class.**
- ❑ Oct 16: **ONLINE** Rousseau, The Social Contract, pp.427-436 (D)
- ❑ Oct 19: Rousseau, The Social Contract, pp.436-449 (A)
- ❑ Oct 21: Rousseau, The Social Contract, pp.449-470 (B)
- ❑ Oct 23 **ONLINE**, Rousseau, The Social Contract, pp. 470-487 (C)
- ❑ Oct 26: Burke, pp. 502-521 (D)
- ❑ Oct 28: Kant, pp. 522-525 (A) **Short paper outline due in class.**
- ❑ Oct 30: **ONLINE** Bentham, pp. 576-586 (A) **Last day to drop class**
- ❑ Nov 2: Bentham, pp. 586-604 (B)
- ❑ Nov 4: Mill, pp. 592-620 (C)
- ❑ Nov 6: **ONLINE** Mill, pp. 620-639 (D)

- ❑ Nov 9: Mill, pp. 652-666 (A)
- ❑ **Nov 11: Papers due. No new reading**
- ❑ Nov 13: **ONLINE**, Mill, pp. 666-677 (B)
- ❑ Nov 16: Mill, pp. 677-693. (C)
- ❑ Nov 18: Mill, pp. 693-705. (D)
- ❑ Nov 20: **ONLINE**, Marx, pp. 766-772 (A)
- ❑ **Nov 23: Second examination**
- ❑ Nov 25, 27: Thanksgiving Break
- ❑ Nov 30: Marx, pp. 798-804 (B).
- ❑ Dec 2: Marx, pp. 804-815 (C)
- ❑ Dec 4 **ONLINE**, Nietzsche, pp. 865-884 (D)
- ❑ Dec 7: Nietzsche, pp. 884-903 (A/B)
- ❑ Dec 9: Anarchism, Emma Goldman (C/D)
- ❑ Dec 11: Review, distribution of passwords for final, administration of Political Science field exam

POL 753 (cross-listed PHI 753)
Contemporary Political Theory
3 hours
859-622-5931 (office)

Dr. Zeigler
Term
Office: McCreary 113
Sara.Zeigler@eku.edu
people.eku.edu/zeiglers

Course Objectives and Procedures:

We will spend the semester struggling with the dominant questions addressed by the subfield of normative of political theory, thus building a strong foundation in the key concepts and works of contemporary political theory. Through discussion and writing, students will acquire an understanding of the assigned texts, analyze the questions posed by the theorists and critically evaluate the answers provided. Active participation by students prepared to engage in rigorous (yet civil) discussions of the texts is a necessary component of the course. Students are encouraged to voice reactions and criticisms freely, regardless of whether their remarks coincide with the views of classmates, theorists, or the instructor.

Catalog Copy POL 753: Contemporary Political Theory. (3) A. Cross-listed as PHI 753. Examination of Western political thought from the mid-twentieth century to the present. Credit will not be awarded to students who have credit for PHI 553, PHI 553W POL 553W or PHI 753.

Drop Date: _____. You will receive written feedback on your first exam prior to this date.

The following required texts are available in the bookstore.

Arendt, Hannah. The Origins of Totalitarianism
Goodin, Robert and Pettit, Philip (eds.) Contemporary Political Philosophy: An Anthology, Second Edition
Rawls, John. A Theory of Justice
Walzer, Michael. Just and Unjust Wars

Any additional readings will be distributed by the instructor or made available on the web page.

Students will be divided into four groups, A, B, C, and D. Each day, one group will be responsible for explaining and defending the text, while other class members pose questions and criticisms. Each class session will commence with a brief (5-10 minutes) overview of the key arguments made in the assigned reading. Members of the group assigned to explain the text will provide the overview. Group members may divide the assignment among themselves for purposes of presentation or may alternate presentation responsibilities. Duties should be divided evenly among group members and members are strongly encouraged to discuss the texts and the overview outside of class.

On Fridays, class sessions will be conducted online. The group responsible for the presentation that day will be responsible for posing discussion questions in the forum on Blackboard. Each group member must pose at least one GOOD question no later than 10am on Friday. A “good”

question is one that requires the respondent to identify the most important points of the day's reading, to evaluate the quality of the theorist's argument supporting the claims and (where possible), to distinguish the concepts in the reading from other works we have read during the semester. While a question may ask the respondents to provide some factual information about the reading, it should focus on the concepts – discussion postings should go beyond summarizing the readings. Each class member must respond to at least two discussion questions, posting responses online. The threaded discussions will begin on Friday – students will have until Monday at 10:10am (class time) to post responses. Participation in online discussions will be graded. Responses must meet a 200-word minimum per response.

University 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.

Grading Scale: All students should read the “Philosophy of Grading” document posted in Blackboard under “course documents.”

A= at least 90% of total points possible

B= at least 80% of total points possible

C=at least 70% of total points possible

D=at least 60% of total points possible

Course Requirements:

1. 2 two-hour online examinations. (40 points each, 80 total). Students will receive written feedback from the instructor on each exam question. Students will be given the opportunity to rewrite the first exam for grade replacement.
2. One final examination. (60 points)
3. Participation in class discussions, as described above. (30 points)
4. Participation in online discussions. There are 13 sessions. Each session is worth five points, for a total of 60 points. You may skip one without penalty. Choose wisely
5. One 8-10 page paper, to be submitted through Safe Assignments in Blackboard 60 points. Each student will make an initial submission and the instructor will provide detailed written feedback and a tentative grade. Each student will revise the paper based upon the feedback and will receive a final grade. Papers will be evaluated for content and for clarity of written communication. 60 points
6. Research Paper, of approximately 20 pages in length, on a topic designed by the student in consultation with the instructor. Please see the research paper guidelines in Blackboard for guidance on selection of appropriate sources, structure and citation. Students will submit a proposal and draft, which will be returned with feedback and a tentative grade. The final paper is due by midnight on Monday of finals week.

All exams will be in essay format and will be open-book, open-note. The take-home exam and the paper must be typewritten. Should you have questions regarding proper citation of sources, consult the instructor or refer to the guidelines provided under “Course Documents” in Blackboard.

Note on Evaluation of Written Work: I will evaluate each examination and paper based upon four major criteria, which will be equally weighted.

1. **Argument and Methods:** Each essay should offer a clearly defined thesis that is directly responsive to the prompt (for exams) or that explains the topic to be addressed in the paper. For a paper, the writer should define the process by which she or he will address the thesis topic. This component requires you to evaluate the theorists’ work, assessing the validity of the assumptions made and critiquing the arguments made based on those assumptions.

2. **Support:** Each essay should provide support for the claims articulated in the argument. In other courses, you may provide support through empirical means, such as survey data. In theoretical essays, you will provide support by offering sound reasoning, by applying your claims to either current or historical political problems and by rebutting obvious counterarguments.

3. **Competence or Knowledge:** Each essay should demonstrate an understanding of the theoretical works under discussion. You should be able to demonstrate an understanding of the content of the theorist’s work and how the principles outlined differ from the works of other theorists. You should also be able to articulate the political implications of the works.

4. **Communication:** Even if your argument is brilliant, no one will appreciate it unless you can communicate it effectively. For this reason, it is essential that you demonstrate your substantive knowledge in clearly organized, lucid and succinct essays. Once you begin to read the assignments for this class, you will understand how frustrating it can be to decipher disorganized and verbose essays. Lucid, well-organized writing is essential to effective communication and will be considered in evaluating written work. Writing will be assessed using the “Written Communication Rubric,” available under “Course Documents” in Blackboard.

Policies, Procedures, Admonitions and Advice:

1. **Attendance Policy:** The course is designed as a conference and the success of that format depends upon the presence of well-prepared conferees. Students who neglect to attend class demonstrate contempt for their classmates, the instructor and themselves. This will not be tolerated. More than eight unexcused absences may result in automatic failure of the course. Because I regard failure to fulfill responsibilities to one's group as a particularly egregious dereliction of duty, each unexcused absence on a day when your group is "on" will count as

two absences. For the purposes of this course, "excused absences" include verifiable medical or family emergencies, university approved activities (accompanied by a university excuse), documentable illness (yours or your child's) and other unforeseen circumstances that the instructor deems to be reasonable excuses for an absence. Students who fail to attend class regularly should also expect such negligence to be reflected in their participation grades.

2. Preparation: Students who have not read the assigned texts are not welcome in class.

3. Make-up Examinations: As examinations will be available online for a period extending over several days, makeup examinations are given only under extraordinary circumstances.

4. Late Papers: A five-point per day penalty may be imposed on late papers. The take-home final may not be submitted after the deadline, except in emergencies (as defined by the instructor). If it is necessary for a student to submit a final exam after the deadline, the student may receive an Incomplete so that the submission of other students' grades will not be delayed.

5. 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. Students have an affirmative obligation to review and comply with all standards articulated on the EKU Academic Integrity website, in addition to the course specific standards outlined below.

Academic integrity is a fundamental value for the Eastern Kentucky University community of students, faculty, and staff. It should be clearly understood that academic dishonesty is not tolerated and incidents of it will have serious consequences. Anyone who knowingly assists in any form of academic dishonesty shall be considered as responsible as the student who accepts such assistance and shall be subject to the same sanctions. Academic dishonesty can occur in different forms, some of which include cheating, plagiarism, and fabrication.

For the purposes of this course, academic dishonesty includes, but is not limited to, the following offenses:

- Claiming as your own work a paper written by another person
- Turning in a paper that contains paraphrases of someone else's ideas but does not give proper credit to that person for those ideas
- Turning in a paper that is largely a restatement in your own words of a paper written by someone else, even if you give credit to that person for those ideas. The thesis and organizing principles of a paper must be your own.
- Turning in a paper that uses the exact words of another author without using quotation marks, even if proper credit is given in a citation, or that changes the words only slightly and claims them to be paraphrases

- Turning in the same paper, even in a different version, for two different courses without the permission of both professors involved
- Using any external source (notes, books, other students, etc) for assistance during an exam, unless given permission to do so by the professor

If a student is found to have committed any of the above offenses, s/he will receive a failing grade on the assignment or in the course, depending upon the seriousness of the offense, in accordance with University policy. The offense will be referred to the Academic Integrity Office for investigation and imposition of sanctions.

Ignorance is no defense.

6. Use of Books and Notes during Examinations: All examinations are open-book, open-note. Guides such as “Cliff Notes” or “Encarta” (or anything in the genre) shall darken neither your door nor that of the classroom. Ever.

7. Extra credit: There is NO extra credit available in this class. Seek help when you need it (I really will help you) and take advantage of the opportunities to revise your work.

Student Learning Objectives and Assessment Methods:

Political Science Student Learning Objectives:

Critical Thinking: Students will become more discerning critical thinkers and observers of political events, personalities, messages and processes by applying theories and methodologies of political science and through effective oral and written communication. (departmentally approved objective)

Substantive Knowledge: Students will acquire political literacy and will demonstrate understanding of the institutional processes and values that underpin political behavior and events.

Course Objectives:

Written Communication: Students will write essays and papers that collect and organize information and that differentiate among approaches to political problems. Students will develop and improve their writing skills by revising their work.

Critical Thinking: Students will demonstrate an understanding of major contemporary political thinkers by analyzing the underlying principles, comparing and evaluating specific works and applying the concepts to contemporary political dilemmas.

Substantive Knowledge: In their written work (paper, examinations and discussion postings), students will analyze the key concepts of different theoretical works and differentiate among foundational assumptions.

TENTATIVE SCHEDULE

In an actual syllabus, class meeting days would be listed, with each topic assigned to a particular day. The number of sessions varies depending upon holidays.

- ❑ Introduction, review of syllabus and requirements
- ❑ Arendt, Book II, Chapter 5 (A)
- ❑ Arendt, II, 6 (B). **Online.**
- ❑ Arendt, II, 9 (C).
- ❑ Arendt, III, 10 (D). **Online**
- ❑ Arendt, III, 11 (A). **Research Proposal Due.**
- ❑ Arendt, III, 12 (B).
- ❑ Arendt, III, 13 (C). **Online**
- ❑ **First examination.**
- ❑ Rawls, Part I, sections 1-6 (D).
- ❑ Rawls, I, 10-13 (A). **Online**
- ❑ Rawls, I, 14-17 (B).
- ❑ Rawls, I, 18-23 (C).
- ❑ Rawls, I, 24-25 (D). **Online**
- ❑ Rawls, I, 26-30 (A).
- ❑ Rawls, II, sections 31-37 (B).
- ❑ Rawls, II, 38-40 (C). **Online**
- ❑ Nozick, pp. 201-212 in Contemporary Political Philosophy (D).
- ❑ Nozick, pp. 212-228 in Contemporary Political Philosophy (A)
- ❑ Hart, pp.281-288 in Contemporary Political Philosophy (B). **Online**
- ❑ Dworkin, pp. 289-301 in Contemporary Political Philosophy (C).
- ❑ Shue, pp. 302-316 in Contemporary Political Philosophy (D).
- ❑ Thomson, p. 317-326 in Contemporary Political Philosophy (A). **Online**
- ❑ **Second in-class examination.**
- ❑ Young, pp. 248-263 (B).
- ❑ Waldron, pp. 264-278 in Contemporary Political Philosophy (C). **Online**
- ❑ Walzer, Part I (D) **Research paper draft due.**
- ❑ Walzer, Part II (A)
- ❑ Walzer, Part III (B) **Online. Short paper draft due.**
- ❑ Walzer, Part IV (C).
- ❑ Walzer, Part V (D). **Online**
- ❑ Foucault, pp. 541-548 in Contemporary Political Philosophy (A).
- ❑ Wasserstrom, pp. 549-574 in Contemporary Political Philosophy(B). **Online**
- ❑ Okin, pp. 575-590 in Contemporary Political Philosophy (C)
- ❑ Fraser and Gordon, pp. 591-606 in Contemporary Political Philosophy (D).
- ❑ Sen, pp. 473-483 in Contemporary Political Philosophy(A). **Online**
- ❑ **Papers Due, no new reading.**
- ❑ Minow, pp. 501-521 in Contemporary Political Philosophy (B).
- ❑ Arneson, pp. 522-537 in Contemporary Political Philosophy (C).

- Dahl, pp. 107-125 in Contemporary Political Philosophy (D). **Online**
- Sunstein, pp. 126-143 in Contemporary Political Philosophy (A/B).
- Elster, pp. 144-158 in Contemporary Political Philosophy (C/D).
- **Administration of Survey instrument, distribution of passwords for final exam.**
Attendance mandatory.



EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

Office of the Dean
Dr. David D. Gale, Dean
Dr. Deborah Whitehouse, Assoc. Dean
Julie K. Robinson, Academic Administrative Specialist

Rowlett 203
521 Lancaster Avenue
Richmond, Kentucky 40475-3102
(859) 622-1523
FAX (859) 622-1140
David.Gale@eku.edu • www.eku.edu
Deborah.whitehousei@eku.edu
Julie.robinson@eku.edu

TO: Council on Academic Affairs

FROM: *Deborah Whitehouse*
Dr. Deborah Whitehouse, Associate Dean

SUBJECT: Agenda Items

DATE: August 10, 2009

Please include the attached curriculum proposals onto the agenda for the meeting of the Council on Academic Affairs on August 20, 2009.

Baccalaureate and Graduate Nursing

Program Revisions

Nursing Pre-RN(BSN)	Decrease overall program to 120-121 hours	Spring 2010	CHS pg 3
Nursing Post RN(RN-BSN)	Decrease overall program to 120 hours	Spring 2010	CHS pg 4

New Course

NSC960	Create new course for Doctorate program	Fall 2010	CHS pgs 5-8
--------	---	-----------	-------------

NEW Program

Doctor of Nursing Practice	Create New program	Fall 2010	CHS Pgs 9-20
----------------------------	--------------------	-----------	--------------

Environmental Health Science & Clinical Laboratory Science

Program Revision

Clinical Laboratory Science BS	Decrease overall program to 120 hours.	Spring 2010	CHS pg 21
--------------------------------	--	-------------	-----------

Exercise & Sport Science

New Course

ATR398	To meet accreditation standards and guidelines this course was Created for experience in pre season sports and physical experience And to see what it is like to work full time as an athletic trainer	Spring 2010	CHS pgs 22-26
--------	--	-------------	---------------

Program Revisions

Athletic Training BS	Add new course, drop HEA450 from support and Drop all free electives to bring overall program hours down To 120 hours.	Spring 2010	CHS pg 27
Physical Education BS	Decrease the overall program totals to 120 – 126 hours	Spring 2010	CHS pg 28-29

Sport Management BS	Decrease overall program to 120 hours	Spring 2010	CHS pg 30
---------------------	---------------------------------------	-------------	-----------

Family & Consumer Science

Program Revisions

Apparel Design & Merch. BS	Decrease overall program to 120 hours	Spring 2010	CHS pg 31
General Dietetics BS	Decrease overall program to 120-121 hours	Spring 2010	CHS pg 32

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 (30 characters) *Program Title *Provide only the information relevant to the proposal.	Baccalaureate & Graduate Nursing Health Science NURSING PRE-RN (B.S.N.) (Major <input checked="" type="checkbox"/> , Option ___; Minor ___; or Certificate ___)
---	---	--

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	6/5/09	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	8/5/09	Approved <input checked="" type="checkbox"/> Disapproved	8/20/09
General Education Committee*	NA	Faculty Senate**	9/14/09
Teacher Education Committee*	NA	Board of Regents**	9/19/09
		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 overall program requirements from 128 to 120-121 credit hours
- 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: Given the recent university change in minimum undergraduate credit hours from 128 to 120, the department is revising its curriculum to reflect this 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 III. Recording Data for New, Revised, or Suspended Program

NURSING PRE-RN (B.S.N.)
CIP Code: 51.1601.01

Major Requirements67 hours
 NSC 232, 242, 252, 330, 332(2), 350, 380(4), 386(10), 390(2), 392(5), 396(7), 480, 484(5), 486(5), 492(5), 495(2), 496(2).

Supporting Course Requirements25-26 hours
 BIO 171, 273(4) or CLT 209, BIO 301, CHE 105, 107(1), NFA 201, STA 215 or 270, 3 hours of general education PSY, and 3 additional hours of general education social science.

General Education Requirements27 hours
 Standard General Education program, excluding blocks IVB, VB, VC, VI, VII (QS), and VIII (6 hours). Refer to Section Four of this *Catalog* for details on the General Education and University requirements.

University Requirement1 hour
 HSO 100.

Free Electives7-8 hours

Total Curriculum Requirements428 120 -121 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 College *Course Prefix & Number *Course Title (30 characters) *Program Title *Provide only the information relevant to the proposal.	Baccalaureate & Graduate Nursing Health Science NURSING POST RN OPTION (RN-BSN) (Major <input checked="" type="checkbox"/> , Option <input type="checkbox"/> ; Minor <input type="checkbox"/> ; or Certificate <input type="checkbox"/>)
---	---	--

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	6/5/09	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	8/5/09	Approved <input checked="" type="checkbox"/> Disapproved	8/20/09
General Education Committee*	NA	Faculty Senate**	9/14/09
Teacher Education Committee*	NA	Board of Regents**	9/19/09
		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 overall program requirements from 128 to 120 credit hours 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: Given the recent university change in minimum undergraduate credit hours from 128 to 120, the department is revising its curriculum to reflect this 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 III. Recording Data for New, Revised, or Suspended Program

NURSING POST RN OPTION (RN-BSN) CIP Code: 51.1601.02
Major Requirements48 hours NSC 340(2), 381(5), 385**(5), 390(2), 440, 442(5), 445(2), 486(5). **Upon successful completion of NSC 385, the RN is granted credit for NSC 380, 386, and 484 (19 hrs.).
Supporting Requirements9 hours STA 215 or STA 270, BIO 171 and BIO 301.
General Education Requirements39 hours Standard general education program, excluding blocks VI, VII (QS), and VIII (6 hours). Take an additional 3 hours in block VII or VIII in lieu of Block VI. Refer to Section Four of this <i>Catalog</i> for details on the General Education and University requirements.
Free Electives(as needed to complete 128-120 hours)
Minimum Total Degree Requirements*128 120 hours

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"/> 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 Sciences NSC 960 Management of Health Care Resources _____ *Provide only the information relevant to the proposal.
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	3/20/09	Graduate Council* 5/4/09
Is this a SACS Substantive Change? Yes**** <input checked="" type="checkbox"/> No <input type="checkbox"/>		
College Curriculum Committee	4/15/09	Approved <input checked="" type="checkbox"/> Disapproved 08/20/09
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: Create course for Doctor in Nursing Practice Degree program

A. 2. Effective date: Fall 2010

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

N/A

B. The justification for this action: Course is based on the Essentials of Doctoral Education for Advanced Nursing Practice. Please see New Program form for more information.

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

Personnel Impact: Department has faculty with credentials to teach this course. Will need some additional faculty resources to ensure adequate coverage of all department offerings. See New Program form for additional information.

Operating Expenses Impact: Will reallocate existing resources for initial startup and can add additional resources as needed as budget improves.

Equipment/Physical Facility Needs: Will reallocate existing resources for initial startup and can add additional resources as needed as budget improves.

Library Resources: Some additional learning resources will be requested. Will use primarily online 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.)

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><u>NSC 960 Management of Health Care Resources. (4) A. Prerequisite: NSC 954 with a minimum grade of "B". Examines healthcare resources and their relationship to clinical practice, to solve problems/issues pertaining to healthcare delivery. Students are expected to have a basic understanding of economic and financial concepts utilized to examine these issues.</u></p>

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

Course prefix (3 letters) NSC	Course Number (3 Digits) 960	Effective Term (Example: Fall 2001) Fall 2010	College/Division: AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS x	Dept. (4 letters)* NURB
Credit Hrs. 4	Weekly Contact Hrs. Lecture _____ Laboratory _____ Other 4		Repeatable Maximum No. of Hrs. _____	
Schedule Type* (List all applicable) W B T 1	Work Load (for each schedule type) 4 4 4 4	Grading Mode* N Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u> Thesis _____ Internship _____ Independent Study _____ Practicum _____	Class Restriction, if any: (undergraduate only) FR _____ JR _____ SO _____ SR _____	
			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.	NSC 954 (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)			

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
DEPARTMENT OF BACCALAUREATE & GRADUATE NURSING
PROPOSED
Syllabus for NSC 960: Management of Health Care Resources
4 Credit hours

PROPOSED FACULTY: Mary Hauser-Whitaker, Ed.D, MSN, RN

COURSE DESCRIPTION: Examines healthcare resources and their relationship to clinical practice, to solve problems/issues pertaining to healthcare delivery. Students are expected to have a basic understanding of economic and financial concepts utilized to examine these issues. Pre-requisite courses include NSC 954.

TEXT(s): TBA

STUDENT LEARNING OUTCOMES: Upon completion of NSC 960, the student will:

1. Create and implement practice initiatives to improve the quality of care delivery.
2. Analyze the cost-effectiveness of practice initiatives accounting for risk and improvement of health care outcomes.
3. Develop and/or monitor budgets for practice initiatives

EVALUATION METHODS:

Participation in weekly Discussion Board topics	20%
Business Plan	30%
Presentation	15%
Final Paper	35%
Total	100%

STUDENT PROGRESS: The course faculty will provide the student with written information on their progress in the course at least one time prior to midterm.

ATTENDANCE POLICY: In accordance with the Graduate School and the Department of Baccalaureate and Graduate Nursing policy, attendance and participation in all course meetings and activities are expected. If a student has > 20% absences, the student shall be assigned a final course grade of "F".

LAST DAY TO DROP CLASS: Please refer to the Colonel's Compass for the last day date to drop this course.

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 E-mail at disserv@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: 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 REQUIREMENTS:

Participation in weekly Discussion Board topics
Business Plan
Presentation
Final Paper

COURSE OUTLINE:

Review of economic and financial concepts related to healthcare resource management
Principles for healthcare funding and reimbursement
Determining healthcare costs
Costing out nursing services: Implications for nurse executives
Cost effectiveness of healthcare delivery
Measuring productivity for management of healthcare resources
Strategic management for healthcare resource management
Strategies for ongoing improvement of safe and effective care delivery
Improvement of health outcomes while ensuring patient safety
Practice management for balancing productivity with quality of care
Organize care to address emerging practice and ethical dilemmas
Business plans for practice initiatives
Budgeting process for management of healthcare resources
Nursing resource management research
Current issues in research management in nursing and health care delivery

TEACHING METHODS:

The teaching methodologies include class assignments, presentations, on-line and/or classroom discussions. Readings, written work, outside class learning activities, group activities, and papers will be incorporated

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 checked="" 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.	Baccalaureate & Graduate Nursing Health Sciences Doctor of Nursing Practice (Major <u> x </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	3/20/2009	Graduate Council* 5/4/09
Is this a SACS Substantive Change? Yes**** <input checked="" type="checkbox"/> No <input type="checkbox"/>		
College Curriculum Committee	4/15/09	Approved <input checked="" type="checkbox"/> Disapproved 8/20/09
General Education Committee*	NA	Faculty Senate** Pending
Teacher Education Committee*	NA	Board of Regents** Pending
		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:** To establish a Doctor of Nursing Practice degree program.
- A. 2. Effective date:** Fall 2010
- A. 3. Effective date of suspended programs for currently enrolled students:** (if applicable)

B. The justification for this action: The American Association of Colleges of Nursing has called for establishment of professional practice doctoral programs (DNP) for graduate education in nursing by the year 2015. DNP programs are for the purpose of preparing advanced level practitioners and are intended to eventually replace the current master's programs in nursing which prepare advanced practitioners. These programs are separate and distinct from research doctoral programs offering a PhD/DSN/DNS in Nursing. Nearly 100 universities and colleges across the US have moved to establish these DNP programs, and many more report being in the planning and development process. These programs are designed to provide additional education for expanded roles for advanced level practitioners. The Commission on Collegiate Nursing Education (CCNE) is accrediting these programs. The current programs in the Department of Baccalaureate & Graduate Nursing are accredited by CCNE and at last visit received the full ten year accreditation.

This program, which will be an online (mixed web) course offering program, would be made available to nurses in the Commonwealth and particularly to nurses in rural areas and underserved areas who wish to expand their education through a practice doctorate. If EKU does not offer this degree which is part of the national movement in nursing education, we would be at a disadvantage in providing graduate education and would not be able to provide progressive and current nursing education offerings. EKU has built a strong reputation of providing baccalaureate and higher degrees in nursing to rural and underserved areas of the Commonwealth, primarily in southeastern Kentucky. Practicing nurses have been able to obtain these more advanced degrees while working and remaining in their home areas, and these nurses stay in their home areas to practice after degree completion. Recent evaluation data collected at the end of the degree programs support that our graduates plan to remain in KY to practice. In 2008, 100% of the MSN graduates planned to practice in KY and 69% in rural or underserved areas; 96% of the prelicensure BSN graduates planned to practice in KY; and 99% of the RN-BSN graduates planned to practice in KY, mostly in rural areas. As a result of EKU nursing programs, the educational level of health care providers in the Commonwealth has been raised and the health care needs of the people of the Commonwealth have been served. The DNP program will serve to advance the educational level of health care providers in these areas even further.

Effective Fall 2009, the other public university in the state offering the DNP program is eliminating its Master's of Science in Nursing (MSN) degree program and will offer the BSN to DNP. EKU has elected to begin the transition in graduate nursing education by maintaining its current MSN degree offering and adding a post master's DNP. This approach is based on requests and feedback from our community of interest (students, potential students, agencies employing our graduates, and others) and is similar to many other DNP programs in the country. This approach (BSN to MSN to DNP) will parallel our RN-BSN-MSN degree offerings which provide nurses a frequently requested degree stop out point while furthering their education. Our programs will continue to offer a traditional career pathway in Kentucky leading to baccalaureate and higher degrees to meet the needs of nurses in KY and the region during this important transition period in nursing education.

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

Personnel Impact: The department faculty members have sufficient credentials and expertise to teach in this program, as the department has a strong base of active clinical practitioners and faculty with doctoral degrees as well as strong educational preparation and experiential background in the areas of content for the DNP courses. The department has 19 faculty with doctoral degrees and has 6 faculty with doctorates in progress, with 5 of those nearing dissertation stage. A review of the faculty accomplishments for last year indicate numerous scholarly activities and leadership activities which are appropriate for faculty teaching in a DNP program. The department would request a minimum of one additional faculty position at program implementation and an additional position when the second class is admitted to ensure adequate coverage for all current programs. As always, the enrollment numbers in all programs will be analyzed and used to justify any additional requested positions. The department will attempt to acquire federal funds for start up, and if the grant application is funded, faculty positions obtained through the grant could be used for start up and permanent positions could be provided by the university following phase out of the grant. In this way, the program could continue to be as cost effective as possible during this period of budget reductions in the state. Also, the anticipated additional tuition dollars from the DNP students, as well as the expected increase in applicants for our other program offerings following implementation of the DNP, would help offset costs. The current Enrollment Specialist for the master's program would also serve this graduate program, so no additional staff positions would be needed.

Operating Expenses Impact: The current operating budget will be reallocated for program start up and additional funding can be added as the current budget situation improves and more resources become available. The program will be primarily online and Blackboard system will be used. If a federal grant is obtained for start up, some of the start up cost, such as advertisement and marketing, will be included in the grant application. Additional online teaching resources, such as Camtasia, may be needed. However, many faculty who are currently teaching in our programs have already been provided with and are using this resource, so this will limit the number of new purchases required.

Equipment/Physical Facility Needs: Current funds will be reallocated for program start up and additional funding can be added as the current budget situation improves and more resources become available. The program will be primarily online and many already existing resources will serve during initial start up. Any additional equipment desired will be included in the grant application.

Library Resources: Will request some additional library resources and online journals to complement existing resources, but many already exist in the system to serve our needs. Will need to expand offerings in Health Policy and Healthcare Finance particularly. These need to be updated and expanded even without the addition of this program to remain current with health care trends.

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

New or Revised* Program Text
(*Use ~~strikethrough~~ for deletions and underlines for additions.)

DOCTOR OF NURSING PRACTICE (DNP)

I. GENERAL INFORMATION

The Department of Baccalaureate and Graduate Nursing offers the Doctor of Nursing Practice program. The program is designed to allow nurses who possess a graduate degree in nursing to prepare for an expanded nursing practice role. The program is intended to be accessible to nurses in the commonwealth and particularly in underserved rural areas.

Graduates of the DNP program will have specific competencies derived from *The Essentials of Doctoral Education for Advanced Nursing Practice* (American Association of Colleges of Nursing, 2006) for which they will be prepared. The Doctor of Nursing Practice student learning outcomes include:

1. Develop, evaluate, translate, and integrate theory-based nursing and interdisciplinary knowledge in new practice approaches to enhance health and health care delivery.
2. Create and evaluate principles of organizational and systems theory to provide leadership in improving health outcomes and promoting excellence in practice.
3. Utilize analytic methods, information technology, and research methods to critically appraise evidence based practice data to evaluate outcomes of practice, practice patterns, and health systems against national benchmarks, to improve health care outcomes.
4. Assimilate and process aggregate data, using information systems, informatics and technology, as well as evaluation and assessment tools, current research and outcome data, to translate this knowledge to improve or transform patient and health care systems.
5. Actively influence health policy that addresses health disparity, access, quality, and financing at institutional, local, state, federal, and international levels.
6. Employ effective communication and interprofessional collaboration to design, implement, and evaluate individual and system level interventions, to improve health and create change in health care delivery systems.
7. Implement clinical prevention and population health activities to improve the health of individuals and populations.

II. ADMISSION REQUIREMENTS

Minimum requirements for admission to the DNP program include 1) a master's degree in nursing from a nationally accredited program, 2) a free and unrestricted RN license in Kentucky (or recognized compact state) with no Kentucky Board of Nursing imposed restrictions on practice, voluntary or otherwise, and 3) a graduate GPA of at least 3.0 (4.0 scale). Admission is competitive and limited to available space. In addition to the Graduate School application, applicants must also submit to the department a separate completed department application form, a resume or curriculum vitae, a short essay (500-700 words) describing the relationship between the applicant's professional goals and the DNP program, and at least 3 positive letters of recommendation which include a peer, a supervisor, and a college or university faculty member. As a limited number of applicants are accepted for admission, selection will be based on careful consideration of all information included in the admission application packet and the degree to which each candidate meets the requirements. Complete applications, which include all requested information, are given priority in the selection process. In order to be competitive, all material and documentation must be submitted by the deadline. After review of the application materials, the DNP Admission Committee will select those applicants to be interviewed by the committee members as a final step in the selection process. Application deadlines are December 1 for summer (part time) admission and January 15 for fall (full time) admission.

Progression Policy --- To progress, students must complete all required course work with a grade of "B" or higher and must complete any pre-requisite courses before advancing to the next course. Refer to course descriptions in this *Catalog* for specifics. A student who does not satisfactorily progress in the program must be given permission by the DNP Admission/Progression Committee to repeat a course and continue in the program.

III. PROGRAM REQUIREMENTS

NSC 900 Seminar I: Role Transition.....	*1-3 hours
NSC 901 Seminar II: Capstone Project Support.....	*1-2 hours
NSC 905 Analytical Methods for EBP	3 hours
NSC 940 Theoretical Application for DNP.....	3 hours
NSC 942 Informatics in Health Care Delivery	3 hours
NSC 950 Public Health Policy and Health	3 hours
NSC 954 Organizational Leadership.....	3 hours
NSC 960 Healthcare Economics and Finance	4 hours
NSC 990 Analytical Methods I.....	3 hours
NSC 992 Analytical Methods II.....	3 hours
NSC 994 Capstone Project	9 hours

Total Hours*36 – 39 hours

*Required hours will be individually evaluated on a planned program of study for each student, depending on academic background and career goals.

IV. EXIT REQUIREMENTS

Capstone Project – Candidates are required to satisfactorily complete and present a capstone project before they are eligible to graduate from the program.

UNIVERSITY OF SOUTH ALABAMA

COLLEGE OF NURSING



TELEPHONE: (251) 445-9400
HEALTH SCIENCES BUILDING • 307 N. UNIVERSITY BLVD.
MOBILE, ALABAMA 36688-0002
FAX: (251) 445-9416

August 3, 2009

Dr. Deborah Whitehouse, Associate Dean Health Sciences
Dr. Judy Short, Chair Baccalaureate & Graduate Nursing
College of Health Sciences
203 Rowlett Building
521 Lancaster Avenue
Eastern Kentucky University
Richmond, KY 40475

Dear Drs. Whitehouse and Short:

I am pleased to have the opportunity to review the Department of Nursing's proposal for a post-MSN Doctor of Nursing Practice (DNP) degree program. As you know, I am the dean of the College of Nursing at the University of South Alabama and our school initiated the first DNP program in the state in January of 2007. We have now graduated our second class of DNP students for a total of 24 students. I was also fortunate to serve on the American Association of Colleges of Nursing's (AACN) Road Map Task force for the DNP. I have followed the DNP movement closely and I congratulate you and your faculty for proposing a program.

I have compared the admission information, program outcomes, curriculum plans, and course syllabi that you provided me with professional standards for DNP programs. Your program is in compliance with standards for Doctor of Nursing Practice programs as outlined in the "Essentials of Doctoral Education for Advanced Practice Nursing" (AACN, 2006).

In accordance with AACN standards, the proposed DNP program at Eastern Kentucky is designed to prepare graduates for the highest level of nursing practice. The proposed curriculum complies with AACN standards that requires DNP programs to address eight essential competencies within the curricula: Scientific Underpinnings for Practice; Organizational and System Leadership for Quality Improvement and Systems Thinking; Clinical Scholarship and Analytical Methods for Evidenced-based Practice; Information Systems/Technology and Patient Care Technology; Health care Policy; Interprofessional Collaboration for Improving Patient and Population Health Outcomes; Clinical Prevention and Population Health; and Advanced Nursing Practice. The program outcomes, course syllabi, and course sequencing clearly reflect content, learning experiences, and evaluation methods to ensure these eight required competency areas are achieved by graduates of the program.

The proposed DNP program is also in compliance with AACN expectations for a final practice focused project and for a minimum of 1,000 post baccalaureate clinical hours. Specifically, your program requires students to "translate a body of evidence" to design and implement a project to improve rural health outcomes. As per the AACN, students in a practice

focused doctoral program are expected to conduct practice focused projects rather than knowledge-generating research efforts expected of students in PhD programs. The final DNP project will be a tangible and deliverable academic product and serve as the foundation for future scholarly practice. From our conversation, I understand that the amount of clinical immersion hours required of students will vary depending upon the number of hours students completed in their MSN programs. The number of clinical hours each student completed during their MSN program will be assessed to determine the number of hours required for the DNP. A minimum of 1,000 cumulative hours will be required.

Your proposed program is also in-line with other post-MSN DNP programs with regard to credit hours (37 to 39 credits) and is consistent with AACN's expectations for program length. A minimum of 12 months of full-time, post-master's study is the standard for post-MSN DNP programs.

I am also impressed by the number of doctorally prepared faculty that you have listed on the course syllabi. This compliment of academically diverse and well prepared faculty to teach in the program will ensure that you are able to offer a high quality program.

In summary, I believe your proposal is sound and that the post-MSN DNP program will be a viable addition to degrees offered by Eastern Kentucky University. Nationally, DNP programs have been well received and most programs have many more qualified applicants than can be admitted. During these difficult financial times, high demand programs such as the DNP can generate much needed tuition revenues while facilitating career advancement of nursing professionals who will have the knowledge and skills to improve health care outcomes for patients in your service area. I wish you and the faculty well as you continue to seek approval for the DNP program. I appreciate the opportunity to serve as a consultant.

Sincerely,



Debra C. Davis
Dean and Professor

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
DEPARTMENT OF BACCALAUREATE AND GRADUATE NURSING
DOCTOR OF NURSING PRACTICE PROPOSAL

FACULTY QUALIFICATIONS AND SCHOLARSHIP PRODUCTIVITY

The faculty in the Department of Baccalaureate and Graduate Nursing are highly qualified to develop and implement a Doctor of Nursing Practice Program (DNP). At the present time, 63% (n=19/30) of the full time faculty have terminal degrees. In addition, three additional faculty are entering dissertation stages of degree completion, and three other faculty are actively engaged in doctoral study, with degree completion likely within two years. Among faculty teaching in the current master's program, all are doctorally prepared with the exception of one faculty member who is entering dissertation phase. In addition, there are two faculty who are active in doctoral study and who supervise clinical practicum experiences in the graduate program

The doctorally prepared faculty in the DBGN have experience teaching in the master's program. That program is highly successful, with outstanding outcomes. Currently, students sitting for the national certification examinations following completion of the program have 100% pass rates. Graduates are actively engaged in advanced practice and advanced roles, and many have continued to doctoral education. The Master's of Science in Nursing program has an excellent reputation and is in high demand, with many more qualified applicants than spaces available. Outcomes related to satisfaction, student learning, employment after graduation, and other mandatory criteria are very strong. A table of outcomes for the MSN program is in [Appendix A](#). Faculty are actively engaged in scholarship and in practice. Because this is a practice doctorate being proposed, having active faculty practice is as essential as scholarship. In fact, some research intensive universities, where the emphasis is on research, are at a disadvantage in offering the degree. Some have had to hire additional faculty, full and part time, with a strong connection to practice to be able to implement the program effectively. Currently, 53% of the DBGN faculty are actively engaged in clinical practice on a regular basis, and many are practicing in advanced practice roles. Almost all faculty supervise students in clinical practicum experiences, which also assists with maintaining currency and the connection to practice. Fourteen of the faculty hold national certifications, and eight hold advanced practice credentials, which includes Advanced Practice Registered Nurse (ARNP) credentials and prescriptive authority. A table in Appendix B shows the degrees, certifications, and practice of department faculty. In addition, many faculty are strongly engaged in service and leadership activities for the profession and the community, in addition to their university service. Having faculty active in service, in leadership, and connected to the profession will also be very important for the future practice doctoral program. The table in [Appendix C](#) shows leadership activity for 2007-2008.

For 2007-2008, data for faculty indicated that 56% of the faculty in the department were actively engaged in scholarly activities. Faculty in the department teach in both the baccalaureate and the graduate program, but the concentration of scholarly activities was strong in the faculty with doctoral degrees and the graduate faculty. The faculty reported 10 publications and 3 additional publications in press, 13 research studies being conducted, 16 professional presentations, 9 faculty serving as editors or reviewers, and 10 active in writing grants. The table for collecting data for EKU KPI 3.2.1 and 4.3.1 shows the activities of the faculty related to presentation, publications and other scholarly and creative activities for 2007-2008 is attached in [Appendix D](#). Data for 2008-2009 are not yet available, but preliminary information indicates that scholarly productivity has greatly increased for the current year. Many faculty have reported professional publications and presentations.

Faculty in the department also have the specialized credentials necessary to teach the content in courses in the program. The concepts which must be included are mandated by the document, *The Essentials of Doctoral Education for Advanced Nursing Practice*, which will be discussed further under curriculum development. Faculty in the department have strengths in their educational background and experience related to areas such as leadership, health care finance, health care policy, evidence based practice, theory, etc which will be critical for implementing the curriculum.

CURRICULUM PROPOSAL

The curriculum was developed by the faculty and the development was guided by the document, *The Essentials of Doctoral Education for Advanced Nursing Practice*, which is attached for your review in [Appendix E](#). This document was published by the American Association of Colleges of Nursing (AACN) to guide the development and implementation of practice doctoral programs. The demonstration of use of these standards is mandatory for achieving accreditation for the DNP program following implementation. Research focused programs in nursing (PhD/ DSN/ DNS) are not accredited by the national nursing accrediting bodies. The accrediting body for baccalaureate and higher degree programs in nursing, the Commission on Collegiate Education in Nursing (CCNE), currently accredits the baccalaureate and master's programs in nursing in the DBGN. They mandate use of the AACN standards for use in the baccalaureate, master's, and practice doctoral programs in nursing to guide curriculum development, revision, and implementation. The DBGN currently has demonstrated successful use of the *Essentials* documents published by AACN for the baccalaureate and master's programs in the current accreditation, and the DBGN has documented use of the standards for doctoral education in development of the DNP program. An example is the table which is attached in [Appendix F](#). In addition, data from the DBGN Advisory Committee were reviewed as well as a review of the mission and goals of the DBGN, the College of Health Sciences, and Eastern Kentucky University.

In preparation for development of the DNP program, selected members of the DBGN faculty attended national conferences for the DNP program. The Department Chair and the Associate Dean of the College of Health Sciences have also attended national

conferences for the DNP program. One faculty, Dr. Mary Hauser Whitaker, has also participated in additional national conferences related to the DNP. Dr. Hauser Whitaker was selected to chair the DNP Task Force in the DBGN to coordinate the development of the curriculum. Before beginning curriculum development, the faculty reviewed the *Essentials* document in detail, and also reviewed curriculum materials collected from the majority of the DNP programs already implemented nationally. Concepts, courses and course content, course student learning outcomes, and program outcomes were all developed carefully in congruence with the *Essentials* document. With every step of the process, the details needed for a future self study for accreditation were included. The DBGN has extensive documentation of the curriculum development and the data used for the development. The DBGN has also drafted an evaluation process for the DNP program to incorporate into its extensive program evaluation process.

ASSSSMENT OF NEED

Justification:

The American Association of Colleges of Nursing has called for establishment of professional practice doctoral programs (DNP) for graduate education in nursing by the year 2015. DNP programs are for the purpose of preparing advanced level practitioners and are intended to eventually replace the current master's programs in nursing which prepare advanced practitioners. These programs are separate and distinct from research doctoral programs offering a PhD/DSN/DNS in Nursing. Nearly 100 universities and colleges across the US have moved to establish these DNP programs, and many more report being in the planning and development process. These programs are designed to provide additional education for expanded roles for advanced level practitioners. The Commission on Collegiate Nursing Education (CCNE) is accrediting DNP programs. The current programs in the Department of Baccalaureate & Graduate Nursing are accredited by CCNE and at last visit received the full ten year accreditation. This program, which will be an online (mixed web) course offering program, would be made available to nurses in the commonwealth and particularly to nurses in rural areas and underserved areas who wish to expand their education through a practice doctorate. If EKU does not offer this degree, which is part of the national movement in nursing education, we would be at a disadvantage in providing graduate education and would not be able to provide progressive and current nursing education offerings. EKU has built a strong reputation of providing baccalaureate and higher degrees in nursing to rural and underserved areas of the Commonwealth, particularly in southeastern Kentucky. Practicing nurses have been able to obtain these more advanced degrees while working and remaining in their home areas, and these nurses stay in their home areas to practice after degree completion. Recent evaluation data collected at the end of the degree programs support that our graduates plan to remain in KY to practice. In 2008, 100% of the MSN graduates planned to practice in KY and 69% in rural or underserved areas; 96% of the prelicensure BSN graduates planned to practice in KY; and 99% of the RN-BSN graduates planned to practice in KY, mostly in rural areas. As a result of EKU nursing programs, the educational level of health care providers in the Commonwealth has been raised and the health care needs of the people of the Commonwealth have been served. The DNP program will serve to advance the educational level of health care providers in these areas even further.

Anticipated Need for a DNP Program:

Input from the communities of interest, MSN prepared nurses throughout the Commonwealth of Kentucky and the DBGN Advisory Committee (health care employers of DBGN graduates in EKU's service region) was gathered to ascertain the feasibility of initiating a DNP program at EKU. Assessment surveys were mailed to MSN prepared nurses in the Commonwealth in spring 2008. There were 297 surveys received from MSN prepared nurses. Of the MSN respondents, 45% responded yes, 32% responded not sure and 28% responded not interested in obtaining a DNP degree. The responses came from nurses in various counties in Kentucky and also from bordering states. Of the respondents who were interested or not sure of obtaining a DNP, 60% of them were planning to start their studies in one to two years. This group alone represents a potential applicant pool of approximately 137 nurses to enter a DNP program soon. In addition to the survey respondents, the DBGN administrative assistants are receiving almost daily requests from nurses interested in obtaining a DNP and inquiring when EKU will initiate a program. The numerous requests for a DNP program demonstrate strong support from a potential applicant pool.

In spring 2008, at the DBGN Advisory Committee biannual meeting, the Advisory Committee was informed of the intent of the DBGN to investigate and potentially plan a DNP program. The Advisory Committee responses were very positive and supportive of EKU developing a DNP program. The support from the communities of interest is evident by the letters received in support of the DNP program at EKU. Letters have been received from nursing leaders who have knowledge of the need for this advanced degree.

Fulfillment of Anticipated Need by Other Universities:

Because the DNP will be a mandated degree in the future, the total anticipated need will increase over the next few years. At the present time, there are nearly 100 universities nationwide offering the degree and many more in the planning stages. Of the current programs, many are offered as online or a combination of online and onsite offerings. However, the tuition for many of these out of state online programs is prohibitive and would deter many Kentucky nurses from enrolling. In addition, the programs all have large enrollments and many are at capacity for the number of students they can admit. Within Kentucky, the only current DNP program is at the University of Kentucky. A program is in the process of being implemented at Bellarmine University in Louisville, which is a private institution with a much higher tuition rate than public universities in the Commonwealth. The UK program is being offered as a BSN to DNP program effective Fall 2009, and the current MSN degree program at UK for advanced practice nurses is no longer admitting students. The majority of the admissions to their program will be those coming with a BSN, and as a result, the spaces available for post MSN students are limited. We have already been contacted from applicants for UK's

DNP program who were not admitted due to lack of space. Even if additional DNP programs are implemented in the state, the spaces available will not be able to meet the demand. Most nursing programs are turning away applicants, and it is anticipated that this trend will continue with the DNP programs. (Please see information below on career prospects and the nursing shortage/nursing faculty shortage).

Anticipated Need for DNP at EKU Based on Unmet Needs at Other Colleges and Universities:

EKU has elected to begin the transition in graduate nursing education by maintaining its current MSN degree offering and adding a post master's DNP. This approach is based on requests and feedback from our community of interest (students, potential students, agencies employing our graduates, and others) and, while different from the University of Kentucky structure, is similar to the structure of several other DNP programs in the country. This approach (BSN to MSN to DNP) will parallel our RN-BSN-MSN degree offerings which provide nurses a frequently requested degree stop out point while furthering their education. Our programs will continue to offer a traditional career pathway in Kentucky leading to baccalaureate and higher degrees to meet the needs of nurses in KY and the region during this important transition period in nursing education.

At EKU, we plan to admit 10 part time students for the first class and increase by approximately 10 per year. Even with the addition of EKU's DNP program, there will still be more potential applicants than there are spaces available in the program, as can be seen by the survey respondents. While there will still remain an unmet need, the addition of EKU's DNP program will make the degree available to more nurses, particularly to nurses in Eastern and Southeastern Kentucky, and will provide a high quality program which is accessible and affordable. The benefits of our current graduate nursing program, and the difference it has made in health care and educational opportunities for the people in the Commonwealth, will be continued with the initiation of the DNP program.

Career Prospects for DNP:

As this degree is mandated and brings unique practice credentials important for health policy, research utilization, outcomes assessment, and reimbursement, it will be sought after by employers in the future.

The shortage of nurses nationwide, and particularly nurses with higher degrees, will ensure a strong market for employment in the future. In addition, there is a shortage of nursing faculty in programs across the country. Nursing programs will need faculty with strong practice credentials obtained through a DNP to complement the faculty with research credentials obtained by the PhD in nursing. Having the DNP available will strengthen the numbers of faculty, especially in the prelicensure programs of nursing which depend on faculty with clinical expertise to produce Registered Nurses to meet health care needs of the nation's population. Also, in many agencies, of special importance is the need for nurses with preparation in use of evidence-based practice and development of proposals for improvement of patient outcomes. As reimbursement for facilities is tied to patient outcomes, nurses with a DNP who have a strong background in evidence-based practice, improvement of patient outcomes, and application of budgeting and health care financing to management of health care facilities will be critical employees of these facilities.

Information available on the American Association of Colleges of Nursing website

(www.aacn.nche.edu/Media/Shortagesource.htm) gives information from many recent reports regarding the nursing shortage at all educational levels. The report for the American Hospital Association indicates hospitals in the US currently need 116,000 registered nurses to fill vacant positions. The shortage is projected to increase over the next several years. One report indicates the shortage of registered nurses in the U.S. could be at 500,000 by the year 2025. Another report indicates that greater than 1,000,000 new and replacement nurses will be needed by 2016. The report cites government analyst projections that more than 587,000 new nursing positions will be created through 2016. This is a 23.6% increase in nursing positions and would make nursing at the top in the nation for projected job growth. A report from a survey of CEOs at Academic Health Centers indicated the shortage of nursing faculty is acute and is believed to be the primary reason for the nursing shortage at the entry level. Health Resources and Services Administration reported that the US will need to graduate about 90 percent more nurses from schools of nursing to meet the demand for additional registered nurses in the future. Both the American Association of Colleges of Nursing (AACN) and the Southern Regional Educational Board (SREB) reported that their annual surveys indicated that there was a serious shortage of nursing faculty and that was the primary reason for applicants being turned away. In addition to the problem of shortage of registered nurses, many reports also indicate that the shortage of nurses prepared at the baccalaureate and higher degree level has a negative impact on patient outcomes.

Clearly, there is a current and continued demand for nurses, and the need for nurses with higher degrees will be anticipated to increase in the future. If EKU can add the DNP program to its current offering of BSN, RN-BSN, and MSN programs, much contribution can be made to decreasing the shortage of nurses at all levels, including registered nurses, nursing administrators, advanced practice nurses, other advanced level nurses, and nursing faculty. EKU is fortunate to have a strong and dedicated group of nursing faculty who can continue to produce the current programs' high quality graduates and will be able to produce nurses with the highly desired practice doctorate.

Expected Salary Ranges:

Because these programs are so new, current market salaries are not available. However, reviewing salaries for nurses with other degree levels can provide some indication of the expected salary trends. The current salary market rate in the region for new graduates from a BSN program is between \$40,000 to \$50,000. The projected median salary for RNs nationally for 2009 is \$58,827-63,504 (www.nursinglink.com). The salary of master's prepared nurses is higher, with advanced practice nurses usually

commanding a salary of \$70,000 to \$80,000. The salary of nurse administrators and nurse executives, for which nurses with a DNP will be sought, are usually much higher, averaging between \$70,000 to greater than \$200,000, depending on level of management. The median salary of Chief Nursing Executives is \$177,535 (www.salary.com). Nursing faculty salaries vary depending on the institution, rank and degree level, but national data from the American Association of Colleges of Nursing for 2008-09 indicates an assistant professor at a four year college with a doctorate would have a mean salary for nine months of \$68,012 and an assistant professor without a doctorate would have a mean salary for nine months of \$55,260. Mean salaries at universities, of course, would be higher and salaries would be somewhat lower f

CONSISTENCY WITH EKU's MISSION:

The proposed program is in keeping with the "Mission Statement for Eastern Kentucky University" ...student-centered comprehensive public university dedicated to high quality instruction, scholarship, and service." In keeping with the University's mission, the Department of Baccalaureate and Graduate Nursing has a stated mission "to serve community of interest by providing high quality, accessible learning opportunities which encourage students to act independently, to think critically, to communicate effectively, and to practice professional or advanced practice nursing with integrity, enlightenment and creativity; to participate in service which enhances the educational mission of the college and the university, and; to participate in scholarly efforts supporting the education mission of the college and university (Department of Baccalaureate and Graduate Nursing Strategic Plan, 2006-2010)." The two mission statements are consistent in their emphasis on providing high quality instruction, and participating in scholarship and service.

The goals of the University, College of Health Sciences and the Department of Baccalaureate and Graduate Nursing provide guidance and direction for operationalization of the mission statements. The proposed DNP program assists in meeting these missions by aligning with the University's, College's and Department's strategic goals. The University's goals that are addressed through the development of the DNP program include goals # 1). "To promote and support an inclusive climate that respects and celebrates diversity by attracting, developing and educating a diverse student, faculty and staff population, #3). "To promote learning through high-quality programs, research and support services" and #5). "To increase and enhance external and internal constituency engagement, while maintaining a connection with the southeastern region of Kentucky (Eastern Kentucky University Strategic Plan 2006-2010)." The relationship between the University, College, and Department goals and the DNP program outcomes are illustrated in the table in [Appendix G](#).

The goals of the proposed DNP program are related to the mission and goals of the University, College, and Department, and were guided by the AACN Essentials for Doctor of Nursing Practice.

RESOURCES AND BUDGET:

The DBGN has qualified faculty to teach in the DNP program. However, because of the large number of students and applicants for all programs in the DBGN, and the need to cover other courses if faculty are assigned to teach a DNP course, the DBGN would request a minimum of one additional faculty position for program implementation and an additional position would be requested when the second class is admitted to ensure adequate coverage of all current programs.

To aid in program start up, a federal grant will be requested. The DBGN has a history of successful grant funding for program start up or expansion. The RN-BSN program received federal funding when it was implemented as a distance learning program, the BSN and the RN-BSN program received federal funding to aid expansion and retention, and the MSN program received federal funding to implement the Psychiatric Mental Health Nurse Practitioner program. Before a federal grant application can be submitted, the curriculum and program must be approved. The DBGN will be expected to implement the DNP program immediately once a grant application is approved for funding, so having the necessary approvals in place is critical before submitting an application to obtain grant funding. Additional faculty positions will be requested through the grant and this could delay the need for permanent positions to be funded by EKU. If the grant application is funded, faculty positions obtained through the grant will be used for program start up and permanent positions could be provided by the university following phase out of the grant. As always, faculty position requests will be justified by enrollment and other data.

The program will be an online program with some on site attendance required (web assisted). The model is based on our current Rural Psychiatric Nurse Practitioner option of the MSN program which has been very successful and has worked well for faculty and students. No additional classroom space will be required. Blackboard is already being used by program faculty in all courses to supplement classroom and ITV teaching and several faculty are teaching online courses. Faculty are familiar with the technology and many already possess Camtasia and Impatica software and are using those in their teaching. The Distance Learning Academy has been very helpful to faculty who are developing online courses and will continue to be used by faculty as the DNP program is further developed and implemented. Some additional library resources may be needed for the program, particularly online journals, but many of the resources which support the current graduate program will also be appropriate for the DNP program. An expansion of resources for Health Policy and Health Care Finance may be needed, but other graduate programs in the university, such as the MPH program, already have obtained library resources for these areas. An exact request has not been

compiled as the program will not be implemented until after approvals and the grant application is submitted, so a review of resources could be obtained closer to the time of implementation and would ensure consideration of currency. Electronic resources available online will serve an online program well.

The current operating budget will be reallocated for program start up. As the university budget improves, additional funding can be requested based on need and program growth. Funding for advertising and recruiting during program implementation, and additional funding for maintenance and operation, for learning resources, and to support faculty professional development during implementation could be included in the federal grant application. The current university and state budget situation could be vastly improved before funding of any additional resources would be needed.

Additionally, the DBGN is exploring an increased tuition rate for the DNP program which would help with funding. The tuition money from the student enrollment would also be supplemented by money from the Council on Postsecondary Education, which provides funding based on a formula which uses numbers of graduates of baccalaureate, master's, and doctoral programs. The DBGN will ensure adequate resources before implementing the program. The past experience with new program development and implementation has provided the DBGN and the College of Health Sciences a realistic assessment of the resources and time commitment needed for program start up. The DBGN has always been able to manage resources to successfully implement new programs with excellent outcomes and reputations, and the new DNP program will be consistent with the past success.

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 (30 characters) *Program Title *Provide only the information relevant to the proposal.	Environmental Health Science & Clinical Lab Science Health Science CLINICAL LABORATORY SCIENCE BS (Major <u>X</u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)
---	---	---

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	6/5/09	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	8/5/09	Approved <input checked="" type="checkbox"/> Disapproved	8/20/09
General Education Committee*	NA	Faculty Senate**	9/14/09
Teacher Education Committee*	NA	Board of Regents**	9/19/09
		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 overall program requirements from 128 to 120 credit hours
- 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: Given the recent university change in minimum undergraduate credit hours from 128 to 120, the department is revising its curriculum to reflect this 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 III. Recording Data for New, Revised, or Suspended Program

CLINICAL LABORATORY SCIENCE (B.S.)

CIP Code: 51.1005

Major Requirements57 hours

CLS 201, 300(2), 303(1), 305(2), 308(2), 309(1), 310(5), 320, 346(5), 350(5), 355(4), 431, 432(5), 434(4), 436(1), 437, 438(4), 439(1), 440(2), and 441(1).

Supporting Course Requirements28-29 hours

BIO 121(4), 301/378(1) or 348(4), CHE 111/111L 115(1), 112/112L 116(1), 330(4) or CLS 290, MAS 200, CIS 212 or CSC 104, and MAT 107.

General Education Requirements30 hours

Standard General Education program, excluding blocks II, IVA, IVB, VII (QS) and VIII (6 hours). Refer to Section Four of this *Catalog* for details on the General Education and University requirements.

University Requirement1 hour

HSO 100.

Free Electives11 4 hours

Total Curriculum Requirements128- 120 hours

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"/> 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 Exercise & Sports Science <hr/> College Health Sciences <hr/> *Course Prefix & Number ATR 398 <hr/> *Course Title (30 characters) Pre-Season Practicum in AT <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	8/5/09	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	8/5/09	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 8/20/09
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: Create ATR 398 a 4 Credit Hour course and become a required Special Summer Session Course to allow for Pre-Season athletic training clinical education with EKU Athletics. Note: this Course would require the students to work 8 hours a day from August 1 with pre-season physicals till School Started Back on the First Day of the Fall Semester. Would need to create a mechanism for grade submission for a course that would go until the day before Fall semester courses started.

A. 2. Effective date: Summer 2010

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

B. The justification for this action:

Currently students are not able to obtain pre-season clinical experience or credit directly within the athletic training education program.

Under the accrediting body Commission on Accreditation of Athletic Training Education (CAATE) Standards & Guidelines students cannot conduct clinical experiences without them being attached to a formal academic course.

Additionally EKU student liability coverage only provides coverage on students enrolled in a clinical course in the college of health sciences. So to ensure Athletic Training students get Pre-Season sports and physical experiences and a chance to see what working full time as an athletic trainer will be like, this course will require students to work 8 hours a day, on campus with various EKU Athletic teams during the preseason from August 1 till the Day before the first day of classes.

This experience serves two primary purposes assures EKU Athletic Training students have pre-season sport experience as caring for athletes during two-a-day or even three a day practices is vastly different than normal in season experiences. This course also allows students to experience a more realistic workload by working 8 hour days and a chance to see what working as a full-time athletic trainer might be like.

Students would be required to keep a daily journal on blackboard and complete their weekly clinical engagement forms and would be assessed by their assigned approved clinical instructor during the mid-point and at the end for the course grade. Students would work on various clinical proficiencies and competencies during this time. The students would not have any formal classroom work.

C. The projected cost (or savings) of this proposal is as follows: Zero as the ATEP program director is 12 month contract and can oversee the students enrolled in the course. Current clinical placements and training are in place with EKU Athletics.

Personnel Impact: Zero / **Operating Expenses Impact:** NA / **Equipment/Physical Facility Needs:** NA / **Library Resources:** none

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

ATR 398 Pre-Season Practicum in Athletic Training 4. A. Pre-requisites: ATR 202 Pre-season clinical experience in athletic training in a university setting, requiring 8 hr daily clinical experiences during pre-season athletic camps at EKU from August 1 Summer till Day before Fall Semester classes start. Credit will not be awarded to students who have credit for PHE398.

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	398	Summer 2010	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS XX	ESSC
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. 8 hrs	
4	Lecture _____	Laboratory _____	Other <u>X</u>	
			40	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)	
<u>8</u>	<u>4</u>		FR _____	JR _____
<u>C</u>	<u>4</u>		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 XX _____		

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>ATR 202</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.	<u>Credit will not be awarded to students who have credit for PHE398.</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)			

ATR 398: Pre-Season Practicum in Athletic Training
College of Health Sciences - Department of Exercise and Sport Science

Summer 2010
Credit Hrs 4.0
Practicum Course:

Asst. Professor Dr. Eric J. Fuchs, ATC, EMT-B
Moberly 109 Office# 859 622 8173
Office Hours: See Blackboard

Required Texts: 1. Fuchs, E. (2007) ATR 201 Clinical Proficiency Evaluation Manual. Cost: TBA Purchased from Dr. Fuchs first class session or during ATEP orientation. Cost: 30.00.

Course Description

ATR 398 Pre-Season Practicum in Athletic Training. 4. A. Pre-requisites: ATR 202. Pre-season clinical experience in athletic training in a university setting, requiring 8 hr daily clinical experiences during pre-season athletic camps at EKU from August 1 Summer till Day before Fall Semester classes start. Credit will not be awarded to students who have credit for PHE398.

Course Objectives:

This course is to allow students to get a comprehensive experience working as an Athletic Training Student for 8 hours a day. This experience is meant to allow students to integrate all current clinical skills and knowledge in a clinical experience simulated a full work day, while gaining invaluable experience in pre-season pre-participation examinations and the process and resources involved in setting these up. Additionally, students will gain experience, knowledge and understanding of the equipment and resources needed to set up and provide coverage for pre-season multiple daily practices.
To enhance clinical proficiency and skills taught in previous athletic training courses, and allow for learning over time \ application of clinical and psychomotor competencies.
Through practice and actual hands-on experience, the student will demonstrate clinical proficiency of various psychomotor skills. Students will identify three personal goals and or objectives that they will work on during the preseason clinical experience with their assigned ECU ACI Students will gain a comprehensive understanding of and assist in the administering of pre-season pre-participation physical examinations of athletes

After completion of the course, the student will be able to:

1. Explain and demonstrate how to properly coordinate and set up a pre-participation physical for a large group of athletes
2. Describe and demonstrate the principles and concepts relating to pre-season practice coverage including required supplies and equipment for multiple day practices
3. Demonstrate proper field set-up and record keeping for pre-season practices.

Course Requirements: Dress: Students will comply with the Athletic Training Student Handbook Dress Code requirements for clinical placements. Fanny Pack and Scissors.

Clinical Skills: Each student is expected to complete their Clinical Proficiency Manual for the courses that they have had prior to this summer practicum to the proficient level, these will be identified by pulling the students clinical proficiency cards from their student files the first day of class. Students will be given two dates during this practicum by which these must be completed

Bi Weekly Clinical Reflection / Blog: This will be completed on the ATR 398 Blackboard site and must be completed on Wed by midnight and then Sat by midnight of each week, this Blog / Reflection must be a minimum of four paragraphs and should include unique injuries or new techniques or skills you learned or where exposed to and overall snapshot of your experiences.

Weekly Clinical Engagement Forms: Each student will be required to turn in weekly clinical engagement reporting forms to me. They will be due on each Wed. at class, complete with signatures of the ACI. These forms must be turned in on time failure to do so will result in a 5% deduction of your final grade per incident.

ACI/CI ATS Evaluation Form: End of Clinical: Note form must be turned in on-time and forms are located on ACI/CI Blackboard Site and ATS Blackboard Site and ATR398 Blackboard Site.

Blackboard **ATS Evaluation of ACI/CI End of Semester:** This is an online Form that will be Available on the ATR 398 Site and the ATS Blackboard Site . This form must be completed failure to complete this online form will result in a letter grade of (I) or In complete for this course.

Evaluation:	ATS Evaluation Form and Weekly Clinical Engagement Form	40% Final Grade
	Clinical Skills Proficiencies Check 1	20% Final Grade
	Clinical Skills Proficiencies Check 2	20% Final Grade
	Bi Weekly Blog	20% Final Grade

Grading Scale:	90 - 100% = A	70 - 79% = C	59% or less = F
	80 - 89% = B	60 - 69% = D	

Students must receive a B or better in this course as part of the ATEP. You will not be allowed to continue on to next

clinical practicum until you have completed t this course with a B or better.

ATTENDANCE: Students are strongly encouraged to attend all course sessions. **STUDENTS MISSING THREE CLASSES WILL RECEIVE AN F** for the course. Please note **ONLY UNIVERSITY EXCUSED ABSCENCES** will be accepted. Please review these <http://www.undergradstudies.eku.edu/catalog/>. **Please note that personal illness, critical illness or death in THE IMMEDIATE FAMILY or Participation in an approved University activity. For personal illness you must have a Health Care Provider note that delineates the dates you are seeking to be excused from. The note must provide the dates specifically the HCP is excusing you from missing.**

Clinical Affiliated Site Attendance: This course requires you to complete 8 clinical hours each day. These hours will be scheduled by your assigned ACI for the pre-season practicum. Please note this is a requirement for this course and was explained to you prior to entering the program in the ATS handbook and during the interview this was re-iterated. These hours are documented on your weekly clinical engagement form.

Please refer to the ATS Handbook for the ATEP policies on Clinical Site Attendance.

INCLEMENT WEATHER PLAN: See Adjusted Schedules at this website link: <http://www.eku.edu/weather/inclementweather.php>

CELL PHONE / PAGER OR OTHER P.E.D.

ANY P.E.D. DEVICE OR CELL PHONE GOING OFF WILL RESULT IN A REDUCTION IN YOUR FINAL GRADE BY 5% PER INCIDENT.

Please make sure all cell phones, pagers or other personal electronic devices are turned off during the practicum unless allowed by your ACI or CI, they may be used during breaks however they are not to be used during the clinical practicum or on.

ACADEMIC INTEGRITY / DISHONESTY POLICY

The University's policy on academic dishonesty and cheating will be strictly adhered to and enforced at all times. See the NEW Academic Integrity Policy at: <http://www.academicintegrity.eku.edu/>

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 alternative forms

**ATR 398 – Summer Practicum in Athletic Training
 Summer 2010 –Class Schedule
 ALL CLASSES MEET ON TUESDAY**

DATE	DAY	TOPIC	ASSIGNMENTS / DUE DATES / ETC
Aug 1	Sun	Arrive and Get orientation to ACI/CI and Facilities and Set- Up, Meet with Dr. Fuchs Review Course Syllabi	Receive Clinical Proficiencies to work on for course
Aug 2	Mon	Work with ACI (8 hours) and Develop rest of schedule for pre-season for 8 hours	Develop Three Individual Professional Goals to work on and reach during Pre-season Clinical Experience with ACI/CI
Aug 3	Tues	Work with ACI / Assist with Physicals FB / Soccer /	
Aug 4	Wed	Work with ACI	1st Blog / Reflection Due
Aug 5	Thur	Work with ACI / Assist with Physicals for Volleyball / XC	
Aug 6	Fri	Work with ACI	
Aug 7	Sat	Work with ACI	1st Weekly Clinical Engagement Form Due 2nd Blog / Reflection Due
Aug 8	Sun	Work with ACI	
Aug 9	Mon	Work with ACI	
Aug 10	Tues	Work with ACI	
Aug 11	Wed	Work with ACI 1 hour Meeting with Dr. Fuchs ATR 398 Instructor for Reflection of Experience.	3rd Blog/ Reflection Due Mid-Course ACI/CI Eval of ATS Due
Aug 12	Thur	Work with ACI	
Aug 13	Fri	Work with ACI	
Aug 14	Sat	Work with ACI	2nd Weekly Clinical Engagement Form Due 4th Blog / Reflection Due
Aug 15	Sun	Work with ACI	
Aug 16	Mon	Work with ACI	
Aug 17	Tues	Work with ACI	
Aug 18	Wed	Work with ACI	5th Blog / Reflection Due
Aug 19	Thur	Work with ACII	
Aug 20	Fri	Work with ACII	
Aug 21	Sat	Work with ACI / CI / Assist with Winter Sports Physicals	3rd Weekly Clinical Engagement Form Due 6th Blog / Reflection Due Final Evaluation of ATS by ACI Evaluation of ACI/ CI by ATS due

Please note the instructor reserves the right to change, modify or add additional assignments as is needed or necessitated by programmatic, accreditation or other directive

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 Exercise and Sport Science <hr/> College Health Science <hr/> *Course Prefix & Number <hr/> *Course Title (30 characters) <hr/> *Program Title ATHLETIC TRAINING (B.S.) (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	8/5/09	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	8/5/09	Council on Academic Affairs Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 8/20/09
General Education Committee*	NA	Faculty Senate** 9/14/09
Teacher Education Committee*	NA	Board of Regents** 9/19/09
		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 HEA450, Add new ATR398, decrease overall program requirements from 128 to 120 credit hours

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: Drop HEA450 from support, and Add new ATR398 Summer Practicum in Athletic Training to Core to meet CAATE standards and guidelines and eliminate free electives. Given the recent university change in minimum undergraduate credit hours from 128 to 120, the department is revising its curriculum to reflect this 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 III. Recording Data for New, Revised, or Suspended Program

ATHLETIC TRAINING (B.S.)

CIP Code: 51.0913

Major Requirements**60 64 hours**

ATR 100(2), 201, 202, 211(4), 212(4), 221(1), 301, 302, 311(4), 312(4), 322, 398(4), 401, 402, 411, 412, 421(2), PHE 212, 320, 325, and 407; current CPR-PR, first aid certification, and service point requirement met at time of graduation.

Supporting Course Requirements**19 16 hours**

BIO 171, 271, 301, 378 (1), EMC 102, HEA450, and PHE 180.

General Education Requirements**39 hours**

Standard General Education Program, excluding blocks VI and VIII (6 hours).

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

University Requirement**1 hour**

H50 100.

Free Electives**9 hours**

Total Curriculum Requirements**128 120 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 Exercise and Sport Science <hr/> College Health Science <hr/> *Course Prefix & Number <hr/> *Course Title (30 characters) <hr/> *Program Title PHYSICAL EDUCATION (B.S.) (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	8/5/09	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	8/5/09	Council on Academic Affairs Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 8/20/09
General Education Committee*	NA	Faculty Senate** 9/14/09
Teacher Education Committee*	NA	Board of Regents** 9/19/09
		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 overall program requirements from 128 to 120 except for teaching option which would be lowered to 123 - 126 credit hours

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: Given the recent university change in minimum undergraduate credit hours from 128 to 120 except for teaching option which would be lowered to 123 to 126 hours, the department is revising its curriculum to reflect this 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 III. Recording Data for New, Revised, or Suspended Program

PHYSICAL EDUCATION (B.S.)

CIP Code: 13.1314

Major Requirements45-49 hours

Core25-28 hours

PHE 201, 212, 315, 320, 325, 407, 562, 575; PHE 241(1) or 313(2) 340, or Red Cross Lifeguard Certification; current CPR certification at time of graduation; and each student must complete one of the following options:

Options20-21 hours

General (Non-Teaching) 20 hours

PHE 301, 327, 383(1), 400, 423

One class from PHE224 or 305, and two classes from PHE261(2), 360(2), 361(2), 362(2), 420(2).

P-12 Teaching21 hours

PHE 224, 300, 305, 310, 323, 415, 467.

Fitness and Wellness 21 hours

PHE 415, 430, 433, 435, 472*(6), and 562.

Supporting Course Requirements 17 - 37 hours

All Options9 hours

BIO 171 and 301; CIS 212 or CSC 104.

General (Non-Teaching)8 hours

REC102, PHE180, HEA 202(2).

Fitness and Wellness18 hours

NFA 201 and 517; REC102 or 290, current first aid certification at time of graduation. Select six hours from HEA 315, 380, 480

Select three hours from MGT 301, MKT 301, PHE530.

Professional Education Requirements

(P-12 Teaching Option)28 hours

EDF 103, 203, 319, ESE 566, EME 465, ESE 490, and EMS 499.

General Education Requirements36-39 hours

Standard General Education program, excluding blocks VI (Physical Fitness & Wellness and General (Non-teaching Option only), VII (QS) and VIII (6 hours). Refer to Section Four of this *Catalog* for details on the General Education and University Requirements.

University Requirement1 hour

HSO 100.

Free Electives

General (Non-Teaching).....~~26-29~~ 18-21 hours

Fitness and Wellness.....~~7~~ – 10 hours

P-12 Teaching0 hours

Total Curriculum Requirements~~128-120~~ – 126 hours

*Students are required to document a minimum of fifty (50) hours of appropriately related experiences prior to enrolling in PHE 470/472.

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 Exercise and Sport Science <hr/> College Health Science <hr/> *Course Prefix & Number <hr/> *Course Title (30 characters) <hr/> *Program Title SPORT MANAGEMENT (B.S.) (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	8/5/09	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	8/5/09	Council on Academic Affairs Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 8/20/09
General Education Committee*	NA	Faculty Senate** 9/14/09
Teacher Education Committee*	NA	Board of Regents** 9/19/09
		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 overall program requirements from 128 to 120 credit hours 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: Given the recent university change in minimum undergraduate credit hours from 128 to 120, the department is revising its curriculum to reflect this 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 III. Recording Data for New, Revised, or Suspended Program

SPORT MANAGEMENT (B.S.)

CIP Code: 31.0504

Major Requirements30 hours

PHE 201, 322, 324, 327, 328, 400, 423, 470(1 to 6)*, and 530.

Supporting Course Requirements18 hours

GBU 204, ACC 201, MGT 300 (for business minors) or MGT 301, MKT 300 (for business minors) or MKT 301, ECO 230, and CIS 212.

General Education Requirements42 hours

Standard General Education Program, excluding blocks VII (QS) and VB. Refer to Section Four of this *Catalog* for details on the General Education and University Requirements.

University Requirement1 hour

H SO 100.

Free Electives~~37~~ 29 hours

Total Curriculum Requirements~~128~~ 120 hours

*Students are required to document a minimum of fifty (50) hours of appropriately related experiences prior to enrolling in PHE 470.

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 <u>Family and Consumer Science</u> College <u>Health Sciences</u> *Course Prefix & Number _____ *Course Title (30 characters) _____ *Program Title <u>Apparel Design & Merchandising BS</u> (Major <u>X</u> , Option ____; Minor ____; or Certificate ____) *Provide only the information relevant to the proposal.	
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	7/14/09	Graduate Council* NA
Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	8/5/09	Graduate Council* NA
General Education Committee*	NA	Council on Academic Affairs
Teacher Education Committee*	NA	Approved <input checked="" type="checkbox"/> Disapproved <u>8/20/09</u>
		Faculty Senate** <u>9/14/09</u>
		Board of Regents** <u>9/19/09</u>
		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 overall program requirements from 128 to 120 credit hours
- 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: Given the recent university change in minimum undergraduate credit hours from 128 to 120, the department is revising its curriculum to reflect this 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 III. Recording Data for New, Revised, or Suspended Program

APPAREL DESIGN AND MERCHANDISING (B.S.) AREA MAJOR

CIP Code: 52.1902

Major Requirements **50 hours**

ADM 102, 119, 201, 210, 300, 302, 310, 313, 349 (2)** or FCS 330A (2)**, 413, ADM 414 (6), CDF 132, FCS 400, FRM 352; ADM 319 and 339 or ADM 312 and 412.

Supporting Course Requirements **16 hours**

CHE 101/107(1), ECO 230, PSY 200, MGT 301 and MKT 301 or THE 220 and 320.

General Education Requirements **39 hours**

Standard General Education program, excluding blocks IVB, VB, and VC. Refer to Section Four of this *Catalog* for details on the General Education and University Requirements.

University Requirement **1 hour**

HSO 100.

Free Electives **22 14 hours**

Total Curriculum Requirements **~~128~~ 120 hours**

**ADM 349/FCS 330A—two hours at sophomore level.

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 (30 characters) *Program Title *Provide only the information relevant to the proposal.	Family and Consumer Science Health Sciences GENERAL DIETETICS (B.S.) (Major <input checked="" type="checkbox"/> , Option ___; Minor ___; or Certificate ___)
---	---	--

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	7/14/09	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	8/5/09	Approved <input checked="" type="checkbox"/> Disapproved	8/20/09
General Education Committee*	NA	Faculty Senate**	9/14/09
Teacher Education Committee*	NA	Board of Regents**	9/19/09
		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 overall program requirements

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: Given the recent university change in minimum undergraduate credit hours the department is revising its curriculum to reflect this change from 128 to 120-121.

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

GENERAL DIETETICS (B.S.) AREA MAJOR

CIP Code: 19.0501

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 FCS330D (1); NFA 401, 402, 403, 404, 411, 415 (2), 445.

Supporting Course Requirements**27 hours**
 BIO 273; BIO 301; CHE 101/107, 102; HEA 350 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**7-8 0 hours**

Total Curriculum Requirements**128 120-121 hours**



EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

Department of Communication
College of Business and Technology

521 Lancaster Avenue
Richmond, Kentucky 40475-3102
(859) 622-1871
FAX: (859) 622-8214

MEMORANDUM

TO: Council on Academic Affairs

FROM: _____
Dr. William E. Davis, Associate Dean
College of Business & Technology

DATE: June 8, 2009

SUBJECT: Curriculum Revisions

Please consider the following curriculum changes in the College of Business & Technology at the Council on Academic Affairs meeting on August 20, 2009:

Department of Communications:

1. New Course(s)

Course	Action Requested	Page
CMS 205W	To create a CMS 205 course incorporating substantive writing assignments and designated as a writing intensive course with TCAC Advisory Board letter and syllabus.	COMM 1-18
COM 200W	To create a COM 200 course incorporating substantive writing assignments and designated as a writing intensive course with TCAC Advisory Board letter and syllabus.	COMM 19-31

2. Course Revision(s)

Course	Revision	Page
BEM 425	Add "or COM 200W" to the prerequisite(s)	COMM 32-34
CMS 205	To add a line to catalog description: "Students cannot receive credit for both CMS 205 and CMS 205W."	COMM 35-37
COM 200	To add to catalog description: "Students cannot receive credit for both COM 200 & COM 200W."	COMM 38-40
COM 405	Add "or COM 200W" to the prerequisite(s)	COMM 41-43
COM 415	Add "or COM 200W" to the prerequisite(s)	COMM 44-46



3. Program Revision(s)

Program	Revision	Page
Broadcasting and Electronic Media (B.A.)	To change Supporting Course Requirements in PUB BA to include PUB 320 or JOU 320 and PUB 412 or JOU 412 and drop COM 320 A-I. To modify the Broadcasting & Electronic Media Core Courses by adding “or COM 200W” in the Broadcasting and Electronic Media (B.A.)	COMM 47-48
Communication Studies (B.A.)	To modify the Major Requirement Courses by adding “or CMS 205W” in the Communication Studies (B.A.).	COMM 49-50
Journalism (B.A.)	To modify the Major Requirements Courses by adding “or COM 200W” in the Journalism (B.A.).	COMM 51-52
Public Relations (B.A.)	To modify the Major Requirements Courses by adding “or COM 200W” in the Public Relations (B.A.).	COMM 53-54
Minor in Communication Studies	To modify the Requirements by adding “or CMS 205W” in the Minor in Communication Studies.	COMM 55-56
Minor in Dispute Resolution	To modify the Requirements by adding “or CMS 205W” in the Minor in Dispute Resolution.	COMM 57-58
Minor in Journalism	To modify the Requirements by adding “or COM 200W” in the Minor in Journalism.	COMM 59-60
Minor in Public Relations	To modify the Requirements by adding “or COM 200W” in the Minor in Public Relations.	COMM 61-62



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	Communication
<input type="checkbox"/> Course Revision (Parts II, IV)	College	Business & Technology
<input type="checkbox"/> Hybrid Course (TCAC, "S," "W")	*Course Prefix & Number	CMS 205W
<input checked="" type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Advocacy & Opposition
<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>	<u>Date</u>
Departmental Committee	05/08/09	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	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	8/20/09
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
TCAC Approval	April 23, 2009	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 create a CMS 205 course incorporating substantive writing assignments and designated as a writing intensive course.

A. 2. Effective date: (Example: Fall 2001)
~~Spring 2010~~ **Fall 2009**

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

B. The justification for this action:
Courses with substantive writing requirements can be identified with a W following the course number. This course meets the requirements set forth by the Thinking and Communicating Across the Curriculum Advisory Board. **This change needs to be perpetuated throughout the catalog for prerequisites.**

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.)

CMS 205W Advocacy and Opposition (3). I, II. Prerequisites: ENG 102, or ENG 105(B), or HON 102. The study of the techniques and principles of formal argumentative discourse. Emphasis on developing, presenting, defending, and opposing positions of controversial questions through intensive writing and oral communication. Credit will not be awarded to students who have credit for CMS 205.

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)*
CMS	205W	Spring 2010 Fall 2009	AS _____ JS _____ BT x _____ EM _____ ED _____ PC _____ HS _____	COMM
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3.0	Lecture <u>3.0</u> Laboratory _____ Other _____		Cip Code (first two digits only) 42	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	25%	N	FR _____ JR _____	
		A	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>Prerequisites: ENG 102, or ENG 105(B), or HON 102.</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.	<u>Credit will not be awarded to students who have credit for CMS 205.</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)			

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF BUSINESS AND TECHNOLOGY
DEPARTMENT OF COMMUNICATION

CMS 205W Advocacy & Opposition: Writing Intensive
Fall 2009 CRN

Instructor: Dr. Thieme
Mailing Address: Combs 317
Office: Combs 312
Phone: 622-1320
Email: Amy.Thieme@eku.edu
Office Hours:

Perspective of the Course:

Since much of human communication has as its underlying motive the goal of influencing belief or behavior, the study of the process known as argumentation is significant. Arguers seek to gain the acceptance of others for their point of view. Our study of the process of argumentation will focus on the Toulmin Model of arguments, a contemporary theory of argumentative structure that is particularly suited to instrumental communication. You will learn the fundamental principles of argumentation and put them into practice in written and oral formats. Throughout the semester you will tackle a variety of controversial issues; the assignments will ask you to apply the principles of argumentation & opposition to these controversial topics.

1. Catalog Description: The study of the techniques and principles of formal argumentative discourse. Emphasis on developing, presenting, and defending a position of controversial questions.

2. Student Learning Objectives:

1. Apply Critical Thinking

- a. By developing an understanding of theory and forms of argumentation.
- b. By utilizing various forms of technology to effectively research arguments.
- c. By evaluating the merits of information and its sources for relevancy and credibility.
- d. By integrating relevant research into logical arguments that support a claim.
- e. By evaluating the strengths and weaknesses in your own and others' arguments.

2. Demonstrate Command of Oral and Written Communication Skills

- a. By developing written argumentative briefs.
- b. By implementing effective verbal and nonverbal delivery skills related to the argumentation process.
- c. By adhering to standards of ethical communication in presenting your views in oral and written form.

3. Text:

Publication Manual of the American Psychological Association (5th Edition)

Additional readings for this class will be found on the internet or the Blackboard site for this class.

4. Classroom Policies:

Attendance: You are allowed to miss a maximum of 4 classroom hours, which includes excused and unexcused absences. Special considerations are up to the discretion of the instructor.

Five points per absence after 4 absences will be deducted from your total points at the end of the semester. For every two times you arrive late or leave early it will count as an absence. On oral debate days, you will not be able to enter the room once the door closes. Please arrive promptly.

Due Dates:

1. Due dates are clearly marked on the course outline. All assignments must be turned in during the class period they are due. Assignments turned in after that class period are considered late. Late work will be penalized 5 points for each day of the week it is late, including weekends. **Any work turned in late must be sent through Blackboard.** Please do not email me your assignments other than through Blackboard. **Assignments sent through regular email will not be accepted.**
2. Failure to present on your assigned due date or arriving late to class on that day will result in a zero for that assignment.
3. All quiz/exam dates are clearly marked on the syllabus. No late or early quizzes/exams will be given. This also pertains to arriving late once the exam/quiz has been begun.

5. Academic Accommodations:

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 third floor of the Student Services Building, by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TTY.

Upon individual request, this syllabus can be made available in alternative forms.

7. Academic Misconduct:

Cheating or plagiarizing will not be tolerated and will result in a "0" for the exam/assignment and a possible "F" for the course. Please familiarize yourself with the rules, regulations, and penalties for academic misconduct as noted in the Student Handbook.

Please be advised that EKU's Academic Integrity Policy will be strictly 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 (622-1693).

8. Assignments:

1. Quizzes/Exams: There will be a maximum of two exams in this class. The exam formats might consist of true/false, multiple choice, essay or short answer questions. One exam will require you to analyze an argument and critique its strengths and weaknesses through the lens of Toulmin's Model. Material for the exams will come from the assigned readings and lecture material. Two or three announced quizzes might also be given throughout the semester. The instructor reserves the right to give pop - quizzes during the semester. Absolutely no make-up quizzes; this includes students who arrive late to class after the quiz has started.

2. Written Arguments: Using Toulmin's Model of Argumentation, you will construct and deconstruct up to eight different arguments throughout the semester. Because this is a writing intensive course, all of the arguments will be submitted for instructor or peer review prior to the final submission. You must be in class on the assigned dates to participate in the peer critiques for credit. Failure to submit assignments for peer critiques will result in a loss of 5 points for each assignment not submitted on the assigned due dates. Failure to turn in revisions on the due date will result in a loss of five points for each day of the week the assignment is late.

In addition, all papers must be submitted in hard copy on the due date **and** submitted in electronic format to Blackboard. (1) The document must be in Microsoft WORD; (2) You must include your ID number on the document. A copy of this document will be sent to a committee to evaluate the overall success of writing-intensive courses. Your ID number will allow the University to track students' progress over time, without seeing your name. Very rarely, a paper may be printed to use for training purposes. When this occurs, the ID number is removed before printing.

3. Peer Critiques: You will participate in critiquing your peers' arguments. You will apply the principles of Toulmin's Model to locate the strengths and weaknesses in the arguments. These are in-class activities and can not be made up for credit.

4. Oral Moderated Debates: You will participate in a minimum of two graded debates throughout the semester and two mock debates.

5. Homework & In class Assignments: You will learn to apply the theory and practice of building arguments throughout the semester. Some of the assignments will be take home, some in-class. In-class assignments cannot be made-up. Whether or not you will be able to make-up any of the in-class assignments depends upon the assignment and is up to the discretion of the instructor.

Grading

Two Exams (50 points each)

Two Quizzes (20 points each)

Up to 8 argument construction and deconstructions (25 points each)

Up to 8 peer critiques (5 points each)

UP to two oral moderated debates (15 points each)

Up to two mock moderated debates (5 points each)

Up to 4 Homework Assignments (5-10 points each)

Grading Scale: Final grades will be assigned based upon the following grading scale:

A= 90-100% B= 80-89% C= 70-79% D= 60-69% F = 59% and lower

Extra Credit Assignment:

You may choose one of the following extra credit assignments. The assignment is worth up to 10 points. Extra credit is due by the last day of class. Remember that extra credit means that you are making an extra effort to increase your grade. Thus, this work must be of the highest caliber to even be considered for any points.

1. *Attend an actual debate (minimum two full pages):*
 - a. Record one argument made by one debater.
 - b. Identify his/her claim, grounds, warrant, and backing (if offered).
 - c. Provide a brief analysis of the strengths and weaknesses of this argument
 - d. Provide a brief analysis of the strengths and weaknesses of this person's rebuttal to his/her opponent's argument on the same issue.

2. *Watch a debate. Write up the following (minimum two full pages):*

- a. Focus on one debate participant.
- b. Follow his/her answer to one question from beginning to end (transcribe the argument - the transcription must be turned in with the assignment).
- c. Identify his/her claim, grounds, warrant, and backing
- d. Provide a brief (1-2 page) analysis of the strengths and weaknesses of the claim, grounds, warrant and backing.

3. *Printed letter to an editor.* Often times we read items in a newspaper with which we disagree. For this extra credit assignment, you are to:

- a. Write a well-outlined letter to the editor arguing for or against something.
- b. Your letter must demonstrate the elements of Toulmin's Model (i.e., include claims, grounds, warrants).
- c. To get credit, your letter must be published by the newspaper, a copy of which will be turned in to me.

4. Other options may be available throughout the semester.

CMS 205 Fall 2009 CRN

Tentative Course Outline

8/25	Orientation to course
8/27	Toulmin's Model of Argumentation Written Arguments Assigned
9/8	Toulmin's Model of Argumentation Propositions & Claims; HW Assigned
9/10	Types of Evidence
9/15	Library- Research Instruction
9/17	Library - Research Instruction
9/22	First Argument Due; In class peer critiques
9/24	Revision of First Argument Due
9/29	Second Argument Due; In class peer critiques
10/1	Revision of Second Argument Due
10/6	Third Argument Due: Instructor Critique Mock Moderated Debates
10/8	Mock Moderated Debates
10/15	Exam #1
10/20	Revision of Third Argument Due Graded Moderated Debates
10/22	Graded Moderated Debates
10/27	Fourth Argument Due; Peer Critiques
10/29	Revision of fourth argument due Fallacies
11/3	Fifth Argument Due; Peer Critiques Fallacies

11/5	Revision of Fifth argument due
11/10	Sixth Argument Due: Instructor Critique
	Mock Moderated Debates
11/12	Mock Moderated Debates
11/17	Graded Moderated Debates
11/19	Graded Moderated Debates
11/24	Work on Seventh Argument
12/1	Seventh Argument Due: Instructor Critique
12/3	Exam #2
12/8	Last day to submit any ONE assignment for a second revision
12/10	Last day to turn in Extra Credit

* The last day to withdraw from a full semester class is October 30, 2009

Guidelines for Argument Construction CMS 205

Points: 25 each (up to four)

According to Toulmin, strong arguments contain seven elements:

**Claim
Qualifier
Evidence
Warrant
Backing
Rebuttal
Reservation**

These elements provide the framework for constructing arguments. All parts must flow logically and in order; a failure in one element upsets the logic of the entire argument. Throughout the semester you will be required to develop several arguments using Toulmin's Model. Each assignment must include the following:

- 1. A Proposition: Identify the action qualifier, policy directive and agent of agent. The proposition must be clear, concise, and specific.**
- 2. Your Position: Identify which side of the proposition you are arguing - for or against.**
- 3. Using Toulmin's Model of Arguments, develop your argument. The argument must include all seven elements listed above. Be sure to use the critique form to help you develop a strong argument. Each argument must contain two pieces of evidence and must come from different sources. The "backing" must also come from a different source.**

General Guidelines

- 1. All arguments must be typed.**
- 2. You must use APA referencing style throughout the argument.**
- 3. Your argument must include a works cited page in APA format.**

4. All arguments will be critiqued by your peers or your instructor throughout the semester. Upon completion of the critique, you will rewrite your argument based on the feedback that was given. You must attach the original argument with the feedback to your revised argument. To be considered for a grade, the majority of changes must be of a substantial nature (if needed) rather than only spelling or grammatical changes.
5. All work must be submitted by the due dates as stated on the course outline. Late work may be accepted but with a penalty of 5 points per day (including weekends) it is late.
6. The last week of the semester you will have the opportunity to resubmit one argument that was already critiqued and graded. You cannot use this option to make up a missed assignment.

Guidelines for Argument Deconstruction

CMS 205

Points: 25 points per critique (up to 4 critiques)

According to Toulmin, strong arguments contain seven elements:

**Claim
Qualifier
Evidence
Warrant
Backing
Rebuttal
Reservation**

These elements provide the framework for constructing arguments. All parts must flow logically and in order; a failure in one element upsets the logic of the entire argument. To help you understand this model, we will read several arguments by different authors and watch several debates. Your task will be to deconstruct the arguments by doing the following:

- 4. After reading the article or listening to the speaker, use Toulmin's Model of Arguments and deconstruct the person's argument.**

Specifically:

- a. Identify all seven elements listed above.**
- b. Make an argument defending the strengths and weaknesses of each of the elements you identified in "a" above. Use the "Critique" handout to help you in this process. (*NOTE: You are not arguing for or against the person's position; you are arguing whether or not the person's argument meets the standards set forth by Toulmin). Include a discussion of the logic of the argument. Does the author/speaker arrive at logical conclusions based on the claim and evidence provided? Discuss. If some of the elements are missing how does that impact the effectiveness of the argument?**

- c. What substantial recommendations would you provide to improve this argument? If the argument is fine the way it is, explain why.

General Guidelines

7. Type your critique.
8. Demonstrate your understanding of the course material by integrating the material (lectures, readings, etc.) into your critiques. Don't just state your opinion; support it with what you have learned.
9. All critiques will be reviewed by your peers or your instructor throughout the semester. Upon completion of the critique, you will be given a chance to rewrite it based on the feedback that was given. You must attach the original critique with the feedback to your revision. To be considered for a grade, the majority of changes must be of a substantial nature (if needed) rather than only spelling or grammatical changes.
10. All work must be submitted by the due dates as stated on the course outline. Late work may be accepted but with a penalty of 5 points per day (including weekends) it is late.



EASTERN KENTUCKY UNIVERSITY

Richmond, Kentucky 40475-3102
Serving Kentuckians Since 1906

College of Arts and Sciences
Department of English and Theatre
(859) 622-5861

467 Case Annex
521 Lancaster Avenue
Fax (859) 622-3156

Professor Amy Thieme
Department of Communication
Combs 317
EKU CAMPUS

23 April 2009

Dear Amy:

I'm writing to let you know that the TCAC Advisory Board has approved your proposal for COM 205W. We're very happy to be adding this course to those available to students. You are all set to go in offering the course as soon as it clears the College and other levels of approval. As you know, you need to initiate that approval path through your department channels.

CMS -> typo!

Please remember to include on your syllabus this statement (filling in your own information, of course):

"For assignment X, you must send an electronic copy to me at mary.doe@eku.edu by (time/date). (1) The document must be in Microsoft WORD; (2) You must include your ID number on the document. A copy of this document will be sent to a committee to evaluate the overall success of writing-intensive courses. Your ID number will allow the University to track students' progress over time, without seeing your name. Very rarely, a paper may be printed to use for training purposes. When this occurs, the ID number is removed before printing."

The assignment you ask to have submitted electronically should be the course's major writing assignment; you'll send it on to me (preferably, the whole class's papers on a CD), and it will be evaluated for assessment purposes. The particulars of the assessment process will be announced later this semester.

I also want to mention that you are eligible for a course reduction (or the equivalent payment) the first time you teach the W class. When the course is in the schedule book for a given semester, let me know and I will start the paperwork for your payment. You are also eligible to apply for funds to be used in faculty development activities that will help you teaching writing-intensive courses better. If you want to use these funds, let me know and I will walk you through the process. These funds need to be used within a year from the date on this letter.

Thanks again for your hard work in making COM 205W reality. If there's anything I can do to help, please let me know.

CMS - typo

Best regards,

Comm 4

Deborah Core
Director, TCAC
Professor of English

cc. Dr. Maureen Everett
Dr. O. Bennett



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 striethrough for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.
<u>COM 200W Mass Media and Society. (3). I, II.</u> Prerequisites: ENG 102, or ENG 105(B), or HON 102. Introduction to Mass Media Issues. Analyzes mass media impact on social, political and economic sectors of American & World Societies. Considers issues/trends, including ethics, legal controls, violence & censorship. Gen. Ed. Block VII (SBS). Credit will not be awarded to students who have credit for COM 200.

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)*
COM	200W	Spring 2010 Fall 2009	AS _____ JS _____ BT x _____ EM _____ ED _____ PC _____ HS _____	COMM
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3.0	Lecture <u>3.0</u>	Laboratory _____	Other _____ Online _____	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	25%	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>Prerequisites: ENG 102, or ENG 105(B), or HON 102.</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. COM 200W	<u>Credit not allowed with COM 200.</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)(SBS)X	VIII (3)
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Mass Media and Society
COM 200W
Department of Communication
Fall 2009
CRN xxxxx

Instructor:

Dr. Mike Branstetter
300 Combs Bldg.
(859) 622-1879
mike.branstetter@eku.edu

Office Hours:

T/TR 10:45 -11:45, 1:45 – 3:15, and by appointment

Class meeting time:

TBA - Online

Text

The Dynamics of Mass Communication, 10th Edition, by Joseph Dominick, New York:
McGraw-Hill

Catalog Description

COM 200W, Mass Media and Society (3): Introduction to mass media issues. This course analyzes mass media impact on social, political and economic sectors of American and world societies. It considers issues and trends, including ethics, legal controls, violence and censorship. It meets General Education category 12 requirements.

Course Objectives

This is a course about the media. It is designed to provide the student with a look at the scope of the modern media of mass communications—particularly television, radio, newspapers, magazines, books, films, the internet and recorded music. Special attention will be paid to the history, structure and functions of the mass media and the responsibilities of those who work in the various media industries.

This course will allow the student to gain a more complete understanding and appreciation of both communication and the media. The student will also develop skills to critically evaluate the content of the messages received throughout the media. The class is designed to provide some insight into the impact mass media have on the social, political and economic aspects of our society.

In the course we will examine:

Mass Communication—*What is communication? What is mass communication? How did it develop? Who is the mass audience?*

Culture – *What is culture? What are the components of our culture? How does our culture differ from other cultures? How does mass media affect culture? How does culture affect media? What is the relationship between media, globalization and culture?*

Critical Thinking—*What are the social/behavioral/economic/moral implications of the informational age? What evidence can we find to support these assumptions?*

Communication Technology—*What are the technologies of mass communication? How did they develop and by whom?*

Media Consumption—*How does media impact us? How do we respond to (control) its consumption?*

In general, the course is designed to accomplish two purposes: **(1) to prepare you to become a more astute consumer of the media and (2) to equip you for further study of mass communication.**

Course-Specific Learning Objectives

COM 200W

In this course, the students will be able to:

1. Define and discuss the basic terms and concepts relevant to our understanding of mass communication and culture.
2. Discuss the social and cultural impact of various forms of mass media (especially: television, radio, film, print and the internet).
3. Identify issues of personal importance in mass media and describe how such issues impact students' lives – how students consume media.
4. Identify and define the components of culture enhanced through media and demonstrate an increased awareness of cultural diversity.
5. Identify and explain the significance of several key individuals (artists and inventors) from both the past and the present of mass communication.
6. Understand the social trends and historical events that affect the media.
7. Identify and explain several theories of mass communication and discuss their value for explaining the impact of media upon society.
8. Explain several key studies of media research and how it is conducted.
9. Explain the implications of the First Amendment on the control of/freedom of the mass media.
10. Analyze and articulate the impact and trends of media today.

Expectations:

Students are expected to be active (**intrinsic**) learners.

Students are expected to read the text and any supplemental materials.

Students are expected to demonstrate (exhibit) attention, curiosity, professional conduct and regular attention to due dates.

Students should expect from the instructor a working knowledge of the subject matter, a willingness to listen, willingness to act as a resource in guiding learning, and fair grading of student work.

Assessment: Chapter exams

Chapter exams are objective assessments and will be given online, as will the comprehensive final exam. The exams will cover required readings, lectures, handouts, videos, or other materials covered in the course materials. Each exam will include: multiple-choice and true-false questions.

All students are **REQUIRED** to take exams on or before the due date mentioned in each module's assignments. If you find that, for some valid reason, you must miss an exam, you must notify the instructor **BEFORE** the exam. This will require resetting Blackboard for the makeup exam and will take a little time. Makeup exams will be given no later than the next module's due date.

Assessment: Term Paper

One paper will be assigned during the term. It should be produced using a keyboard, double-spaced, with title page, abstract and bibliography and submitted electronically to the instructor. The final paper due date is on the Course Schedule. Being unavailable during that week does not change the due date for the paper. **ALL** papers will be submitted the same way as critical thinking essays. The following information provides details for you to follow.

Person of the day:

People make a culture. Individuals shape the media. You will choose one of those individuals from the textbook and write a 7 – 10 text page paper about her or him. Papers should be based on research derived from a minimum of 6 different sources, four of which must be hard-copy print media from the library.

The format of the paper should include all of the following sections:

1. A brief biographical background of the personage of your research.
2. An explanation of their contribution to the media.
3. A comparison with another figure in the media of comparable importance.
4. An evaluation of the significance of the person's impact on media and culture.
Answer the question, "What would media and society be like if this person had never existed?" Provide evidence to justify your answer.
5. A personal reflection as to what you have gleaned from your research and how the contributions of your "Person" have affected you personally.

Your grade will be based on your ability to clearly address the above issues as well as the effectiveness of your writing. You are expected to use APA style guidelines with proper citations of sources. OF COURSE, spelling errors and poor grammar will reduce your grade.

Papers should be submitted to me on or before the due date on the Course Schedule.

Assessment, Critical Thinking Essays:

For each chapter/module, there is a "**Questions for Critical Thinking**" folder located in the Course Documents. Choose one of the questions and write a one page, double spaced essay reflecting your readings and understanding of the question's topic. These essays will be submitted via Blackboard. Details will be given in the assignment folder for that module.

Class Discussion:

The Discussion Board in Blackboard is reserved for discussion of specific topics and for peer evaluation of the various sections of the term paper. Discussion Board threads and comments generated by students will be incorporated. Some suggested topics could be:

Culture and Gender: Do the media contribute to racism, sexism or other cultural inequalities?

Conspiracy Theory of Corporate Hegemony: Is the globalization of media giants destroying the objectivity of the Press?

Media Control/Concentration vs. Freedom: Does control of the Media (censorship/v-chips, rating systems, etc.) infringe on First Amendment Rights?

Violent Media, Violent Society: Do the media desensitize youth and contribute to violent behavior (e.g. Columbine)?

Online Participation:

COM 200 is a foundation for programs in the Department of Communication. Due dates are not to be missed without valid written excuse. Unexcused missing of due dates will not be tolerated by the instructor, and will result in a grade of “0” being placed in the grade book for that item. Please notify the instructor in advance if you will miss a class for an excused reason. Excused absences will not affect your grade, but you will be responsible for any work, exercises, exams, etc. that you may have missed.

Allowable excuses include:

1. Illness of the student or serious illness of student’s immediate family member.
2. The death of immediate family member. Submit written excuse.
3. University-sponsored trips. **Students must notify instructor in advance and written verification is required.**

Plagiarism and Honesty:

Each student is expected to do her or his own work. Cheating and plagiarism will not be acceptable. Any student caught cheating will receive an “F” for the course and appropriate university officials will be notified. Additional sanctions are also possible. See the University Handbook for Students for university policy concerning plagiarism and cheating.

Grading and Weights:

Quizzes total	30%
Paper	30%
Essays total	30%
Final Exam	10%

**All dates and grading weights are subject to change according to the needs of the individual class.*

Grading scale:

100-90	A
80-89	B
70-79	C
60-69	D
59-below	F

Students with Disabilities:

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 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.

*Eastern Kentucky University will develop informed,
critical and creative thinkers who communicate effectively.*

COM 200W, Media and Society

Fall Semester 2009

Course Schedule

<u>Week #</u>	<u>Due Dates</u>	<u>Assignment</u>
1	08/25	Introductory Module <u>(see assignment folder)</u> Assign peer review groups for term paper.
2	09/01	Ch. 1, Communications, Mass & other forms Read Assignment for term paper and submit name of main person and comparison/contrast person to instructor.
3	09/08	Ch. 2, Perspectives on Mass Communications.
4	09/15	Ch. 3, Historical & Cultural Context Write draft of section 1 and submit to Discussion Board for peer review.
5	09/22	Ch. 4, Newspapers Peer review of section one criteria grids completed and posted.
6	09/29	Ch. 5, Magazines Write draft of section 2 and submit to Discussion Board for peer review.
7	10/06	Ch.6, Books Peer review of section two criteria grids completed and posted.
8	10/15	Ch. 7, Radio (Fall Break dates: 10/12 – 10/13) Write draft of section 3 and submit to Discussion Board for peer review.
9	10/20	Ch. 8, Sound Recording Peer review of section 3 criteria grids completed and posted
10	10/27	Ch. 9, Motion Pictures (Last day to drop with W: 10/30) Write draft of section 4 and submit to Discussion Board for peer review.
11	11/03	Ch. 10, Television Peer review of section 4 criteria grids completed and posted
12	11/10	Ch. 11, Cable, Satellite and Internet Television Write draft of section 5 and submit to Discussion Board for peer review.
13	11/17	Ch. 14, Public Relations Peer review of section 5 criteria grids completed and posted. Write title page, abstract and bibliography and submit for peer review.
14	12/01	Ch. 15, Advertising Peer review of title page, abstract and bibliography completed and posted.
15	12/08	Ch. 19, Social Effects of Mass Communications Complete term paper submitted to instructor via blackboard.
16	12/15	Final Exams

**ALIGNMENT OF COM 200 ASSIGNMENTS WITH
CRITICAL THINKING AND WRITTEN
COMMUNICATION GOALS FOR WRITING
INTENSIVE COURSE**

Critical Thinking Essays:

Each chapter (module) culminates in two assessments. One is an objective exam to measure comprehension of the materials read in the chapter. The other assessment is a critical thinking essay that is written in response to one prompt chosen from a list of “critical thinking questions” at the end of each chapter. These essays comprise 30% of the semester grade. Students are asked to develop a written essay expressing their own thoughts and evidence from the text. All essays require students to demonstrate comprehension of the materials they read. The requirements for the assignment require students to use evidence from the chapter text and instructor’s notes that are provided in Course Documents in blackboard, in addition to their own perspective, to develop a written position essay about their chosen “critical thinking” question. The need to demonstrate a logical evaluation of the materials in developing their position requires students to comprehend the main ideas from the text and instructor’s notes. The requirement for students to clearly articulate their reasoning demands that they demonstrate control of the written language. The following editing worksheet assists students with fine-tuning of their essays.

Editing Worksheet

TITLE _____
AUTHOR _____
READER _____

Editing is the process of fine-tuning one's writing. In transactional writing, belief and clarity are essential: a carefully revised paper will have all the necessary components for creating belief. A carefully edited paper will make that clear. In editing, a writer pays attention to sentence-level matters of word choice, tone, economy, and precision. Think about the following questions as you edit:

1. Do you *active verbs* whenever you can? (Do you "decide" rather than "make a decision?")
2. Have you cut all the *dead wood* from your sentences? ("It is interesting to note that editing is easy.")
3. Do you have good reasons for using *passive constructions*? If not, make active ("The liquid was poured into the test tube by the chemist.")
4. Can you use a *smaller word* where you have used a big one? ("Can you utilize this worksheet?")
5. Have you used the most *precise word* or term that you can? (Will your audience understand it?)
6. Do you find any *clichés* in your sentences? ("Can you cut through the red tape and get on the ball?")
7. Can you *combine* any sentences to avoid repetition? ("The water is brown. It is flowing fast. It is polluted.")

8. Do you have any one-sentence paragraphs?
9. Are your *references, documentation, and calculations* complete and precise?
10. Have you proofread the paper for *punctuation, spelling, and typos*?

Comments and notes from the reader to the author:

Note: This editing worksheet is included as a document in Course Documents.

The specific prompt for each “critical thinking” essay is as follows:

Pick a question from those in the "Questions for Critical Thinking" folder in the Chapter module. Write a one page, double-spaced essay that develops a position on the question you chose. Requirements: 1. Complete header information that identifies you and the assignment, 2. State the question you are answering, 3. Include references to the textbook materials and other sources you may have used to develop your essay, and 4. Minimum of 3 citations from your reference(s). This essay will be read, graded and entered in the grade book as will your other tests and assignments. If you have any questions, don't hesitate to e-mail me at mike.branstetter@eku.edu

Your paper will be submitted through blackboard -- not e-mail. There will be a link on the assignment page to submit your essay. You can submit the paper two different ways. 1) (PREFERRED) Type your paper as a Microsoft word document so you can save, edit, review it, etc. then click "browse" below and find the file name of your paper on your computer and press submit. 2) Type your essay in the space provided below and press submit.

The following are example critical thinking questions from Chapter 7, Radio:

1. What might have happened if radio had developed during the 1930s—the Depression years—instead of the Roaring Twenties?
2. What formats might radio stations have developed if rock and roll had not come along?
3. The radio industry is more consolidated than ever before. Consolidation may have helped radio's bottom line, but is the listener better served? Why or why not?
4. Listen to the radio stations in your market. Are there audience segments in the market that are not being served?
5. Read the boxed insert "Radio and the Local Community" on page 169, and consider the following: What effect might the Internet have on the amount of local news, information, and other services in a given community? Will the Internet allow access to "those voices which cannot gain any serious measure of volume elsewhere"? Who owns the radio stations in your home town? How do the locally owned stations compare with those that are corporate owned?

Person of the day term paper assignment:

People make a culture. Individuals shape the media. The student will choose a prominent individual from the text and write a 7-10 text page paper about her or him. Completed papers should be presentation quality complete with: 1. Title Page; 2. Abstract; 3. 7-10 pages of text and 4. a thorough bibliography page. Papers should be based on research derived from a minimum of 6 different library sources (EKU library, ECU online library). A maximum of two internet based sources may be used. **Wikipedia is NOT allowed as a source for the paper.**

The text of the paper should include all of the following sections:

1. A brief biographical background of the personage of your research.
2. An explanation of their contribution to the media.
3. A comparison with another figure in the media of comparable importance.
4. An evaluation of the significance of the person's impact on media and culture.

Answer the question, "What would media and society be like if this person had never existed?" Be prepared to justify your answer.

5. A personal reflection as to what you have gleaned from your research.

Your grade will be based on the effectiveness of your writing and your ability to follow directions explicitly and clearly address the above issues. It is preferred that you use APA for writing style with proper citations of sources. You will find a quick review of APA style at: <http://www.docstyles.com/apacrib.htm> (*We have permission to print, copy and freely use the materials from this site at will.*) Instructions for a title page with abstract and the bibliography can be found there. OF COURSE, grammar and spelling errors will reduce your grade.

Peer review

At the beginning of the course students will be divided into groups of 4 "peer review" partners. These groups will provide feedback to others in the group regarding the different sections of their term papers. The use of the Discussion Board will allow each person to post a section of the paper as it is completed for others to review and comment. Two week intervals will be noted on the course schedule and will keep the project flowing smoothly. The final sections to be reviewed will be the title/abstract page and the bibliography section. The final paper should be the result of at least three sets of peer comments and instructor comments in the discussion board.

Peer review may be accomplished by use of charts with grids that allow the reviewer to make comments regarding different attributes of the writings. Peer review should not be a complete editing of the other student's writing. Instead, it should point to insufficient attributes that should be revised. The writer is then responsible for the revision, not the peer. The review grid follows:

CRITERIA GRID FOR SECTION _____ WRITER _____ REVIEWER _____

Weak	Good	Strong	CRITERIA	READER'S COMMENTS
—	—	—	Focuses on purpose of section.	
—	—	—	Evidence: relevance, strength, credibility	
—	—	—	Organization: arrangement of ideas, guiding the reader	
—	—	—	Mechanics: spelling, grammar, punctuation	
—	—	—	Overall effectiveness	



EASTERN KENTUCKY UNIVERSITY
Richmond, Kentucky 40475-3102
Serving Kentuckians Since 1900

College of Arts and Sciences
Department of English and Theatre
(859) 622-5861

467 Case Annex
521 Lancaster Avenue
Fax (859) 622-3156

Professor Mike Branstetter
Department of Communication
Combs 317
EKU CAMPUS

23 April 2009

Dear Mike:

I'm writing to let you know that the TCAC Advisory Board has approved your proposal for COM 200W. We're very happy to be adding this course to those available to students. You are all set to go in offering the course as soon as it clears the College and other levels of approval. As you know, you need to initiate that approval path through your department channels.

Please remember to include on your syllabus this statement (filling in your own information, of course):

"For assignment X, you must send an electronic copy to me at mary.doe@eku.edu by (time/date). (1) The document must be in Microsoft WORD; (2) You must include your ID number on the document. A copy of this document will be sent to a committee to evaluate the overall success of writing-intensive courses. Your ID number will allow the University to track students' progress over time, without seeing your name. Very rarely, a paper may be printed to use for training purposes. When this occurs, the ID number is removed before printing."

The assignment you ask to have submitted electronically should be the course's major writing assignment; you'll send it on to me (preferably, the whole class's papers on a CD), and it will be evaluated for assessment purposes. The first assessment will be held on July 13, and all faculty involved in teaching writing-intensive courses are invited.

The advisory board asked me to note that since your proposal is for a gen ed course, you need to add the gen ed goals. Also, they suggested that you clarify on your syllabus how the students will receive instructor feedback in addition to peer evaluation.

I also want to mention that you are eligible for a course reduction (or the equivalent payment) the first time you teach the W class. When the course is in the schedule book for a given semester, let me know and I will start the paperwork for your payment. You are also eligible to apply for funds to be used in faculty development activities that will help you teaching writing-intensive courses better. If you want to use these funds, let me know and I will walk you through the process. These funds need to be used within a year from the date on this letter.

Thanks again for your hard work in making COM 200W reality. If there's anything I can do to help, please let me know.

Best regards,

Deborah Core
Director, TCAC
Professor of English

cc. Dr. Maureen Everett
Dr. O. Bennett



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	Communication
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	College	Business & Technology
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Prefix & Number	BEM 425
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	Electronic Media Operations
<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>		<u>Date</u>
Departmental Committee	5/8/2009	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	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	8/20/09
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 "or COM 200W" to the prerequisite(s)

A. 2. Effective date: (Example: Fall 2001)
 Spring 2010

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

B. The justification for this action:
 COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.

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.)

BEM 425 Electronic Media Operations (3) A. Prerequisite: COM 200 or 200W. Study of the management styles and issues that impact managing, programming and operating a radio/television facility, cable system, or media web enterprise. Includes regulation issues imposed by FCC and other government agencies.

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)*
BEM	425	Spring 2010	AS _____ JS _____ BT <u>X</u> EM _____ ED _____ PC _____ HS _____	COMM
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.	Prerequisite: COM 200 or 200W.
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 Communication	
<input type="checkbox"/> Course Revision (Parts II, IV)	College Business & Technology	
<input checked="" type="checkbox"/> Hybrid Course (TCAC, "S," "W")	*Course Prefix & Number CMS 205	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters) Advocacy and Opposition	
<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>		<u>Date</u>
Departmental Committee	May 8, 2009	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	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	8/20/09
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 add a line to catalog description: "Students cannot receive credit for both CMS 205 and CMS 205W."</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2010</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA</p>
<p>B. The justification for this action: Avoid course credit for W and non-W versions of same 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 ~~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.)

CMS 205 Advocacy and Opposition (3). I. The study of the techniques and principles of formal argumentative discourse. Emphasis on developing, presenting, defending, and opposing positions of controversial questions. Credit will not be awarded to students who have credit for CMS 205W.

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)*
CMS	205	Spring 2010	AS _____ JS _____ BT <u>x</u> _____ EM _____ ED _____ PC _____ HS _____	COMM
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only) 42	
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>Credit will not be awarded to students who have credit for CMS 205W.</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
(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 Communication	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	College Business & Technology	
<input type="checkbox"/> Hybrid Course (TCAC, "S," "W")	*Course Prefix & Number COM 200	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters) Mass Media and Society	
<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>		<u>Date</u>
Departmental Committee	5/8/2009	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	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	8/20/09
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 add to catalog description: "Students cannot receive credit for both COM 200 & COM 200W."</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2010</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA</p> <hr/> <p>B. The justification for this action: Avoid course credit for W and non-W versions of same course.</p> <hr/> <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.)

COM 200 Mass Media and Society: (3). I, II. Introduction to Mass Media Issues. Analyzes mass media impact on social, political & economic sectors of American and world societies. Considers issues and trends, including ethics, legal controls, violence and censorship. Gen. Ed. Block VII (SBS). Credit will not be awarded to students who have credit for COM 200W.

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)*
COM	200	Spring 2010	AS _____ JS _____ BT <u>x</u> _____ EM _____ ED _____ PC _____ HS _____	COMM
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
	Lecture _____ Laboratory _____ Other _____		Cip Code (first two digits only) 42	
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>Credit will not be awarded to students who have credit for COM 200W.</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 (SBS)(3)X	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 Communication	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	College Business & Technology	
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Prefix & Number COM 405	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters) Media Law	
<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>		<u>Date</u>
Departmental Committee	5/8/2009	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	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	8/20/09
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 "or COM 200W" to the prerequisite(s)

A. 2. Effective date: (Example: Fall 2001)
 Spring 2010

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

B. The justification for this action:
 COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.

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.)

COM 405 Media Law. (3) A. Prerequisite: COM 200 or 200W or department approval. Examination of legal philosophies relating to the media, including press freedom, copyright, libel, slander, privacy, free press/fair trial, and regulation. Emphasizes the legal rights and responsibilities of the media.

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)*
COM	405	Spring 2010	AS _____ JS _____ BT <u>X</u> EM _____ ED _____ PC _____ HS _____	COMM
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.	Prerequisite: COM 200 or 200W 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)			

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 Communication	
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	College Business & Technology	
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Prefix & Number COM 415	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters) Media Ethics	
<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	5/8/2009	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	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 8/20/09
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 "or COM 200W" to the prerequisite(s)

A. 2. Effective date: (Example: Fall 2001)
Spring 2010

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

B. The justification for this action:
COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.

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.)

COM 415 Media Ethics (3) A. Prerequisite: COM 200 or 200W or department approval. Examination of ethical standards and practices of the mass media. Includes development of ethical decision-making skills.

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)*
COM	415	Spring 2010	AS _____ JS _____ BT <u>X</u> EM _____ ED _____ PC _____ HS _____	COMM
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.	Prerequisite: COM 200 <u>or</u> 200W 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)			

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

Part I

(Check one)	Department Name	Communication
<input type="checkbox"/> New Course (Parts II, IV)	College	Business & Technology
<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	Broadcasting/Electronic Media (BA)
<input checked="" type="checkbox"/> Program Revision (Part III)	(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:		<u>Date</u>	<u>Date</u>
Departmental Committee	5/8/2009	Graduate Council*	N/A
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	<u>8/20/09</u>
General Education Committee*	N/A	Faculty Senate**	<u>9/14/09</u>
Teacher Education Committee*	N/A	Board of Regents**	<u>1/25/10</u>
		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 ECU'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 Supporting Course Requirements in PUB BA to include PUB 320 or JOU 320 and PUB 412 or JOU 412 and drop COM 320 A-I. To modify the Broadcasting & Electronic Media Core Courses by adding "or COM 200W" in the Broadcasting and Electronic Media (B.A.)

A. 2. Effective date: (Example: Fall 2001)
 Spring 2010

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

B. The justification for this action:

The addition of these classes provides more integrated and relevant coverage of graphic design theory and fundamentals. Replacing the current offerings (COM 309 and COM 320 A-H) with these new courses framed within the Broadcasting and Electronic Media discipline will help ensure that participants have an appropriate level of understanding. COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.

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 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.)

BROADCASTING AND ELECTRONIC MEDIA (B.A.)
CIP Code: 09.0701

University Requirement	1 hour
BTO 100.	
General Education Requirements	48 hours
Standard General Education program. Refer to Section Four of this <i>Catalog</i> for details on the General Education and University requirements.	
College Requirement: Professional Skills Seminar	
BTS 300 (CR) and BTS 400 (CR).	
Free Electives	37-39 hours
Major Requirements	40-42 hours
Broadcasting & Electronic Media Core	19 hours
BEM 240, 295 (4), 300, 370 (4) or 395 (4), 343 (1) or 349 (1) or 398 (1), COM 200 <u>or 200W</u> , 491 (1).	
Options	21-23 hours
General:	22 hours
BEM 425, 495 (4) and 3 hours selected from BEM 375 or 301, 3 hours selected from BEM 375 or 301, COM 325, 330, or 353, 9 hours selected from BEM 375, 395, 401, 402, COM 201, 300, 301, 320 (A-D) (3) , 325, 330, 353, 405, 415, 420, 425, 430, 445, 471, JOU 325, <u>JOU 320 or PUB 320, JOU 412 or PUB 412, PUB 375, 380.</u>	
Broadcast News:	21 hours
COM 405, BEM 301, 401, 402, and 9 hours selected from BEM 375, 425, 495 (4), COM 300, 320 (A-D) (3) , 330, 405, 415, 420, 430, <u>JOU 320 or PUB 320, JOU 412 or PUB 412, PUB 375.</u>	
Film Techniques & Technology:	23 hours
BEM 350 (3), 351 (3), 353 (3), 370 (4), 425 (3), 495 (4), 352 (3).	
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)	Department Name College *Course Prefix & Number *Course Title (30 characters) *Program Title *Provide only the information relevant to the proposal.	Communication Business & Technology Communication Studies (B.A.) (Major <u> x </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)
---	---	---

Proposal Approved by: Departmental Committee <b style="color: red;">Is this a SACS Substantive Change?	<u>Date</u> 5/8/2009 Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Graduate Council* Council on Academic Affairs Approved <input checked="" type="checkbox"/> Disapproved Faculty Senate** Board of Regents** Council on Postsecondary Edu.***	<u>Date</u> NA 8/20/09 9/14/09 1/25/10 N/A
*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 <b style="color: red;">****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 modify the Major Requirement Courses by adding "or CMS 205W" in the Communication Studies (B.A.). A. 2. Effective date: (Example: Fall 2001) Spring 2010 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	B. The justification for this action: COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.
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 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.)

Communication Studies (B.A.)

Cip Code 09.0101

University Requirement.....1 hr

BTO 100

General Education Requirement.....45 hrs

Standard General Education program excluding block IC. Refer to Section Four of this Catalog for Details on General Education and University Requirements.

College Requirement: Professional Skills Seminar

BTS 300 (CR) and BTS 400 (CR)

Free Electives.....26 hrs

Major Requirements..... 48 hrs

CMS 200, 205 or 205W, 210, 250,300, 305, 310, 315 and/or 349 (3 hours),325, 350, 410, 485, 495 and nine hours from the following courses
CMS 320,353,375, 400,420,450,490 or PUB 385

Total Curriculum Requirements..... 120 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)	Department Name Communication College Business & Technology *Course Prefix & Number _____ *Course Title (30 characters) _____ *Program Title Journalism B.A. (Major <u> X </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)	
*Provide only the information relevant to the proposal.		
Proposal Approved by:		
	<u>Date</u>	<u>Date</u>
Departmental Committee	5/8/2009	Graduate Council* NA
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		
College Curriculum Committee	5/15/2009	Council on Academic Affairs Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 8/20/09
General Education Committee*	NA	Faculty Senate** 9/14/09
Teacher Education Committee*	NA	Board of Regents** 1/25/10
		Council on Postsecondary Edu.*** N/A
*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.) Modify the Major Requirements Courses by adding "or COM 200W" in the Journalism (B.A.). A. 2. Effective date: (Example: Fall 2001) Spring 2010 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA	
B. The justification for this action: COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.	
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 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.)

Journalism (B.A.)
CIP Code: 09.0401

University Requirement.....1 hour
BTO 100.

General Education Requirements.....48 hours
Standard General Education program. Refer to Section
Four of this *Catalog* for details on General Education and
University requirements.

College Requirement: Professional Skills Seminar
BTS 300 (CR) and BTS 400 (CR).

Free Electives.....20 hours

Minor Requirements.....18 hours
Journalism students must complete a minor in an area
other than JOU, PUB, or BEM. (CMS minor is allowed.)

Major Requirements.....41 hours
COM 200 or 200W, 201, 301, 405 and 415; JOU 302 (1), 305,
310, 325, 401, 425 (4), and 491 (1); and 8 hours selected from
COM 330, 430, 471; JOU 302, 307, JOU 320 or PUB 320, 410,
JU 412 or PUB 412, 450, 480, or 491.

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)	Department Name College *Course Prefix & Number *Course Title (30 characters) *Program Title *Provide only the information relevant to the proposal.	Communication Business & Technology B.A. Public Relations (Major <u>X</u> , Option ___; Minor ___; or Certificate ___)
Proposal Approved by:		
	<u>Date</u>	
Departmental Committee	5/8/2009	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes*** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	5/15/2009	Council on Academic Affairs
General Education Committee*	NA	Approved <input checked="" type="checkbox"/> Disapproved ___
Teacher Education Committee*	NA	8/20/09
		Faculty Senate** 9/14/09
		Board of Regents** 1/25/10
		Council on Postsecondary Edu.*** N/A
*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 modify the Major Requirements Courses by adding "or COM 200W" in the Public Relations (B.A.).</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2010</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA</p>
<p>B. The justification for this action: COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.</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

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.)

Public Relations (B.A.)
CIP Code: 09.0902

University Requirement.....1 hour
 BTO 100.

General Education Requirements.....42 hours
 Standard General Education program excluding block VB and block VC. Refer to Section Four of this *Catalog* for details on General Education and University requirements.

College Requirement: Professional Skills Seminar
 BTS 300 (CR) and BTS 400 (CR).

Supporting Course Requirements.....21 hours
 COM 420, ECO 230 or 231, PUB 320 or JOU 320, MGT 301 or BEM 425, POL 101,
 and six hours from the following courses: COM 301, 309, 325, 390, 425, GCM 211, MKT 301, PUB 412
 or JOU 412, PUB 385, 480, or 520.

Free Electives.....26 hours

Major Requirements.....38 hours
 BEM 295 (4); 375, COM 200 or 200W, 201, 405, JOU 305, 325 or TEC 313, PUB 375, 380, 470 (1) or 349 (1),
 475, 490 (4), and 491 (2).

Total Curriculum Requirements.....128 hours

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 Communication	<u>Communication</u>																					
<input type="checkbox"/> Course Revision (Parts II, IV)	College	<u>Business & Technology</u>																					
<input type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	_____																					
<input type="checkbox"/> New Program (Part III)	*Course Title <i>(30 characters)</i>	_____																					
<input checked="" type="checkbox"/> Program Revision (Part III)	*Program Title	<u>Minor in Communication Studies</u>																					
<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%; border: none;">Proposal Approved by:</td> <td style="width: 30%; border: none; text-align: center;"><u>Date</u></td> <td style="width: 40%; border: none; text-align: right;"><u>Date</u></td> </tr> <tr> <td style="border: none;">Departmental Committee</td> <td style="border: none; text-align: center;">5/8/2009</td> <td style="border: none; text-align: right;">Graduate Council* NA</td> </tr> <tr> <td style="border: none;"><i>Is this a SACS Substantive Change? Yes****</i> <input type="checkbox"/> <i>No</i> <input checked="" type="checkbox"/></td> <td style="border: none;"></td> <td style="border: none; text-align: right;">Council on Academic Affairs _____</td> </tr> <tr> <td style="border: none;">College Curriculum Committee</td> <td style="border: none; text-align: center;">5/15/2009</td> <td style="border: none; text-align: right;">Approved <input checked="" type="checkbox"/> Disapproved _____ 8/20/09</td> </tr> <tr> <td style="border: none;">General Education Committee*</td> <td style="border: none; text-align: center;">NA</td> <td style="border: none; text-align: right;">Faculty Senate** 9/14/09</td> </tr> <tr> <td style="border: none;">Teacher Education Committee*</td> <td style="border: none; text-align: center;">NA</td> <td style="border: none; text-align: right;">Board of Regents** 1/25/10</td> </tr> <tr> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none; text-align: right;">Council on Postsecondary Edu.*** _____</td> </tr> </table>			Proposal Approved by:	<u>Date</u>	<u>Date</u>	Departmental Committee	5/8/2009	Graduate Council* NA	<i>Is this a SACS Substantive Change? Yes****</i> <input type="checkbox"/> <i>No</i> <input checked="" type="checkbox"/>		Council on Academic Affairs _____	College Curriculum Committee	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved _____ 8/20/09	General Education Committee*	NA	Faculty Senate** 9/14/09	Teacher Education Committee*	NA	Board of Regents** 1/25/10			Council on Postsecondary Edu.*** _____
Proposal Approved by:	<u>Date</u>	<u>Date</u>																					
Departmental Committee	5/8/2009	Graduate Council* NA																					
<i>Is this a SACS Substantive Change? Yes****</i> <input type="checkbox"/> <i>No</i> <input checked="" type="checkbox"/>		Council on Academic Affairs _____																					
College Curriculum Committee	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved _____ 8/20/09																					
General Education Committee*	NA	Faculty Senate** 9/14/09																					
Teacher Education Committee*	NA	Board of Regents** 1/25/10																					
		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.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)	To modify the Requirements by adding "or CMS 205W" in the Minor in Communication Studies.
A. 2. Effective date: (Example: Fall 2001)	Spring 2010
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	NA
B. The justification for this action:	
CMS 205W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.	
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 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.)

Minor in Communication Studies
Page 106 of the 2009-2010 *Undergraduate Catalog*

Requirements.....18 hours

Courses required for a minor in communication studies are CMS 200, 205 or 205W, 210, 250, 300, 310, and three hours from the following courses: CMS 320, 375, or 485.

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 Communication	<u>Communication</u>																					
<input type="checkbox"/> Course Revision (Parts II, IV)	College	<u>Business & Technology</u>																					
<input type="checkbox"/> Course Dropped (Part II)	*Course Prefix & Number	_____																					
<input type="checkbox"/> New Program (Part III)	*Course Title (<u>30 characters</u>)	_____																					
<input checked="" type="checkbox"/> Program Revision (Part III)	*Program Title	<u>Minor in Dispute Resolution</u>																					
<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%; border: none;">Proposal Approved by:</td> <td style="width: 30%; border: none; text-align: center;"><u>Date</u></td> <td style="width: 40%; border: none; text-align: center;"><u>Date</u></td> </tr> <tr> <td style="border: none;">Departmental Committee</td> <td style="border: none; text-align: center;">5/8/2009</td> <td style="border: none; text-align: center;">Graduate Council* NA</td> </tr> <tr> <td style="border: none;"><i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></td> <td style="border: none;"></td> <td style="border: none;">Council on Academic Affairs _____</td> </tr> <tr> <td style="border: none;">College Curriculum Committee</td> <td style="border: none; text-align: center;">5/15/2009</td> <td style="border: none; text-align: center;">Approved <input checked="" type="checkbox"/> Disapproved _____ <u>8/20/09</u></td> </tr> <tr> <td style="border: none;">General Education Committee*</td> <td style="border: none; text-align: center;">NA</td> <td style="border: none; text-align: center;">Faculty Senate** <u>9/14/09</u></td> </tr> <tr> <td style="border: none;">Teacher Education Committee*</td> <td style="border: none; text-align: center;">NA</td> <td style="border: none; text-align: center;">Board of Regents** <u>1/25/10</u></td> </tr> <tr> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none; text-align: center;">Council on Postsecondary Edu.*** <u>N/A</u></td> </tr> </table>			Proposal Approved by:	<u>Date</u>	<u>Date</u>	Departmental Committee	5/8/2009	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	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved _____ <u>8/20/09</u>	General Education Committee*	NA	Faculty Senate** <u>9/14/09</u>	Teacher Education Committee*	NA	Board of Regents** <u>1/25/10</u>			Council on Postsecondary Edu.*** <u>N/A</u>
Proposal Approved by:	<u>Date</u>	<u>Date</u>																					
Departmental Committee	5/8/2009	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	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved _____ <u>8/20/09</u>																					
General Education Committee*	NA	Faculty Senate** <u>9/14/09</u>																					
Teacher Education Committee*	NA	Board of Regents** <u>1/25/10</u>																					
		Council on Postsecondary Edu.*** <u>N/A</u>																					
<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.) To modify the Requirements by adding "or CMS 205W" in the Minor in Dispute Resolution.</p> <p>A. 2. Effective date: (Example: Fall 2001) Spring 2010</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA</p>	<p>B. The justification for this action: CMS 205W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.</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

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.)

Minor in Dispute Resolution
Page 106 in the 2009-2010 Undergraduate Catalog

Requirements.....18 hours

Courses required for a minor in dispute resolution are CMS 205 or 205W, 250, 320, 325, 420 , 450.

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 Communication	College Business & Technology
<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	Minor in Journalism
<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:	Date	Date
Departmental Committee	5/8/2009	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	5/15/2009	Council on Academic Affairs Approved <u>x</u> Disapproved _____ <u>8/20/09</u>
General Education Committee*	NA	Faculty Senate** <u>9/14/09</u>
Teacher Education Committee*	NA	Board of Regents** <u>1/25/10</u>
		Council on Postsecondary Edu.*** <u>N/A</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 modify the Requirements by adding "or COM 200W" in the Minor in Journalism.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2010

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

B. The justification for this action:
 COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.

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 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.)

Minor in Journalism
Page 106 in the 2009-2010 Undergraduate Catalog

Requirements.....18 hours
Courses required for a minor in journalism are COM 200 or 200W, 201, 301, JOU 305, 310, and three hours from JOU 307, 325, or 401. Courses counted toward a major may not be counted toward the minor in journalism.

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 Communication	College Business & Technology
<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	Minor in Public Relations
<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>	
Departmental Committee	5/8/2009	Graduate Council* NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	5/15/2009	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> 8/20/09
General Education Committee*	NA	Faculty Senate** 9/14/09
Teacher Education Committee*	NA	Board of Regents** 1/25/10
		Council on Postsecondary Edu.*** N/A

*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 modify the Requirements by adding "or COM 200W" in the Minor in Public Relations.

A. 2. Effective date: (Example: Fall 2001)
 Spring 2010

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

B. The justification for this action:
 COM 200W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.

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 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.)

Minor in Public Relations
Page 106 in the 2009-2010 Undergraduate Catalog

Requirements.....18 hours
Courses required for a minor in public relations are COM 200 or 200W, 201; BEM 375; PUB 375, 380, and 475. Courses counted toward a major may not be counted toward the minor in public relations. Substitute courses will be selected by the student and the departmental advisor.



EASTERN KENTUCKY UNIVERSITY


Serving Kentuckians Since 1906

Department of Communication
College of Business and Technology

521 Lancaster Avenue
Richmond, Kentucky 40475-3102
(859) 622-1871
FAX: (859) 622-8214

MEMORANDUM

TO: Council on Academic Affairs

FROM: 
Dr. William E. Davis, Associate Dean
College of Business & Technology

DATE: August 4, 2009

SUBJECT: Curriculum Revisions

Please consider the following additional curriculum change in the College of Business & Technology at the Council on Academic Affairs meeting on August 20, 2009:

Department of Management, Marketing & Administrative Communication:

1. Course Revision(s)

Course	Revision	Page
GBU 480	Add "with a grade of "C" or better in each pre-requisite course" and add CCT "300 or" to CCT 300W.	MMAC 1-3



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

Part I

<input type="checkbox"/> (Check one)	Department Name	MMAC
<input type="checkbox"/> New Course (Parts II, IV)	College	CB&T
<input checked="" type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	GBU 480
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (<u>30 characters</u>)	Business Strategy
<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	N/A	Graduate Council*	N/A
<i>Is this a SACS Substantive Change?</i> Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>		Council on Academic Affairs	
College Curriculum Committee	N/A	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	8/20/09
General Education Committee*	N/A	Faculty Senate**	N/A
Teacher Education Committee*	N/A	Board of Regents**	N/A
		Council on Postsecondary Edu.***	N/A

*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 "with a grade of "C" or better in each pre-requisite course" and add CCT "300 or" to CCT 300W.

A. 2. Effective date: (Example: Fall 2001)
Spring 2010

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

B. The justification for this action:

To be consistent with previous course and major course pre-requisite revisions in the BBA degree programs and allow students who have completed CCT 300 prior to the course revision of CCT 300W to register for the course without receiving a prerequisite error.

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.)

GBU 480 Business Strategy. (3) I,II. Prerequisites: CCT 300 or 300W, CIS 300, FIN 300, MGT 300, 370, and MKT 300 with a grade of "C" or better in each pre-requisite course; senior standing (a minimum of 90 hours) with overall minimum 2.0 GPA. A capstone study of administrative processes under conditions of uncertainty including integrative analysis and formulation of strategy and supporting policy at administrative/executive levels. Students must complete all business core courses prior to taking GBU 480.

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)*
GBU	480	Spring 2010	AS _____ JS _____ BT <u>X</u> EM _____ ED _____ PC _____ HS _____	MMAC
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.	CCT 300 or 300W, CIS 300, FIN 300, MGT 300, 370, and MKT 300 with a grade of “C” or better in each pre-requisite course; senior standing (a minimum of 90 hours) with overall minimum 2.0 GPA.
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)			



Cop 2

Kentucky Council on Postsecondary Education

Steven L. Beshear
Governor

1024 Capital Center Drive, Suite 320
Frankfort, Kentucky 40601
Phone: 502-573-1555
Fax: 502-573-1535
<http://www.cpe.ky.gov>

Robert L. King
President

August 7, 2009

Dr. Janna Vice
Interim Vice President for Academic Affairs
Eastern Kentucky University
CPO 30A
521 Lancaster Avenue
Richmond, KY 40475

Dear Janna:

The 45-day review period has ended for the Associate of Arts in General Studies degree proposed for Eastern Kentucky University. Because EKU has automatic EEO status for 2009, it is now free to complete its internal processes for reviewing, approving, and implementing this program.

Please inform us when your governing board has taken final action. At that time, we will need from you:

- The date your governing board approved the program
- The institutional title
- The federal taxonomy title
- The Classification of Instructional Program (CIP) code
- The program curriculum

I wish you success in the implementation of this program.

Sincerely,

Robert L. King
President

RECEIVED
8-13-09
ASSOC PROVOST

c: Melissa Bell, Senior Associate for Academic Affairs
Heidi Hiemstra, Interim Director, Information and Research



EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

Academic Affairs and Research
Enrollment Management
Office of the Registrar
(859) 622-2320, FAX (859) 622-8031

www.eku.edu

M. Tina Davis, Interim Univ. Registrar
SSB CPO 58, 521 Lancaster Avenue
Richmond, KY 40475-3158
Tina.Davis@eku.edu

TO: DR. JANNA VICE, INTERIM PROVOST
FROM: TINA DAVIS, INTERIM UNIVERSITY REGISTRAR
SUBJECT: EFFECTIVE DATES FOR CAA APPROVED CURRICULUM
DATE: JULY 8, 2009

While it is a common academic practice for changes to existing programs and courses to take effect with a new academic year and hence the new catalog, ECU has slowly crept into a practice which allows such alterations to occur midyear. This practice has provided continual challenges to student CARES reports and requires staff manipulation of the DARS degree audit software and our Banner curriculum module.

The new Degree Works software is designed in alignment with national prevailing academic practices, i.e. an academic year as opposed to term perspective; with changes to programs and courses effective at the onset of a new academic year, never retroactive to an existing catalog. Students are assigned an academic year and held to the program requirements of that catalog year. This is conventional and I strongly recommend that ECU adopt it as its standard. Additionally this will assist ECU in maximizing the benefits it can reap from our investment in Degree Works.

To continue with our current and dichotomous concept of having an academic year catalog, but thinking of major requirements as term to term is no longer sustainable. Our current practice does not serve students well, it can be confusing as it is not transparent (the changes only appear in an amended online version of the catalog), and it is resource intensive as it requires staff to monitor, intervene, manipulate, and maintain.

Therefore I ask your consideration of adopting, as of the 09/10 academic year, the following standard:

- **CAA approved curriculum items that must be effective with the new academic year:**
 - **Program revisions which are substantive in nature.**
 - Non-substantive changes are simple typographical or grammatical corrections.
 - **Course revisions which are substantive in nature.**
 - Substantive changes specifically include adjustments to: prefix, number, credit hours, title, pre-req, co-req, or course description.
- **CAA approved curriculum items that may become effective during the academic year:**
 - **New courses.**
 - Writing intensive courses ("W" courses) are considered to be new courses
 - **New programs, (majors, minors, concentrations, certificates, etc.)**
 - **Suspend or end courses.**
 - **Suspend or end programs.**



Eastern Kentucky University is an Equal Opportunity/Affirmative Action Employer and Educational Institution