12-16-2010

Council on Academic Affairs Minutes, Dec 16, 2010

Eastern Kentucky University

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COUNCIL ON ACADEMIC AFFAIRS MINUTES
December 16, 2010

Members Present:	Deborah Core, Ed Davis, Tina Davis, Claire Good, Andrew Holcomb, Jaleh Rezaie, Benton Shirey, Anne Shordike, Norm Spain, John Taylor, Sherwood Thompson, Janna Vice, Deborah Whitehouse, Sara Zeigler.
Members Absent:	Rich Boyle*, Steve Byrn*, Linda Fossen*, Verna Freer*, Linda Frost*, E. J. Keeley, Sandra Moore, Sherry Robinson, Jack Rutherford*, Benton Shirey*. *indicates prior notification
Non-Members Present:	Sandy Cain, Liz Hansen, Tim Ross

Dr. Janna Vice called the Council on Academic Affairs to order at 1:00 p.m. on December 16, 2010.

Approval of the Minutes – November 18, 2010
The minutes were approved as distributed.

CURRICULUM ITEMS

Business and Technology

Applied Engineering & Technology
DISCUSSION ITEM:
New Program
Discussion   Minor in Land Surveying
The proposal was introduced for discussion only and will return to the January CAA meeting for action.

_____

University Programs

Center of Appalachian Studies
New Course
Approved   APP 355 Rural Crime and Justice – *create new course and cross list with CRJ 355, Rural Crime & Justice*   Fall 2011

International Programs
Editorial Revision
Editorial   International Studies Minor – *revise* Catalog *text to delete FIN 455 from the list of electives*   Fall 2011

Informational Item
Information   Student Requests for Exceptions to Writing Intensive Courses

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Graduate Education and Research

Catalog Revisions

Approved	Theses and Dissertations	Fall 2011
Approved	Admission Requirements – Transcripts	Fall 2011
Approved	Admission Requirements – Application Form	Fall 2011

Education

Curriculum and Instruction
Program Revisions
Revise the following programs to meet KY EPSB requirements for the Kentucky Teacher Leader Endorsement.

Approved	MAEd – Elementary Education	Fall 2011
	Revise course requirements, and exam/exit requirements.	
Approved	MAEd – Middle Grade Education	Fall 2011
	Revise admission requirements, course requirements, and exam/exit requirements.	
Approved	MAEd – Reading/Writing	Fall 2011
	Revise General Information, admission requirements, and course requirements.	
Approved	MAEd – Library Science	Fall 2011
	Revise General Information, admission requirements, and course requirements.	
Approved	MAEd – Secondary Education	Fall 2011
	Revise admission requirements, course requirements, and exam/exit requirements.	
Approved	MAEd – Gifted Education	Fall 2011
	Revise admission requirements, course requirements, and exam/exit requirements.	

Educational Leadership
Program Revision

Approved	MAEd – Instructional Leadership	Fall 2011
	Revise admission requirements and course requirements within program to comply with EPSB requirements.	

Course Revisions

Approved	ETL 800 Leadership Skills for Teachers – *revise course schedule type from Lecture to Mixed Web delivery*	Fall 2011
Approved	ETL 801 Education Policy Studies – *revise course title and description*	Fall 2011
Approved	ETL 802 Research for Teacher Leaders – *revise prerequisites and corequisites, revise description and schedule type.*	Fall 2011

New Courses

Approved	ETL 803 Curriculum for Teachers Leaders	Fall 2011
Approved	ETL 804 Teacher Leader Capstone	Fall 2011

Program Revision

Approved	Teacher Leader Endorsement	Fall 2011
	-update courses in the program per EPSB's recommendation	

Special Education
Program Revision

Approved	Master of Arts in Education - Special Education	Fall 2011
	Revise admission requirements for each option; Revise course requirements to meet KY EPSB requirements for Kentucky Teacher Leader Endorsement.	

Arts and Sciences

Anthropology, Sociology & Social Work
New Course

Approved	SOC 462 Sociological Theory	Fall 2011

Arts and Sciences continued…

Dropped Courses

Approved   SOC 460 Sociological Theory I – Classical Writers - Contingent upon creation of new course   Fall 2011
         SOC 462 being accepted, we need to drop Sociological Theory I – Classical Writers
         from the course catalog.

Approved   SOC 461 Sociological Theory II-Contemporary Writers - Contingent upon creation of new course   Fall 2011
         SOC 462 being accepted, we need to drop Sociological Theory II – Contemporary Writers
         from the course catalog.

Program Revision

Approved   Sociology- *Drop SOC 460 and 461 from program listing. Reduce the total number of sociology*   Fall 2011
         credits needed for a degree from 36 to 30. Reduce the number of upper division elective
         credit hours required by sociology majors from 15 to 12. Increase the Free Electives from
         35 to 41.

Art & Design

Course Revisions

Approved   ARH 390 Survey of Art History I, Non-Western - *Add "Native Americas" to course description*   Fall 2011

Approved   ARH 463 Problems in Art History – *Add departmental approval' to 'approval' of proposal by*   Fall 2011
         department

Approved   ARH 465 History of Graphic Arts - *Add the prerequisite of ARH 390, Survey of Art History I:*   Fall 2011
         Non-Western Art

Approved   ARH 492 Greek and Roman Art - *Add the prerequisite of ARH 391, Survey of Art History II:*   Fall 2011
         Western Art

Approved   ARH 493 Medieval Art - *Add the prerequisite of ARH 391, Survey of Art History II: Western Art*   Fall 2011

Approved   ARH 496 Nineteenth Century Art - *Add the prerequisite of ARH 390*   Fall 2011

Approved   ARH 497 History of Modern Art - *Add the prerequisite of ARH 390, Survey of Art History I:*   Fall 2011
         Non-Western Art

New Course

Approved   ARH 464 Renaissance and Baroque - *Create an undergraduate elective in the art history of the*   Fall 2011
         Renaissance and Baroque periods

Dropped Courses

Approved   ARH 594/794 Italian Renaissance Art- *Following up on changes and additions in the Art & Design*   Fall 2011
         department's art history curriculum

Approved   ARH 595/795 Baroque and Rococo Art - *Following up on changes and additions in the Art & Design*   Fall 2011
         department's art history curriculum

Program Revision

Approved   ART/STUDIO OPTIONS B.F.A. - *Make editorial changes, drop courses ARH 594 and 595, and add*   Fall 2011
         new course ARH 464

Approved   ART B.A.- *Separate Art Ed. and Liberal Art Options to create a 120 credit hour Liberal Art Option.*   Fall 2011
         2. Change ART 360, 460 to AED 360, 460. 3.Add ART 560. 4. Drop ARH 594 and 595.
         5. Add ARH 464.

Approved   Minor in Art Art History - *Add the list of courses available for the minor*   Fall 2011

Computer Science

Course Revisions

Approved   CSC 350 Principles of Programming Languages - *Update the prerequisites of CSC350 to reflect current*   Fall 2011
         course offerings

Approved   CSC 370 Computer Architecture - *Update the prerequisites of CSC370 to reflect current course offerings*   Fall 2011

Approved   CSC 400 Operating Systems - *Update the perquisites of CSC400 to reflect current course offerings.*   Fall 2011

Approved   CSC 460 Computer Network & System Administration - *Update the prerequisites of CSC460 to reflect*   Fall 2011
         current course offerings

New Course

Approved   CSC 332 Digital Storage Device Forensics - *Create a new course for computer forensics and security*   Fall 2011
         students that teaches the digital storage forensics

Program Revisions

Approved   Fall 2011

COUNCIL ON ACADEMIC AFFAIRS Minutes from December 16, 2010
Submitted by Rick McGee, Office of the Registrar   3

Computer Science B.S.- *Update changes in course offerings in departmental and supporting courses. Prepare Computer Forensics and Security option for Accreditation.*

Arts and Sciences continued…

Computer Science continued…

Approved   Minor in Computer Science- *Update Minor with current course offerings*   Fall 2011

English & Theatre
Course Revisions

Approved   ENG 806 Topics in Modern Rhetoric:_____-*Remove the pre-requisite of ENG 510 or 710 or equivalent.*   Fall 2011

Approved   ENG 515 English as Second Language- *Make ENG 510, Introduction to Linguistic Theory, a prerequisite for ENG 515, English as a Second Language*   Fall 2011

Approved   ENG 715 English as Second Language - *Make ENG 710, Introduction to Linguistic Theory, a prerequisite for ENG 715, English as a Second Language*   Fall 2011

History
Editorial Change

Editorial   HIS 302 Research Topics in History: _____ - *To change the number of the prerequisite or corequisite in each course description from HIS 201 to HIS 290.*   Fall 2011

Course Revision

Approved   HIS 312 Independent Study in History: _____- *To change the number of HIS 312 to HIS 312A so that the course will be accurately distributed by Degree Works within the three areas of study of the History Major. This course revision will be done in conjunction with the creation of HIS 312B and HIS 312C.*   Spring 2011

New Courses

Approved   HIS 312B Independent Study in History: _____ - *To add a new course designation of HIS 312B so that the Independent Study course already in existence will be accurately distributed by Degree Works within the three areas of study of the History Major. This will be done in conjunction with a course revision to create HIS 312A and the addition of HIS 312C.*   Spring 2011

Approved   HIS 312C Independent Study in History: _____ - *To add a new course designation of HIS 312C so that the Independent Study course already in existence will be accurately distributed by Degree Works within the three areas of study of the History Major. This will be done in conjunction with a course revision to create HIS 312A and the addition of HIS 312B.*   Spring 2011

Business and Technology

Applied Engineering & Technology
New Course

Approved   CON 321 Boundary Surveying   Fall 2011

Revised Courses

Approved   CON 202 Materials & Methods of Construction II - *Offer only one semester each year. Remove part of course description.*   Fall 2011

Approved   CON 221 Plane Surveying - *Offer the course every semester and modify pre-requisite.*   Fall 2011

Approved   CON 303 Statics & Strength of Materials - *Offer the course every semester and modify pre-requisites.*   Fall 2011

Approved   CON 307 Soils & Foundations - *Change semester in which course is offered.*   Fall 2011

Approved   CON 320 Construction Surveying - *Offer the course every semester.*   Fall 2011

Approved   CON 322 Construction Structural Design -*Offer course every semester and change pre-requisites.*   Fall 2011

Approved   CON 323 Estimating I -*Change course offering to every semester, change pre-requisites, and change description.*   Fall 2011

Approved   CON 324 Mechanical/Electrical Systems - *Modify course description.*   Fall 2011

Approved   CON 420 Engineering Economy -*Offer course every semester and to modify course description*   Fall 2011

Approved   CON 423 Estimating II - *Course to be offered every semester, pre-requisite added, and course description updated.*   Fall 2011

Approved   CON 425 Project Organization & Supervision - *Correct the course prefix for pre-requisite course.*   Fall 2011

Approved   Fall 2011

CON 426 Scheduling - *Course to be offered every semester. Change of pre-requisites. Updated course description to more accurately represent course content and to use more current terminology. Add lab time.*

Business and Technology continued…

Approved	GCM 414 Printing Estimating & Costs - *Add a prerequisite.*	Fall 2011

Program Revisions

Approved	Associate of General Studies (A.G.S.): Computer Networking Systems Concentration – *Establish a Concentration in Computer Networking for the Associate of General Studies degree program.*	Fall 2011
Approved	Associate of General Studies (A.G.S.): Electricity & Electronics Concentration – *Establish a Concentration in Computer Networking for the Associate of General Studies degree program.*	Fall 2011
Approved	Construction Management B.S. - *Decrease the number of credit hours in the program from 128 to 120. Add MAT 117. Add FIN 310 as an alternative to ACC 201.*	Fall 2011

Agriculture

Course Revision

Approved	OHO 391 Landscape Methods & Related Businesses - *Change pre-requisite course number, remove Spring semester offering and correct spelling.*	Fall 2011

Communication

Course Revisions

Approved	CMS 305, Research Design in Communication Studies - *Include CMS 205W and Block II General Education requirement as prerequisites for CMS 305.*	Fall 2011
Approved	CMS 310 Small Group Communication - *Include CMS 200, and 210 as prerequisites for CMS 310.*	Fall 2011
Approved	CMS 320 Persuasion - *Include CMS 205W or departmental approval as a prerequisite for CMS 320.*	Fall 2011
Approved	CMS 325 Communication and Conflict Management - *Include CMS 205W or departmental approval as prerequisites for CMS 325.*	Fall 2011
Approved	CMS 375 Intercultural Communication - *Include CMS 200, CMS 205W, and CMS 210 as prerequisites for CMS 375.*	Fall 2011
Approved	CMS 400 Communication and Gender - Include CMS 200, 205W, and 210 as prerequisites for CMS 400.	Fall 2011
Approved	CMS 485S Communication Training and Development - *Include CMS 200, CMS 205W, CMS 250 and CMS 300 as prerequisites for CMS 485S.*	Fall 2011
Approved	CMS 495 Communication Leadership and Change - *Include CMS 200, 205W, 250, 300 and senior standing as prerequisites for CMS 495.*	Fall 2011

Program Revisions

Approved	Associate of General Studies (A.G.S.): Journalism Concentration - *Create a Journalism area of concentration for the university's Associate of General Studies degree. Request students take COM 200 or 200W under Block VII in general education.*	Fall 2011
Approved	Broadcasting & Electronic Media B.A. – *Revise hours required within Options, Major Requirements, and revise course requirements within the program.*	Fall 2011
Approved	Communication Studies B.A. - *Restructure the Communication Studies curriculum and to reduce the required hours for the major from 48 to 45.*	Fall 2011
Approved	Journalism B.A. - *Allow JOU majors to have a minor in BEM.*	Fall 2011

EKUBusiness—Accounting, Finance & Information Systems and Management, Marketing & Administrative Communication

Course Revisions

Approved	GBU 851 Business Strategy - *Add the following statement: "A Knowledge Test Exit Exam (KTEE) will be administered."*	Fall 2011
Approved	GBU 891 Thesis Research - *Change the wording "comprehensive exam" to "Knowledge Test Exit Exam (KTEE)." Add statement: "the decision to complete a thesis must be made during the student's second semester in the MBA Program."*	Fall 2011
Approved	GRD 867a Graduate Program & Research - *Change the wording "MBA Written Comprehensive Exam" to "MBA Knowledge Test Exit Exam."*	Fall 2011

<div align="right">*Business and Technology continued…*</div>

Program Revision

Approved   Master of Business Administration - *Change the Program Requirements by taking the*   Fall 2011
*"Exit Requirement" out of electives area and use as sub-title on its own. Add Exit
Requirement statement to both Options under Program Requirements. Change the text
in Exit Requirements indicating "comprehensive exam" is now "Knowledge Test Exit
Exam (KTEE)" and some other wordage.*

Management, Marketing and Administrative Communication

Program Revision

Approved   Business and Marketing Education/Teaching (B.S.) - *Remove two hours of free electives from*   Fall 2011
*the B.S. in Business and Marketing Education/Teaching major requirements. Eliminate
statement "Professional Skills Seminar" from College Requirements. Alphabetize courses
in requirements where needed.*

Action Items

Withdrawn   1.   Proposed Change to Registration and Advising Process Change | Office of the Registrar |
Removing RAC Numbers for Selected Populations of Students
Proposal was introduced for discussion in the November CAA meeting.

Approved   2.   Declaring a Program of Study/Change of Major | Office of the Registrar |
Proposal was introduced for discussion in the November CAA meeting.

Approved   3.   Middle College, Memorandum of Agreement | Office of the Provost |
*Presented to the Council on Academic Affairs in the November CAA meeting,
by Dr. Carol Gabbard and Mr. Randy Peffer, Chief Academic Officer of Madison
County Schools.*

Discussion Items

The following item is submitted to the CAA for discussion:

Discussion   1.   Academic Integrity, Revision | Office of the Provost |
The proposal will return to the CAA in the January 2011, meeting for a vote by the Council.

The following items were reviewed by the General Studies Work Group on December 10, 2010:

1. Drop Fee Recommendations
2. Transfer Credits
3. Counting Developmental Coursework in the Student's GPA
4. Dismissal from the University of Freshmen and First-Time Transfer Students with a 0.0 to .99 First
   Semester GPA

Information Items

1. EKU and Morehead Degree Collaboration, Meeting January 27, 2011.
2. Program Revisions, Submission Deadline for *Catalog* Inclusion
   For timely approval and inclusion in the 2011-12 Catalog*, Program Revisions should be submitted to the
   CAA by January/February CAA meetings. The February CAA meeting is the final deadline for inclusion.*

The Council on Academic Affairs was adjourned at 3:00 p.m.

COUNCIL ON ACADEMIC AFFAIRS AGENDA
December 16, 2010

1. Call to Order
2. Approval of the Minutes – November 18, 2010

Curriculum Items	

Business and Technology
Applied Engineering & Technology

New Program
Minor in Land Surveying
DISCUSSION ONLY – Will return to January CAA meeting for voting.   AE&T 52

University Programs
Center of Appalachian Studies

New Course
APP 355 Rural Crime and Justice – *create new course and cross list with CRJ 355, Rural Crime & Justice*

International Programs

Editorial Revision
International Studies Minor – *revise* Catalog *text to delete FIN 455 from the list of electives*

Informational Item
Student Requests for Exceptions to Writing Intensive Courses

Graduate Education and Research
Catalog Revisions

Theses and Dissertations	2
Admission Requirements – Transcripts	3
Admission Requirements – Application Form	4

Education
Curriculum and Instruction

Program Revisions	**Page**
Revise the following programs to meet KY EPSB requirements for the Kentucky Teacher Leader Endorsement.	
MAEd – Elementary Education	1
Revise course requirements, and exam/exit requirements.	
MAEd – Middle Grade Education	3
Revise admission requirements, course requirements, and exam/exit requirements.	
MAEd – Reading/Writing	5
Revise General Information, admission requirements, and course requirements.	
MAEd – Library Science	7
Revise General Information, admission requirements, and course requirements.	

Educational Leadership

Special Education

Arts and Sciences
Anthropology, Sociology & Social Work

Art & Design

ARH 465 History of Graphic Arts - *Add the prerequisite of ARH 390, Survey of Art History I: Non-Western Art* ARTD 7

ARH 492 Greek and Roman Art - *Add the prerequisite of ARH 391, Survey of Art History II: Western Art* ARTD 10

ARH 493 Medieval Art - *Add the prerequisite of ARH 391, Survey of Art History II: Western Art* ARTD 13

ARH 496 Nineteenth Century Art - *Add the prerequisite of ARH 390* ARTD 16

ARH 497 History of Modern Art - *Add the prerequisite of ARH 390, Survey of Art History I: Non-Western Art* ARTD 19

New Course

ARH 464 Renaissance and Baroque - *Create an undergraduate elective in the art history of the Renaissance and Baroque periods* ARTD 24

Dropped Courses

ARH 594/794 Italian Renaissance Art- *Following up on changes and additions in the Art & Design department's art history curriculum* ARTD 30

ARH 595/795 Baroque and Rococo Art - *Following up on changes and additions in the Art & Design department's art history curriculum*

Program Revision

ART/STUDIO OPTIONS B.F.A. - *Make editorial changes, drop courses ARH 594 and 595, and add new course ARH 464* ARTD 32

ART B.A.- *Separate Art Ed. and Liberal Art Options to create a 120 credit hour Liberal Art Option. 2. Change ART 360, 460 to AED 360, 460. 3.Add ART 560. 4. Drop ARH 594 and 595. 5. Add ARH 464.* ARTD 37

Minor in Art Art History - *Add the list of courses available for the minor* ARTD 41

<center>Computer Science</center>

Course Revisions

CSC 350 Principles of Programming Languages - *Update the prerequisites of CSC350 to reflect current course offerings* COSC 1

CSC 370 Computer Architecture - *Update the prerequisites of CSC370 to reflect current course offerings* COSC 4

CSC 400 Operating Systems - *Update the perquisites of CSC400 to reflect current course offerings.* COSC 7

CSC 460 Computer Network & System Administration - *Update the prerequisites of CSC460 to reflect current course offerings* COSC 10

New Course

CSC 332 Digital Storage Device Forensics - *Create a new course for computer forensics and security students that teaches the digital storage forensics* COSC 13

Program Revisions

Computer Science B.S.- *Update changes in course offerings in departmental and supporting courses. Prepare Computer Forensics and Security option for Accreditation.* COSC 19

Minor in Computer Science- *Update Minor with current course offerings* COSC 23

<center>English & Theatre</center>

Course Revisions

ENG 806 Topics in Modern Rhetoric:_____-*Remove the pre-requisite of ENG 510 or 710 or equivalent.* ENTH 1

ENG 515 English as Second Language- *Make ENG 510, Introduction to Linguistic Theory, a prerequisite for ENG 515, English as a Second Language* ENTH 4

ENG 715 English as Second Language - *Make ENG 710, Introduction to Linguistic Theory, a prerequisite for ENG 715, English as a Second Language* ENTH 7

<center>History</center>

Editorial Change

HIS 302 Research Topics in History: _____ - *To change the number of the prerequisite or corequisite in each course description from HIS 201 to HIS 290.* HIST 1

Arts and Sciences continued…

Course Revision

HIS 312 Independent Study in History: _____- *To change the number of HIS 312 to HIS 312A so*   HIST 3
that the course will be accurately distributed by Degree Works within the three areas of study of the History Major. This course revision will be done in conjunction with the creation of HIS 312B and HIS 312C.

New Courses

HIS 312B Independent Study in History: _____ - *To add a new course designation of HIS 312B so*   HIST 6
that the Independent Study course already in existence will be accurately distributed by Degree Works within the three areas of study of the History Major. This will be done in conjunction with a course revision to create HIS 312A and the addition of HIS 312C.

HIS 312C Independent Study in History: _____ - *To add a new course designation of HIS 312C*   HIST 12

so that the Independent Study course already in existence will be accurately distributed by Degree Works within the three areas of study of the History Major. This will be done in conjunction with a course revision to create HIS 312A and the addition of HIS 312B.

Business and Technology

Applied Engineering & Technology

New Course

CON 321 Boundary Surveying   AE&T 1

Revised Courses

CON 202 Materials & Methods of Construction II - Offer only one semester each year.   AE&T 7
    Remove part of course description.

CON 221 Plane Surveying - Offer the course every semester and modify pre-requisite.   AE&T 10

CON 303 Statics & Strength of Materials - Offer the course every semester and modify   AE&T 13
    pre-requisites.

CON 307 Soils & Foundations - Change semester in which course is offered.   AE&T 16

CON 320 Construction Surveying - Offer the course every semester.   AE&T 19

CON 322 Construction Structural Design -Offer course every semester and change pre-requisites.   AE&T 22

CON 323 Estimating I -Change course offering to every semester, change pre-requisites, and   AE&T 25
    change description.

CON 324 Mechanical/Electrical Systems - Modify course description.   AE&T 28

CON 420 Engineering Economy -Offer course every semester and to modify course description   AE&T 31

CON 423 Estimating II - Course to be offered every semester, pre-requisite added, and course   AE&T 34
    description updated.

CON 425 Project Organization & Supervision - Correct the course prefix for pre-requisite course.   AE&T 37

CON 426 Scheduling - Course to be offered every semester. Change of pre-requisites. Updated   AE&T 40
    course description to more accurately represent course content and to use more
    current terminology. Add lab time.

GCM 414 Printing Estimating & Costs - Add a prerequisite.   AE&T 43

Program Revisions

Associate of General Studies (A.G.S.): Computer Networking Systems Concentration –   AE&T 46
    Establish a Concentration in Computer Networking for the Associate of General Studies degree program.

Associate of General Studies (A.G.S.): Electricity & Electronics Concentration –   AE&T 48
    Establish a Concentration in Computer Networking for the Associate of General Studies degree program.

Construction Management B.S. - *Decrease the number of credit hours in the program from 128*   AE&T 50
    to 120. Add MAT 117. Add FIN 310 as an alternative to ACC 201.

Agriculture

Course Revision

OHO 391 Landscape Methods & Related Businesses - *Change pre-requisite course number,*   AGRI 1
    remove Spring semester offering and correct spelling.

Business and Technology continued…

Communication

Course Revisions	Page
CMS 305, Research Design in Communication Studies - Include CMS 205W and Block II General Education requirement as prerequisites for CMS 305.	COMM 1
CMS 310 Small Group Communication - Include CMS 200, and 210 as prerequisites for CMS 310.	COMM 4
CMS 320 Persuasion - Include CMS 205W or departmental approval as a prerequisite for CMS 320.	COMM 7
CMS 325 Communication and Conflict Management - Include CMS 205W or departmental approval as prerequisites for CMS 325.	COMM 10
CMS 375 Intercultural Communication - Include CMS 200, CMS 205W, and CMS 210 as prerequisites for CMS 375.	COMM 13
CMS 400 Communication and Gender - Include CMS 200, 205W, and 210 as prerequisites for CMS 400.	COMM 16
CMS 485S Communication Training and Development - Include CMS 200, CMS 205W, CMS 250 and CMS 300 as prerequisites for CMS 485S.	COMM 19
CMS 495 Communication Leadership and Change - Include CMS 200, 205W, 250, 300 and senior standing as prerequisites for CMS 495.	COMM 22

Program Revisions

EKUBusiness—Accounting, Finance & Information Systems and Management, Marketing & Administrative Communication

Course Revisions

	Page
GBU 851 Business Strategy - *Add the following statement: "A Knowledge Test Exit Exam (KTEE) will be administered."*	EKUBusiness 1
GBU 891 Thesis Research - *Change the wording "comprehensive exam" to "Knowledge Test Exit Exam (KTEE)." Add statement: "the decision to complete a thesis must be made during the student's second semester in the MBA Program."*	EKUBusiness 4
GRD 867a Graduate Program & Research - *Change the wording "MBA Written Comprehensive Exam" to "MBA Knowledge Test Exit Exam."*	EKUBusiness 7

Program Revision

	Page
Master of Business Administration - *Change the Program Requirements by taking the "Exit Requirement" out of electives area and use as sub-title on its own. Add Exit Requirement statement to both Options under Program Requirements. Change the text in Exit Requirements indicating "comprehensive exam" is now "Knowledge Test Exit Exam (KTEE)" and some other wordage.*	EKUBusiness 10

Management, Marketing and Administrative Communication

Program Revision

	Page
Business and Marketing Education/Teaching (B.S.) - *Remove two hours of free electives from the B.S. in Business and Marketing Education/Teaching major requirements. Eliminate statement "Professional Skills Seminar" from College Requirements. Alphabetize courses in requirements where needed.*	MMAC 1

Action Items

1. Proposed Change to Registration and Advising Process Change
   Removing RAC Numbers for Selected Populations of Students
   Proposal was introduced for discussion in the November CAA meeting.

   Office of the Registrar

2. Declaring a Program of Study/Change of Major
   Proposal was introduced for discussion in the November CAA meeting.

   Office of the Registrar

3. Middle College, Memorandum of Agreement
   Presented to the Council on Academic Affairs in the November CAA meeting,
   by Dr. Carol Gabbard and Mr. Randy Peffer, Chief Academic Officer of Madison
   County Schools.

   Office of the Provost

Discussion Items

The following item is submitted to the CAA for discussion:

1. Academic Integrity, Revision

   Office of the Provost

The following items were reviewed by the General Studies Work Group on December 10, 2010:

1. Drop Fee Recommendations
2. Transfer Credits
3. Counting Developmental Coursework in the Student's GPA
4. Dismissal from the University of Freshmen and First-Time Transfer Students with a 0.0 to .99 First Semester GPA

Information Items

1. EKU and Morehead Degree Collaboration, Meeting January 27, 2011.
2. Program Revisions, Submission Deadline for *Catalog* Inclusion
   For timely approval and inclusion in the 2011-12 Catalog, *Program Revisions should be submitted to the CAA by*
   January/February CAA meetings. The February CAA meeting is the final deadline for inclusion.

EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

TO: Council on Academic Affairs

FROM: Dr. Sara Zeigler
             Interim Dean, University Programs

DATE: December 1, 2010

RE:

The following items are being submitted to the Council on Academic Affairs for the December 16, 2010 meeting:

New Course

APP 355 Rural Crime and Justice
  Create new course APP 355 - cross listed with Rural Crime & Justice (CRJ 355)

Editorial Change

International Studies Minor
  Revise Catalog text to delete FIN 455 from the list of electives for the International Studies Minor.
.

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

Part I

(Check one)	Department Name	Center for Appalachian Studies
x New Course (Parts II, IV)	College	University Programs
_ Course Revision (Parts II, IV)	*Course Prefix & Number	APP 355
_ Hybrid Course ("S," "W")	*Course Title (30 characters)	Rural Crime & Justice
_ Course Dropped (Part II)	*Program Title	Appalachian Studies
_ New Program (Part III)		(Major ___, Option ___; Minor _x_; or Certificate ___)
_ Program Revision (Part III)		
_ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 1, 2010	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes****☐ No☐**		Council on Academic Affairs	
College Curriculum Committee	November 17, 2010	Approved _____ Disapproved _____	
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.)

Create new course and cross-list this course with Rural Crime & Justice (CRJ 355)

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

Fall 2011

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

B. The justification for this action: To allow Appalachian Studies minors to take this class as an elective in their minor

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

Personnel Impact: N/A

Operating Expenses Impact: N/A

Equipment/Physical Facility Needs: N/A

Library Resources: No more than currently required

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 <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
APP 355 Rural Crime and Justice (3)A. Cross-listed as CRJ 355. Prerequisite: sophomore standing. Survey of rural crime and justice issues, crime trends, policing and control of rural crime with particular attention given to Kentucky and Appalachia. Credit will not be awarded for both CRJ 355 and APP 355.

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 <u>underlines</u> for additions.)

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:		Dept. (4 letters)*
APP	355	Fall 2011	AS ___ JS x BT ___ EM ___ ED ___ PC ___ HS ___		APPS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 0
3	Lecture 3 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)
1		N	FR x _____ JR _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		Practicum _____	

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

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

Course Prefix and No.

Course Prefix and No.	

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

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

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

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

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

Course Prefix and No.	CRJ 355
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)			

Rural Crime & Justice (CRJ/APP 355) (3 Hours Credit)
Professor Tunnell
Office: 465 Stratton
Office Phone: 622-1984; 622-1978
Office Hours: Tuesdays and Wednesdays & by appointment

COURSE DESCRIPTION

Survey of rural crime and justice issues, crime trends, policing and control of rural crime with particular attention given to Kentucky and Appalachia.

Within and without academia, most attention to crime and justice is primarily urban (or metropolitan) oriented. Nearly all public discourse, rhetoric, media attention, and public policy relies on an urban perspective. Although most Americans do not live in metropolitan areas, crime, criminals, victims, and justice issues are commonly presented as largely urban concerns. These are skewed images that ignore crime and justice within rural areas and small towns scattered across the country. They further distort the perceptions and fears that most Americans have of crime and criminals.

This course will given attention to crime, criminals, victims, justice and injustice issues within rural and small town areas with particular attention given to Kentucky and central Appalachia. The class is designed to familiarize students with crime and justice issues within rural areas and to highlight the similarities and differences in their rural manifestations to those in urban areas. The course will emphasize learning the trends and current state of crime, victimization, and criminal justice behavior within rural areas. The class also will focus on the processes by which we can understand these trends, specific research methods as ways of knowing, and theoretical explanations for the current and historical developments of rural crime and justice.

COURSE OBJECTIVES

Students will
1. gain factual knowledge (terminology, classifications, methods, trends).
2. learn fundamental principles, generalizations and theories.
3. analyze and critically evaluate ideas, arguments, and points of view within this academic area.
4. Understand and articulate the core material or subject matter of this class.

TEXT

There is one text for this class:

Weisheit, Ralph, D.N. Falcone, and L.E. Wells. 2006. *Crime and Policing in Rural and Small- Town America (^{3rd} ed.)*. Prospect Heights, IL: Waveland.

Beyond this one text book, there are two additional sources for readings. First, some

readings are available as e-journals through EKU's library. You can access these readings by going to EKU Library Home page and accessing the electronic journals (e-journals). Type in the title of the journal and follow the links to the particular issue and article.

Second, some readings are available on the Rural Sociological Society's (RSS) web site under the publication – *Rural Realities*. You can access the *Rural Realities* readings by going to the Society's web site at: www.ruralsociology.org
At the top of the page, you'll see "Publications." Follow the link to *Rural Realities*. Click there and a table of contents will appear. The specific publications that you are to read are found on this syllabus under Semester Schedule.

Two additional reading assignments listed on the syllabus have links directly to them. Type in those links and you'll get there. See the Semester Schedule.

Students should read the material as assigned and come to each class prepared to participate in class discussions.

CLASS FORMAT

Each class will consist of discussion of the week's readings and local crime and justice issues.   Most classes will include a variety of learning styles -- lectures, short films, questions, discussion of rural crime and justice news stories, and group work.

QUESTIONS

Each Tuesday, students are to bring into class a few written (actually, they must be typed) questions about that week's assigned readings (including relevant issues on rural communities, crime and justice issues). Students should bring two copies – one for me and one for them to keep. Students will be called on during class to read their question(s). The questions will serve to clarify material and to spark some discussion about the readings and relevant issues.

Questions are due at the beginning of class on Tuesdays the first full week of the semester (exact date to be determined).   There are a total of seven (7) Tuesdays when questions are due. Those dates will appear on the semester schedule.   Note: Late or hand written questions will not be given credit. Each week's questions are worth a maximum of 5 points for a semester total of 35 points.

NEWS STORIES

Students are expected to read a small town newspaper and, from that, bring relevant crime and justice news clippings with them to class. You also are to bring, each Tuesday, a one page typed analysis or application of this news story. This means that you are to apply the academic literature to that news story.

Don't summarize the story; analyze and apply the literature to it. You will also be expected

to describe your story and your analysis to the class. This will spark discussions about actual crime and justice events in small towns and rural communities within the context of the academic literature. Each story and analysis is worth 5 points. Hand-written or late assignments will not be given credit. These assignments are due on the same dates as your typed Questions and are worth a total of 35 semester points.

Note: For those students who are not from a rural area or small town, or for those of you who do not have access to your small town paper, you can use on-line newspapers from small towns in your home state. But, we should talk about this before you begin.

EXAMINATIONS

There are two exams in this class each of which is composed of multiple choice and short answer essay questions. The second exam is comprehensive. Each exam is worth 100 points.

Examinations must be taken on the scheduled date and at the scheduled time. Any student who wants to take an exam at another time must have a valid and university recognized excuse for not being able to take the exam when scheduled and must make arrangements for a make-up before the scheduled exam date. The mid-term exam is scheduled before mid-term grades are due. The second exam is scheduled during final exam period.

CASE STUDY OF HOME COUNTY

Students are to conduct a case study of their home county (or the nearest rural county to your's). You are to research specific variables that are related to the dynamics and types of crime within your community; variables that are connected to the behavior of the criminal justice system; and the variables that are associated with justice and injustice (or social justice). Government data are necessary for this research. We will talk in-depth about this assignment and about the data that you are to collect. But, examples include: longitudinal data on crime rates (and specific types of crime); economic indicators (e.g., poverty, unemployment rates); educational levels. Newspaper articles are also good sources of data for some of these issues.   Historical photographs and photos that you make would be useful.

The case study is designed for you to learn as much as possible about current and historical crime and justice issues in your home county. It should tell a story so that someone who is not from there can understand the central issues.

The final product will be in the form of a power point presentation that you will submit to me by e-mail. This assignment is worth 70 semester points and will be due on a date to be determined. Between now and the due date, I will ask for you to report on your progress. Procrastination will cause you serious problems.

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 believe you need accommodation and are not registered with the OSID, please contact the Office in the 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 STATEMENT

Students are advised that EKU's Academic Integrity policy will strictly be enforced in the 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.

EVALUATION

There are a total of 340 possible points for this class – 35 for questions, 35 for the newspaper analyses, 200 for the exams, and 70 for the research presentation.

Grades are determined based on the percentage of points earned. Those earning 90 percent or more, earn a grade of A. Those earning 80-89 percent, earn a grade of B; those earning 70-79 percent, a grade of C, etc.

SEMESTER SCHEDULE

Topic and Activities	Reading Assignment
Conceptualizing rural & why it matters	Introduction; Chapt. 1
Rural Setting of Crime & Justice	Chapt. 2; Film: *Economic Base*
Rural Setting of Crime & Justice	"Socially Disorganized Rural Communities" (*Crime Media Culture* 2006, 2 (3): 332-337; "Concentrated Rural Poverty and the Geography of Exclusion" (*Rural Realities* Fall 2008)
Film – *Stranger With a Camera*	
Rural & Small Town Crime	Chapt. 3

Rural & Small Town Crime   "Making methamphetamine;" "The game of wardens and poachers"; "Illegal dumping" (these 3 readings are found in *Southern Rural Sociology* 2008 23 (2); "In our own backyard" (*Rural Realities*, Volume 2, Issue 2); Film: *Poaching*

Mid-term Exam

Rural & Small Town Police   Chapt. 4; "Community Policing Beyond the Big Cities" http://www.ncjrs.gov/pdffiles1/nij/205946.pdf

Film: *Bluegrass Market*

Other Parts of the System   Chapt. 5; "Community Emergency Response Teams" (*Rural Realities* Volume 1, Issue 3); Film *Crank*

Film: *Brother's Keeper*

Where do we go from Here?   Chapt. 6; "Conserving Communities" from Wendell Berry's *Another Turn of the Crank*; http://home2.btconnect.com/tipiglen/communty.html "Getting Connected" (*Rural Realities* Volume 2, Issue 1); "Homegrown responses to Economic Uncertainty in Rural America" (*Rural Realities* Volume 3, Issue 2)

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

Part I

Department Name	International Education
College	University Programs
*Course Prefix & Number	
*Course Title (30 characters)	
*Program Title	International Studies Minor
	(Major ___, Option ___; Minor __X__; or Certificate ___)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on	Date: 10/21/10

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Delete FIN 455 from the list of electives for the International Studies Minor. Course was dropped by the College of Business and Technology, approved in the October 21, 2010, CAA meeting.

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

Fall 2011

Part III. Recording Data for Revised Program

1. For a revised program, provide (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.

New or Revised* Program
(*Use ~~strikeout~~ for deletions and <u>underlines</u> for additions.)

Minor In International Studies

Globalization of the economy, cross-cultural relations, world-wide media, ecological crises, and political transformations are all making international studies more important in this rapidly changing world. As such, the international studies minor encourages students to begin thinking and acting within a global perspective, in order to meet these current challenges. Courses in the minor deal with topics as diverse as the relations of the United States with other countries, international economics, and cultures and religions of Latin America or Asia.

The minor consists of 21 credit hours across a number of disciplines, providing a broad-based, general exposure to international issues through a solid set of three core courses. A commitment to foreign language and/or international experience is an integral part of the minor. A wide range of electives rounds off the minor.

Core Courses..9 hours
GEO 100, HIS 347, POL 220.

Study Abroad or Foreign Language.................................6 hours
Six credit hours from either a Study Abroad course (through Eastern Kentucky University or another accredited university, with credit transferred back to EKU), or six credit hours of foreign language at or above the 200 level. Students may split this requirement by taking 3 credit hours of Study Abroad and 3 credit hours of a foreign language at or above the 200 level.

Electives..6 hours
Six credit hours from among the following courses (Note: many of these courses, including all College of Business upper division courses have prerequisites): ANT 250, CMS 375, COM 300, COM 345 or ENG 345, ECO 394, 395, EME 530, FCC 220, 222, 226, 227, FIN 330, ~~455,~~ GBU 201, GEO 202, 205, 302, 322, 347, HIS 320, 350, 365, 375, 378, 384, 474, 475, HUM 300, 350, 360, MGT 430, MKT 400, PHI 330, POL 310, 312, 313, 315, 316, 325, 327, 410, 417, 495, REL 301, 335, 340, 345, 355.

Office of Academic Affairs and Research
Office of the Dean
University Programs

201Keen Johnson
521 Lancaster Avenue
Richmond, Kentucky 40475-3163
(859) 622-2222 Fax (859) 622-5018

TO: Council on Academic Affairs

FROM: Dr. Sara Zeigler
              Interim Dean, University Programs

DATE: December 1, 2010

RE: Informational Item for 12/16/2010 Council on Academic Affairs meeting

The following item is being submitted to the Council on Academic Affairs for the December 16, 2010 meeting:

Informational Item

Student Requests for Exceptions to Writing Intensive Courses

Student Requests for Exceptions

Writing intensive courses provide Eastern Kentucky University students with valuable writing experiences and instruction. A writing intensive course is not just a course that requires extensive writing. Rather, the "W" designation is applied only to a course that has undergone a careful approval process based upon the way the faculty member designs instruction to emphasize both writing *and* critical thinking.   As a result, waivers for a writing intensive course are granted only in exceptional circumstances.

If you would like to request an exemption to the writing intensive requirement, please carefully complete the following process:

1. Determine your eligibility for a waiver:
    a. The following situation MAY be considered for approval:

    If your current Degree Works report confirms that taking a "W" course will cause an *unavoidable* delay in graduation, AND the report shows that you have not had a previous opportunity to satisfy this requirement. In other words, if you wait until the semester before graduation and then request a waiver, but you had an opportunity in previous semesters to take a "W" course, the exception will *NOT* be granted.

    b. The following situations *WILL NOT* warrant an exception to University policy:

    1. You took a non-W version of an approved "W" course (such as taking WRT200 instead of WRT200W), even if it was taught by a writing intensive approved instructor.
    2. You took a writing course at another college UNLESS the course was designated at that college or university as a writing intensive course. Courses that simply include extensive writing will *NOT* transfer unless the syllabus reflects that writing was taught as a process (i.e., you must be able to show that you engaged in drafting AND revision, based upon instructor feedback, with a substantial writing task.)

2. Compile the following packet of information and send to Dr. Ginni Fair, Bert Combs 215, if you believe you are eligible for a waiver:
    a. Complete the "Exception to University Policy" form: (http://www.forms.eku.edu/getfile.php?file=Exception_Univ_Policy_Form.doc). This form *must* be signed by your advisor and your College Dean (or Associate Dean).
    b. Submit a current copy of your Degree Works audit.
    c. Include the syllabus and work samples (your initial draft with instructor feedback and your revised draft) from another writing intensive course at another college or university if you are requesting an exception based upon that condition.

Once the exception is reviewed, a notice will be sent to both you and your advisor concerning the status of the request.

EASTERN KENTUCKY UNIVERSITY

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Graduate Education and Research
Office of the Dean and Associate
Vice President for Research
graduateschool@eku.edu

CPO 68, SSB 310
521 Lancaster Avenue
Richmond, Kentucky 40475-3102
(859) 622-1744
FAX: (859) 622-2975

December 6, 2010

To: Rick McGee
        Janna Vice, Provost

From: Jerry Pogatshnik, Associate Vice President for Research and Dean of the Graduate School

Re: Items for CAA Consideration: Graduate Catalog Revisions

The Graduate School requests consideration of three revisions to the Graduate Catalog pertaining to Graduate Theses and Dissertations, Transcript Requirements, and Application Fees. The attached documents indicate the current catalog language and the proposed language for these three areas. The recommendations are put forward by the Graduate School and were endorsed by the Graduate Council during its meeting of November 17, 2010.

I'd be happy to answer any questions you may have about the proposed revisions.

Thank you for your consideration.

Respectfully Submitted,

cc.   Jaleh Rezaie
        Jan Colbert

Proposed Graduate School Catalog Revisions

Theses and Dissertations

Students who submit a thesis in partial fulfillment of the master's or specialist's degree, or a dissertation in partial fulfillment of the doctoral degree must prepare it in conformity with the regulations approved by the Graduate Council. An approved template is available on the Graduate School website (gradschool.eku.edu/thesis-guidelines). Two approval pages bearing original signatures of the graduate committee must be included with an electronic copy of the thesis or dissertation in either a PDF or Microsoft Word document format two typewritten, clear, unbound copies of the thesis and presented to the Office of Graduate Education and Research at least three weeks prior to the end of the term. Electronic copies will be posted in EKU's Encompass institutional repository and in the ProQuest EMI database. These two copies are bound and become the property of the University Library. If any additional bound copies are desired by the student or the department, they should be presented directly to the Library or a commercial bindery.

Theses and dissertations must be printed on white paper of at least 50 per cent rag or cotton fiber content and must be in a form acceptable to the Office of Graduate Education and Research. Instructions for the preparation of theses should be obtained from the Office of Graduate Education and Research before the thesis is printed. Theses and dissertations must be developed under the direction of a committee consisting of at least three tenured or tenure-track faculty members who holds full or associate graduate faculty status at Eastern Kentucky University. Committees of larger than three are acceptable. However, the majority of faculty members serving on a committee must be EKU tenured or tenure track faculty holding full or associate (?) graduate faculty status. Comprehensive exams and thesis committees must be chaired by an Associate or Full Graduate faculty member on tenure/tenure track appointment; dissertation committees must be chaired by Full Graduate faculty. In the cases where a committee has co-chairs, one of the co-chairs must have Associate (Examinations and Thesis) or Full (Dissertation) Graduate faculty status.

Rationale

The proposed modification reflects the graduate School's adoption of electronic theses and dissertations and clarifies the role of the Graduate Faculty in serving on thesis and dissertation committees.

Proposed Graduate School Catalog Revisions

Admission Requirements: Transcripts

Transcripts—One official copy of transcripts ~~of all previous college/university~~from the degree-granting institution ~~credits~~ showing all grades received and any degrees or certificates that have been awarded must be provided by each applicant at the time of application. An official transcript must bear the seal and signature of the registrar from the sending institution. Graduates from all schools other than Eastern Kentucky University should contact their registrar(s) and request the official copy of their transcript be forwarded directly to the Office of Graduate Education and Research, Eastern Kentucky University, SSB 310, CPO 68, Richmond KY 40475-3102. Official transcripts marked "Issued to student" or similar language, and submitted in an envelope sealed by the sending institution or certified in some other way may also be acceptable. ~~For a transcript to be "official" it must come *directly* from the Registrar(s) office to the Office of Graduate Education and Research.~~ Students seeking admission must be graduates of a ~~fully~~ regionally-accredited four--year institution of higher learning authorized to grant the ~~baccalaureate~~ degree.

Rationale: The proposed change represents the Graduate School's current practice of requiring official transcripts only from the degree-granting institution. The former practice of requiring official transcripts from all previously attended institutions was unnecessarily burdensome and resulted in significant delays in the processing of applications. It also permits the Graduate School to consider transcripts that may arrive through other means than send by the degree-granting institution provided there is some appropriate means to verify their authenticity. The current requirement to accept transcripts only from the degree-granting institution is particularly problematic for many of our international students.

Proposed Graduate School Catalog Revisions

Admission Requirements: Application Form

Application Form—Each student must submit a completed application ~~form~~ with all requested information provided. ~~Forms are available~~Students may apply online at ~~www.~~gradschool.eku.edu/apply. ~~or upon~~Applicants may also request a paper application form from the Office of Graduate Education and Research and submit the application by mail or in person. There is a nonrefundable $35 application fee for all ~~first time~~ online applicants and a $40 application fee for paper forms. An application submitted without the fee will not be processed.

Rationale: There are several reasons for the proposed changes:

The previous language assumed applications would be submitted through a paper form rather than the online web application that is now predominantly used.

The current practice of charging the application fee to "first-time" applicants significantly complicates the admission process. Graduate School staff must manually determine for each applicant whether or not the fee should be charged. In many cases, students pay the fee who are not required to do so. We then must process refunds for these students. By requiring the fee for all applicants, we will be able to fully automate the application process through the web application.

The additional revenue generated by the fee will permit the Graduate School to contract with a third-party vendor to provide online applications that are specifically tailored to each graduate program. The current Banner Web Application does not permit the flexibility needed for most graduate programs.

The additional $5 charge for paper applications is intended to encourage students to apply online, reducing the administrative burden on staff and improving overall efficiency.

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Dr. Sherwood Thompson, Ed.D.,
Assistant Dean
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417 Bert Combs Building
521 Lancaster Avenue
Richmond, Kentucky 40475-3102
(859) 622-6989
FAX: (859) 622-5061

M E M O R A N D U M

TO: Rick McGee

FROM: Dr. Sherwood Thompson
            Assistant Dean

DATE: December 2, 2010

SUBJECT: COE Council on Academic Affairs Items

Please consider the following agenda items for the College of Education at the next Council on Academic Affairs meeting on December 16, 2010:

Dept: Curriculum & Instruction   Chair: Dr. Dorie Combs

Program Revision	MAED - Elementary Education	Page 1
Program Revision	MAED – Middle Grade Education	Page 4
Program Revision	MAED – Reading/Writing	Page 6
Program Revision	MAED – Library Science	Page 8
Program Revision	MAED – Secondary Education	Page 10
Program Revision	MAED – Gifted Education	Page 14

Dept: Educational Leadership   Chair: Dr. Jim Rinehart

Program Revision	MAED – Instructional Leadership	Page 16
Course Revision	ETL 800	Page 20
Course Revision	ETL 801	Page 28
Course Revision	ETL 802	Page 35
New Course	ETL 803	Page 42
New Course	ETL 804	Page 51
New Program	Teacher Leader Endorsement	Page 59

Department of Special Education   Chair: Dr. Deborah Haydon

Program Revision	Master of Arts in Special Education	Page 61

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

Part I

(Check one)	Department Name	Curriculum and Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Master of Arts in Education - Elementary Education
___ New Program (Part III)		(Major __X__, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	08/27/10	Graduate Council*	11/19/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/07/10	Approved x Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	9/28/10	Board of Regents**	4/18/11
		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.)

Revise the Master of Arts in Education - Elementary Education program to meet KY EPSB requirements for the Kentucky Teacher Leader Endorsement.

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

Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) Current students must complete the old program no later than January 31, 2013.

B. The justification for this action:

The Kentucky Education Professional Standards Board requires that all Masters Degrees leading to Rank II certification be revised to meet the requirements and standards for the Teacher Leader Endorsement. All existing Masters Degrees / Rank II programs must be closed to new students no later than December 2010.

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

I. GENERAL INFORMATION

The Department of Curriculum and Instruction is responsible for program advisement and development in elementary education, middle grade education, secondary education, reading / writing, gifted and talented education and library science. Programs of study may lead to the Master of Arts in Education degree, Rank II, Rank I, and Master of Arts in Teaching degree (Initial Certification). The secondary education program, in cooperation with appropriate departments throughout the University, offers specializations in the following areas af content: agriculture, art, biology, business and marketing, chemistry, earth science, English, environmental sciences, family and consumer science, mathematics: computer science, mathematics: mathematics and statistics, music, physical education, physics, school health, social studies: geography, social studies: history, and technology.

MASTER OF ARTS IN EDUCATION with TEACHER LEADER ENDORSEMENT
Elementary Education

II. ADMISSION REQUIREMENTS

~~In addition to other criteria, a minimum total GRE score of 700 with verbal and quantitative subtest scores of at least 300 is required for clear admission to all options of the M.A.Ed. program in Elementary Education. As an alternative to the GRE, a raw score of 388 on the Miller's Analogies test or passing scores on all required Kentucky PRAXIS II initial teaching exams will also meet the admission test requirement.~~ Candidates must meet the admissions requirements of the Graduate School and have completed an initial elementary teaching certification program. In addition, candidates must have earned an overall 3.0 undergraduate GPA or a 3.0 in the last 60 hours completed and submitted official test scores for either the GRE or Miller Analogies Test (MAT). Scores on the GRE/MAT are used in conjunction with the undergraduate GPA and other criteria in selecting candidates for admission.

III. PROGRAM REQUIREMENTS

<div align="center">

Masters of Arts in Education with Teacher Leader Endorsement
Elementary ~~Education~~
CIP Code: 13.1202
</div>

This program is designed to help teachers certified to teach in elementary schools (P-5) improve their professional skills, extend their knowledge of the subjects they teach, and increase their understanding of the intellectual, philosophical, sociological, psychological, and cultural foundations of effective education in order to serve as instructional leaders, teacher mentors, literacy or math coaches, instructional facilitators, department chairs and / or team leaders.

Teacher Leader Endorsement –Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program

Teacher Leader Core .... ~~12~~ **15 hours**
ETL 800, 801, 802, ~~ELE 810~~803, 804   ~~12 hours~~
Elementary Education Program……………..…… ~~12~~ **9 hours**
ELE 871, 874, ~~EGC 889~~ …………………….…..~~9~~ 6 hours
One of the following ....3 hours
EMS 818, 830, 842, 855, 880, EDF 855, SED 800.
Subject matter:.. 6 hours
Courses selected to strengthen candidate's knowledge of subjects taught.
~~Exit Requirement~~ Comprehensive Exam & Portfolio Review
GRD ~~877a,~~ 878a, and 878b**..0 hours**
Minimum Program Total ....30 hours

IV. EXIT REQUIREMENTS

The following are the exit requirements for Elementary Education:
Program GPA: Candidates must earn overall GPA of 3.0 or higher, with no grade lower than a C.
Research Requirement: An action research project which culminates in a technology enhanced presentation is required in the Capstone Seminar, ETL 804. (~~or designated course in each program.~~.
Comprehensive Examinations — The candidate will have an opportunity to demonstrate professional growth through ~~a written and/or~~ an oral examination (GRD 878 a) covering education and major program components taken in conjunction with Capstone Seminar. A portfolio review is also required (GRD 878b).

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

Part I

(Check one)	Department Name	Curriculum and Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Master of Arts in Education - Middle Grades Education
___ New Program (Part III)		(Major __X__, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	08/26/10	Graduate Council*	11/19/10
Is this a SACS Substantive Change? **Yes**** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	9/07/10	Approved x Disapproved	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	9/28/10	Board of Regents**	4/18/11
		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.)

Revise the Master of Arts in Education - Middle Grades Education program to meet KY EPSB requirements for the Kentucky Teacher Leader Endorsement.

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

Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) Current students must complete the old program no later than January 31, 2013.

B. The justification for this action:

The Kentucky Education Professional Standards Board requires that all Masters Degrees leading to Rank II certification be revised to meet the requirements and standards for the Teacher Leader Endorsement. All existing Masters Degrees / Rank II programs must be closed to new students no later than December 2010.

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 <u>underlines</u> for additions.)

Masters of Arts in Education <u>with Teacher Leader Endorsement</u>
Middle Grades ~~Education~~
CIP Code: 13.1203

I. General Information

The curriculum is designed to help teachers certified to teach in middle schools improve their professional skills, extend their knowledge of the subjects they teach, and increase their understanding of the intellectual, philosophical, sociological, psychological, and cultural foundations of effective education in order to serve as instructional leaders, teacher mentors, literacy or math coaches, instructional facilitators, department chairs and / or team leaders. **Teacher Leader Endorsement** –Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program

II. ADMISSION REQUIREMENTS

<u>Candidates must meet the admissions requirements of the Graduate School and have completed an initial teaching certification program. In addition, candidates must have earned an overall 3.0 undergraduate GPA or a 3.0 in the last 60 hours completed and submitted official test scores for either the GRE or Miller Analogies Test (MAT). Scores on the GRE/MAT are used in conjunction with the undergraduate GPA and other criteria in selecting candidates for admission.</u>

III. Program Requirements

Teacher Leader Core…………………………………15 hours
ETL 800, 801, 802, ~~EMG 810~~, <u>803, 804</u>.................~~12~~ <u>15</u> hours
~~EMS 889 Teacher Leader Capstone Seminar..…………..3 hours~~
Middle Grades Program Supporting Coursework….6 hours
EMG 806,..3 hours
One of the following:
EMS 818, 830, 842, 855, 880, <u>EDF 855</u>, SED 800. ....3 hours
Subject Area Specialization .... 9 hours
Subject matter: courses selected to strengthen candidate's
knowledge in one or two areas of certification.
~~Exit Requirement~~ <u>Comprehensive Exam & Portfolio Review</u>
GRD ~~877b or~~ 878c, <u>and 878d</u>**..0 hours**
Minimum Program Total ....30 hours

IV. EXIT REQUIREMENTS

The following are the exit requirements for Middle Grade Education:
Program GPA: Candidates must earn overall GPA of 3.0 or higher, with no grade lower than a C.
Research Requirement: An action research project which culminates in a technology-enhanced presentation is required in the Capstone Seminar, <u>ETL 804</u> ~~or designated course in each program..~~
Comprehensive Examinations— The candidate will have an opportunity to demonstrate professional growth through ~~a written and/or~~ <u>an oral examination</u> (GRD 878c) covering education and major program components taken in conjunction with Capstone Seminar <u>A portfolio review is also required (GRD 878d).</u>

Curriculum Change Form

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

Part I

(Check one)	Department Name	Curriculum and Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Master of Arts in Education – Reading / Writing
___ New Program (Part III)		(Major _X_, Option ___; Minor ___; or Certificate___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	08/26/10	Graduate Council*	11/10/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	09/07/10	Approved x Disapproved	12/16/10
General Education Committee*	N/A	Faculty Senate**	1/10/11
Teacher Education Committee*	9/28/10	Board of Regents**	4/18/11
		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.)

Revise the Master of Arts in Education - Reading / Writing program to meet KY EPSB requirements for the Kentucky Teacher Leader Endorsement.

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

Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) Current students must complete the old program no later than January 31, 2013.

B. The justification for this action:

The Kentucky Education Professional Standards Board requires that all Masters Degrees leading to Rank II certification be revised to meet the requirements and standards for the Teacher Leader Endorsement. All existing Masters Degrees / Rank II programs must be closed to new students no later than December 2010.

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**

4. For a new program, provide the catalog description as being proposed.
5. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
6. 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 <u>underlines</u> for additions.)

Masters of Arts in Education <u>with Teacher Leader Endorsement</u>
Reading/Writing
CIP Code: 13.0301

I. General Information

<u>This program offers individuals certified to teach at the elementary, middle grade, and secondary levels or variations thereof an additional certification option in Reading / Writing Endorsement (P-12) while improving their professional skills, extending their knowledge of the subjects they teach, and increasing their understanding of the intellectual, philosophical, sociological, psychological, and cultural foundations of effective education in order to serve as reading / writing specialists, instructional leaders, teacher mentors, literacy coaches, instructional facilitators, department chairs and / or team leaders.</u>
Teacher Leader Endorsement –Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program

II. Admission Requirements

<u>Candidates must meet the admissions requirements of the Graduate School and have completed an initial teaching certification program. In addition, candidates must have earned an overall 3.0 undergraduate GPA or a 3.0 in the last 60 hours completed and submitted official test scores for either the GRE or Miller Analogies Test (MAT). Scores on the GRE/MAT are used in conjunction with the undergraduate GPA and other criteria in selecting candidates for admission.</u>

III. Program Requirements

Teacher Leader Core………………………………12 hours
ETL 800, 801, 802, <u>803</u>..~~9~~ <u>12</u> hours
~~One course the following lists …………………….......3 hours~~
~~ELE 810, EMG 810, ESE 863.*~~
~~*Selection of specific courses will be based upon prior level of preparation and candidate need.~~
Program Specific Coursework…………………~~15~~ 18 hours
EME 865 <u>*(teacher leader capstone)</u> …….…………...3 hours
One of the following: EME 751, 874,
or ENG 805 ……………….…….......3 hours (This course is listed as 3-6 hours)
EMS 875……………………….……….……………3 hours
ENG 863……………………………………………3 hours
EME 877……………………………………………3 hours
~~**Program Specific Supportive Coursework:**~~
One of the following:
ELE 871, EME 873, EMG 806,
ENG 805, ESE 774
or course approved by the advisor …………………...3 hours
~~Exit Requirement~~ <u>Comprehensive Exam & Portfolio Review</u>
GRD ~~877d or~~ 878g, <u>and 878h</u>**......................................0 hours**

Minimum Program Total ....30 hours

IV. EXIT REQUIREMENTS
The following are the exit requirements for Reading / Writing:
Program GPA: Candidates must earn overall GPA of 3.0 or higher, with no grade lower than a C.
Research Requirement: An action research project which culminates in a technology enhanced presentation is required in the Capstone Seminar course<u>, ,EME 865.</u> ~~or designated course in each program..~~
Comprehensive Examinations— The candidate will have an opportunity to demonstrate professional growth through ~~a written and/or~~ <u>an</u> oral examination <u>(GRD 878g)</u> covering education and major program components taken in conjunction with Capstone Seminar <u>A portfolio review is also required (GRD 878 h).</u>

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

Part I

(Check one)	Department Name	Curriculum and Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Master of Arts in Education – Library Science
___ New Program (Part III)		(Major __X__, Option ___; Minor ___; or Certificate)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	08/26/10	Graduate Council*	11/19/10
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	09/07/10	Approved x Disapproved	12/16/10
General Education Committee*	N/A	Faculty Senate**	1/10/11
Teacher Education Committee*	9/28/10	Board of Regents**	4/18/11
		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.)

Revise the Master of Arts in Education - Library Science program to meet KY EPSB requirements for the Kentucky Teacher Leader Endorsement.

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

Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) Current students must complete the old program no later than January 31, 2013.

B. The justification for this action:

The Kentucky Education Professional Standards Board requires that all Masters Degrees leading to Rank II certification be revised to meet the requirements and standards for the Teacher Leader Endorsement. All existing Masters Degrees / Rank II programs must be closed to new students no later than December 2010.

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

7. For a new program, provide the catalog description as being proposed.
8. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
9. 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.

Masters of Arts in Education <u>with Teacher Leader Endorsement</u>
Library Science
CIP Code: 13.1334

I. GENERAL INFORMATION

Master of Arts in Education, Rank II non-degree, and Rank I non-degree Library Science programs leading to certification as school media librarian for grades P-12 are offered. Candidates entering the program must be certified as classroom teachers. ~~in order to serve as instructional leaders, teacher mentors, literacy or math coaches, instructional facilitators, department chairs and / or team leaders~~.
<u>Teacher Leader Endorsement</u> <u>–Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program</u>

II. ADMISSION REQUIREMENTS

~~In addition to other criteria, a minimum total GRE score of 700 with verbal and quantitative subtest scores of at least 300, writing subtest required but no cut-off score established are required for clear admission to the MAEd program in library science. As an alternative to the GRE, a raw score of 388 on the Miller's Analogies test will also meet the required admission test requirement.~~
<u>Candidates must meet the admissions requirements of the Graduate School and have completed an initial elementary, middle, or secondary teaching certification program. In addition, candidates must have earned an overall 3.0 undergraduate GPA or a 3.0 in the last 60 hours completed and submitted official test scores for either the GRE or Miller Analogies Test (MAT). Scores on the GRE/MAT are used in conjunction with the undergraduate GPA and other criteria in selecting candidates for admission.</u>

III. PROGRAM REQUIREMENTS

Library Science — Curriculum for P-12

Teacher Leader Core……………………………..~~12~~ <u>15</u> hours
ETL 800, 801, 802<u>, 803</u>………………….......................~~9~~ <u>12</u> hours
<u>LIB 863 *(capstone course for teacher leader)</u>………...3 hours
~~One course the following lists~~ ....~~3 hours~~
~~ELE 810, EMG 810, ESE 863.*~~
~~*Selection of specific courses will be based upon prior level of preparation and candidate need.~~
Literacy supporting coursework:……………………3 hours
One of the following:
ELE 871, EMG 806, ESE 774. ....**3 hours**
Library Media Specialization ....22-28 hours
LIB 701*, ~~769*~~, 800, <u>801,</u> 802, 805, 821, 831, 863*, and 870.
~~Exit Requirement~~ <u>Comprehensive Exam & Portfolio Review</u>
GRD ~~877o,~~ 878x, and 878y**..0 hours**
Total Program Hours .... 40 - 48 hours
*Candidates who have completed LIB 501 with a grade of "C" or better may use this course to reduce requirements in the Library Science block by 3-~~6~~ hours. Candidates who have completed LIB 501 for credit may not take LIB 701.
LIB 863 will serve as the capstone course for Library Science.

IV. EXIT REQUIREMENTS
The following are the exit requirements for Library Science.
Program GPA: Candidates must earn overall GPA of 3.0 or higher, with no grade lower than a C.
Research Requirement: An action research project which culminates in a technology enhanced presentation is required in the Capstone Seminar, <u>LIB 863</u> ~~or designated course in each program~~.
Comprehensive Examinations — The candidate will have an opportunity to demonstrate professional growth through ~~through a written and/or~~ <u>an</u> oral examination (GRD ~~877o or~~ 878x) covering education and major program components taken in conjunction with the Capstone Seminar.. A portfolio review is also required <u>(GRD 878y)</u>.
~~**Teacher Leader Endorsement** Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program.~~

Curriculum Change Form

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

Part I

(Check one)	Department Name	Curriculum and Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Master of Arts in Education – Secondary Education
___ New Program (Part III)		(Major __X__, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	08/26/10	Graduate Council*	11/19/10
Is this a SACS Substantive Change? **Yes****** [ ] **No** X		Council on Academic Affairs	
College Curriculum Committee	09/07/10	Approved x Disapproved	12/16/10
General Education Committee*	N/A	Faculty Senate**	1/10/11
Teacher Education Committee*	9/28/10	Board of Regents**	4/18/11
		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.)

Revise the Master of Arts in Education - Secondary Education program to meet KY EPSB requirements for the Kentucky Teacher Leader Endorsement.

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

Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) Current students must complete the old program no later than January 31, 2013.

B. The justification for this action:

The Kentucky Education Professional Standards Board requires that all Masters Degrees leading to Rank II certification be revised to meet the requirements and standards for the Teacher Leader Endorsement. All existing Masters Degrees / Rank II programs must be closed to new students no later than December 2010.

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**

10. For a new program, provide the catalog description as being proposed.
11. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
12. 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.

<div align="center">

MASTER OF ARTS IN EDUCATION <u>with TEACHER LEADER ENDORSEMENT</u>
Secondary Education
CIP Code: 13.0409

</div>

I. GENERAL INFORMATION

The curriculum is designed to help teachers certified to teach in secondary programs (P-12, 5-12, or 8-12) improve their professional skills, extend their knowledge of the subjects they teach, and increase their understanding of the intellectual, philosophical, sociological, psychological, and cultural foundations of effective education in order to serve as instructional leaders, teacher mentors, literacy or math coaches, instructional facilitators, department chairs and / or team leaders. The Master of Arts Degree in Secondary Education includes specializations in the following <u>content</u> areas ~~of content~~ Agriculture, Art, Biology, Business Education, English, Family Consumer Sciences, Mathematics: Computer Science, Mathematics: Mathematics, Music, Physical Education, Physical Science**:** Chemistry, Earth Science, or Physics, School Health, Social Studies: History, and Technology Education. **<u>Teacher Leader Endorsement</u>** <u>–Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program</u>

II. ADMISSION REQUIREMENTS
~~In addition to other criteria, a minimum total GRE score of 700 is required in all secondary options. Verbal and quantitative subtest scores of at least 300 are required for clear admission to the MAEd programs in secondary education. As an alternative to the GRE, a raw score of 388 on the Miller's Analogies Test or a passing score on a required Kentucky PRAXIS II initial teaching exam will also meet the admission test requirement.~~
<u>Candidates must meet the admissions requirements of the Graduate School and have completed an initial teaching certification program. In addition, candidates must have earned an overall 3.0 undergraduate GPA or a 3.0 in the last 60 hours completed and submitted official test scores for either the GRE or Miller Analogies Test (MAT). Scores on the GRE/MAT are used in conjunction with the undergraduate GPA and other criteria in selecting candidates for admission.</u> ~~Candidates must have completed an initial teaching certification program. Candidates must also meet the general requirements of the Graduate School.~~

III. Program Requirements

Teacher Leader Core:…………………………...15 hours
ETL 800, 801, 802, <u>803, 804</u>…………………………15 hours
~~and one of ELE 810, EMG 806 or ESE 863~~ ....12 hours
~~EMS 889 Teacher Leader Capstone Seminar.………3 hours~~
Supporting Coursework……………………………6 hours
EMG 806 or ESE 774...3 hours
One of the following:
EMS 818, 830, 842, 855, 880, <u>EDF 855,</u> SED 800. ....3 hours
Content Area Specialization ....9 hours
Subject matter: courses selected to strengthen candidate's
knowledge in area(s) of certification.
~~Exit Requirement~~ Comprehensive Exam & Portfolio Review
GRD ~~877e, or~~ 878i, and 878j**.................................0 hours**
Minimum Program Total ....30 hours
Specialization Options.. 9 hours
Courses selected from candidate's area(s) of certification.
Agriculture 9hours
AGR 701*, 770*, 777, 807*, or OHO 807. (*May be retaken to
a maximum of 6 hours with advisor approval.)
Art..9 hours
ART 760*, 762, 800*, 810*, 820*, 830*, 840*, 863*,
870*, or 880.* (*May be retaken to a maximum of 6 hours with
advisor approval.)
Biology.. 9 hours

9 hours of 700/800 level courses in BIO or CNM with advisor approval.

Business Education.......................................9 hours
ACC 721, 750, 820, 850, CCT 760, 770, 780, 850, CIS 850, 860, ECO 790, 810, 850, GBU 850, 855, MGT 821, 850, others with advisor approval. You may also select your elective from this list.

English .... 9 hours
 At least one course from each of the following areas:
AREA I: ENG 730, 750, 833, 850, 853, 854, 860, 861, 862, 870, 873, 876, 878, 880, others with advisor approval.
AREA II: ENG 702, 710, 715, 720, 725, 800, 804, 807, 808, 809, 810, 825, 863, others with advisor approval.
~~Six~~Three hours of ENG 805 Writing Project may be used in Area II

Family and Consumer Science Education..................9 hours
AD M 750, 810, CDF 741, 744, 747, 750, 849, FCS 750, NFA 700, 709, 717, 811, 841.

Mathematics: Mathematics Education...................... 9 hours
9 hours of 700/800 level courses in, MAT, MAE, STA, or CSC with advisor approval.

Music... 9 hours*
MUS 713, 751, 754, 755, 756, 764, 765, 789, 845, 846, 847, 850, 872, 880, 883, 885.
*At least one three hour course at the 800 level must be selected.

Physical Education...9 hours
Select two courses from one category and one course from each of the remaining categories.
9 hours from at least two different foundation areas:
Physical-Quantitative Foundation Area:
PHE 775, 812, 821, 831, 895
Social-Cultural Foundation Area:
PHE 822, 848, 891
Professional-Administrative Foundation Area:
PHE 835, 851, 869, 875
Developmental-Behavioral Foundation Area:
PHE 762, 823, 833, 852

Physical Science: Chemistry, Earth Science, or
Physics...9 hours
 9 hours of 700/800 level courses in CHE, GLY, or PHY with advisor approval.

School Health.. 9 hours
HEA 810, 875; 6 hours from HEA 790, 792, 793, 795, 807, 855, 880, other options with advisor approval.
Candidates seeking initial certification in School Health must also complete EME 786 (this course may be used as an elective).

Social Studies: History..9 hours
HIS 716, 800, 849, 860, 861, 862, 863, 864, 865, others with advisor approval.

Technology Education.. 9 hours
CTE 861, 863, 864, 865, 888, TEC 801, 830, 831, 833, 867, other options with advisor approval.

~~Exit Requirement~~ Comprehensive Exam & Portfolio Review
GRD ~~877e,~~ 878i, and 878j**...............................0 hours**

Total Requirements ....30 hours

IV. EXIT REQUIREMENTS
The following are the exit requirements for all Master of Arts in Education - Secondary Education programs:
Program GPA: Candidates must earn overall GPA of 3.0 or higher, with no grade lower than a C.

Research Requirement: an action research project which culminates in a technology enhanced presentation is required in the Capstone Seminar, ETL 804

Comprehensive Examinations The candidate will have an opportunity to demonstrate professional growth through ~~a written and/or an oral examination~~ (GRD 878i) covering education and major program components taken in conjunction with the Capstone Seminar.. A portfolio review is also required (GRD ~~877e or~~ 878j).

~~**Teacher Leader Endorsement** Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program.~~

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

Part I

(Check one)	Department Name	Curriculum and Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Master of Arts in Education - Gifted Education
___ New Program (Part III)		(Major __X__, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	08/26/10	Graduate Council*	11/19/10
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	09/07/10	Approved _x_ Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	9/28/10	Board of Regents**	4/18/11
		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.)

Revise the MAEd Gifted Education program to meet KY EPSB requirements for the Kentucky Teacher Leader Endorsement.

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

Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) Current students must complete the old program no later than January 31, 2013.

B. The justification for this action:

The Kentucky Education Professional Standards Board requires that all Masters Degrees leading to Rank II certification be revised to meet the requirements and standards for the Teacher Leader Endorsement. All existing Masters Degrees / Rank II programs must be closed to new students no later than December 2010.

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**

13. For a new program, provide the catalog description as being proposed.
14. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
15. 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 <u>underlines</u> for additions.)
Masters of Arts in Education <u>with Teacher Leader Endorsement</u>
Gifted Education
CIP Code: 13.1004

I. General Information
This program offers individuals certified to teach at the elementary, middle grade, and secondary levels or variations thereof an additional certification option in Gifted Education (P-12) while improving their professional skills, extending their knowledge of the subjects they teach, and increasing their understanding of the intellectual, philosophical, sociological, psychological, and cultural foundations of effective education in order to serve as gifted and talented coordinators, instructional leaders, teacher mentors, instructional facilitators, department chairs and / or team leaders<u>.</u>
<u>**Teacher Leader Endorsement** –Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program</u>

<u>**II. Admission Requirements**</u>
<u>Candidates must meet the admissions requirements of the Graduate School and have completed an initial teaching certification program. In addition, candidates must have earned an overall 3.0 undergraduate GPA or a 3.0 in the last 60 hours completed and submitted official test scores for either the GRE or Miller Analogies Test (MAT). Scores on the GRE/MAT are used in conjunction with the undergraduate GPA and other criteria in selecting candidates for admission.</u>

III. Program Requirements:

Teacher Leader Core………………………………~~12~~ <u>15</u> hours
ETL 800, 801, 802, 803, 804…………........................9 hours
~~One course the following lists ………………..………3 hours~~
~~ELE 810, EMG 810, ESE 863.*~~
~~*Selection of specific courses will be based upon prior level of preparation and candidate need.~~
Gifted Education Component ....12 hours
EMS 855. 856, 857, 858………………………………..12 hours
Program Specific Supporting Coursework………....~~6~~ <u>3</u> hours
~~EMS 853………………………………………………..3 hours~~
One of the following:
(ESE 774, EMG 806, ELE 871, EPY 816,
SED 800, <u>EDF 855,</u> EMS 818, 830, 842<u>, 853,</u> 854)…….3 hours
~~Exit Requirement~~ <u>Comprehensive Exam & Portfolio Review</u>
GRD ~~877e,~~ 878e, and 878f**.....................................0 hours**
Minimum Program Total ....30 hours

Candidates may apply for gifted certification after completing EMS 855, 856, 857, and 858.

IV. EXIT REQUIREMENTS
The following are the exit requirements for Gifted Education:
Program GPA: Candidates must earn overall GPA of 3.0 or higher, with no grade lower than a C.
Thesis — The thesis is not required, however, an action research project which culminates in a technology enhanced presentation is required in the Capstone Seminar, <u>ETL 804</u> ~~or designated course in each program~~.
Comprehensive Examinations — The candidate will have an opportunity to demonstrate professional growth through ~~a~~ ~~written and/or~~ <u>an</u> oral examination (<u>GRD</u> ~~877e and~~ 878e) covering education and major program components taken in conjunction with the Capstone Seminar. A portfolio review is also required <u>(GRD 878f).</u>
~~**Teacher Leader Endorsement**~~ ~~Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program.~~

Curriculum Change Form

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

Part I

(Check one)	Department Name	Educational Leadership and Policy Studies
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	MAEd in Instructional Leadership
___ New Program (Part III)		(Major __X__, Option __X__; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	~~December 2009~~ August 17, 2010	Graduate Council*	
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	12/16/10
College Curriculum Committee	~~January 12, 2010~~ September 7, 2010	Approved x Disapproved	
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	~~January 26, 2010~~ 9/28/10	Board of Regents**	4/18/11
		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.)

Revise MAEd in Instructional Leadership degree title and components of the program to reflect the requirements and standards for the new Teacher Leader Endorsement. Per an EPSB mandate, all existing Masters degrees/Rank II programs must be closed to new students no later than December 2010.

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

Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) Current students must complete the old program no later than January 31, 2013.

B. The justification for this action:

This revised degree program is in response to the EPSB mandate to provide programs that train teachers to be Teacher Leaders. This program will provide two options: The first option, Teacher Leadership for Student Learning, will provide the proficiency knowledge base for candidates who may later choose to pursue school principal certification. The second option, Safety and Facilities Management in Educational Settings, provides candidates another avenue for earning a School Safety Endorsement. Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of 15 required hours.

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**

16. For a new program, provide the catalog description as being proposed.
17. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
18. 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 <u>underlines</u> for additions.)

SEE BELOW – It should be noted that the Department of Educational Leadership and Policy Studies is revising the School Principal, Level 1 and 2, Supervisor of Instruction, Director of Pupil Personnel, and Superintendent of Schools programs to be certification only. The paperwork for the certification only programs will be presented at a later meeting.

2010-11 GRADUATE CATALOG – PAGES 71-72

DEPARTMENT OF EDUCATIONAL LEADERSHIP AND POLICY STUDIES
Dr. James Rinehart, Chair
Dr. Robert Biggin, Associate Chair

Graduate Coordinators/Advisor:
Dr. Biggin, MAEd and Certification;
Dr. Rinehart, EdD and EdS
www.education.eku.edu
Combs 406, (859) 622-1125

<u>MASTER OF ARTS IN EDUCATION</u>
<u>in Instructional Leadership</u>

I. GENERAL INFORMATION

The Teacher Leader in Instructional Leadership degree is designed to prepare teachers to be essential contributors to the shared leadership in the school. Teacher leadership is a ground level collaborative to strengthen teacher performance. This degree program provides two options. The first option, Teacher Leadership for Student Learning, will provide the proficiency knowledge base for teachers who may later choose to pursue a school principal master's degree. The second option, Safety and Facilities Management in Educational Settings, provides teachers an avenue for earning a School Safety Endorsement. **Teacher Leader Endorsement** –Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of this program

II. ADMISSION REQUIREMENTS

A minimum total GRE score of 700 with verbal and quantitative subtest scores of at least 300 is required for clear admission to all options of the M.A.Ed. program in Teacher Leader for Instruction. As an alternative to the GRE, a raw score of 388 on the Miller's Analogies test ~~or passing scores on all required Kentucky PRAXIS II initial teaching exams~~ will meet the admission test requirement. Candidates must have completed an initial teaching certification program. In addition, candidates must have earned an overall 3.0 undergraduate GPA or a 3.0 in the last 60 hours completed. Candidates must also meet the general requirements of the Graduate School.

III. PROGRAM REQUIREMENTS

Curriculum Requirements

Teacher Leader Core …………………………………………………………………….…….. 15 hours
 ETL 800, 801, 802, ~~EMS 850, 869~~ ETL 803, 804
 Candidates will be eligible to apply for the Teacher Leader Endorsement upon completion of these 15 hours.
Option 1: Teacher Leadership for Student Learning ..…………..………………………………… 15 hours
 EAD 811, 812, ~~EME 866~~……………………………………………………………….. ~~9 hours~~ 6 hours

 EME 866, ESE 750, ESE 774………………………………………………………3 hours
 EME 873, EMG 806, or ESE 774 …………………………………………………… 3 hours
 SED 775, 800, or 810 ……………………………………………………………… 3 hours
Option 2: Safety and Facilities Management in Educational Settings ……………….……………. 15 hours
 EAD 840; SSE 870, 871, 873 ……………………………………………………… 12 hours
 SSE 872 or COU 847 ………………………………………………………………… 3 hours
 Candidates will be eligible to apply for the School Safety Endorsement upon completion of these 15 hours.
Total Program Hours …………………………………………………………………………. 30 hours

IV. EXIT REQUIREMENTS
Program GPA: Candidates must earn overall GPA of 3.0 or higher, with no grade lower than a C.
A field-based research project, which culminates in a technology-enhanced presentation, is required in the Capstone Seminar or in a designated course in each option, or as part of the comprehensive examination. A portfolio review may be required.

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

Part I

(Check one)	Department Name	~~Curriculum and Instruction~~ Educational Leadership & Policy Studies
___ New Course (Parts II, IV)	College	Education
X Course Revision (Parts II, IV)	*Course Prefix & Number	ETL 800
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Leadership Skills for Teachers
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor __; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	~~11/12/09~~ August 17, 2010	Graduate Council*	
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	~~12/01/09~~ September 7, 2010	Approved ___ Disapproved ___	
General Education Committee*	~~N/A~~	Faculty Senate**	
Teacher Education Committee*	9/28/10	Board of Regents**	
		Council on Postsecondary Edu.***	

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

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Revise course schedule type from 1) Lecture to W) Mixed Web delivery

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

Fall 2011

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

December 2010

B. The justification for this action:

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

Personnel Impact: None

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: No additional Resources Needed.

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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.

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.)

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: UP	Dept. (4 letters)*
ETL	800	Fall 2011	AS ___ JS ___ BT ___ EM ___ ED X PC ___ HS	~~CURI~~ ELPS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. ___
3	Lecture <u>3</u> Laboratory ___ Other ___	Cip Code (first two digits only) 13

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
~~1~~ W	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 ˉ.)

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

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

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

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

Course Prefix and No.	

Course Prefix and No.	
Course Prefix and No.	

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Professor's Name
Professor's Office #
Professor's Contact Information
(Phone and e-mail)

1. **Catalog Course Description:** In-depth study of the key concepts, theories, practices, and procedures of teacher leaders in educational environments. This course must be taken within the first six hours of a candidate's program. (14 hours of field experience)

2. **Text/Readings:**

   Katzenberger, M. & Moller, G. (2009). *Awakening the sleeping giant: Helping teachers develop as leaders.* Thousand Oaks, CA: Corwin Press.
   Northouse, P.G.(2010) *Leadership Theory and Practice.* Thousand Oaks, CA: Sage Publications Inc.
   Rath, T. & Conchie, B. (2008) *Strengths Based Leadership.* New York, NY: Gallup Press

3. **Student Learning Outcomes:**

   Teacher leader candidates will:

   1. Evaluate and synthesize the definition of teacher leader.
   2. Explore and evaluate qualities of effective leadership through discussions and readings within a professional learning community.
   3. Analyze various research-based leadership approaches and use the approaches to describe and evaluate the behavior of formal and informal leaders within their setting.
   4. Identify, practice, and evaluate communication skills such as listening, presenting, clarifying, and mediating and their impact on effective collaboration.
   5. Identify, evaluate, and reflect upon activities that build collaborative relationships among parents, families, colleagues, and communities as a teacher leader.
   6. Explain how teacher leaders can demonstrate respect and consideration for social, cultural, ethnic, economic, and other diversities in their educational decisions.
   7. Identify personal strengths and areas for growth in leadership skills and dispositions using multiple self-analysis instruments.
   8. Based on results from self-analysis instruments, design and implement a professional growth plan (PGP) to drive continuous improvement in leadership skills.

4. **Evaluation Methods**

   Grades in this class will be based on the number of points that the candidate obtains during the semester. There are a total of 450 points available.

Plan, implement, and take a leadership role in a professional learning community (PLC) with	250

classroom peers. Within this PLC, candidates will identify, discuss and evaluate the characteristics of effective leaders by: 1) analyzing the various leadership approaches of leaders in their setting and reflecting upon the effectiveness of those approaches; (2) completing and synthesizing various readings including, but not limited to, leadership case studies and mentoring literature (3) discussing the impact of communication skills on effective collaboration; and (4) explaining how various diversities impact school decisions. The goal of this professional learning community is for the candidate to synthesize the essential characteristics of effective leaders.	points
Design and implement a Professional Growth Plan based on needs identified in skills and dispositions for leadership within the self-assessment instruments. In the plan, the candidate will articulate clearly and precisely the targeted leadership skills and dispositions; write specific, measurable objectives leading to the development of the targeted leadership skills and disposition, design professional development activities to support the achievement of these objectives. In addition, the candidate will reflect on relationships that exist between their self-assessment and their professional growth plan including necessary changes and begin implementation of the Professional Growth Plan.	150 points
Record and analyze current policy, practices, and activities within their current school setting related to working with parents, families, and community resources, and develop a plan to expand or build more collaborative relationships with these partners. Candidates must implement one component of this plan within their educational setting and reflect upon its effectiveness.	50 points

Grades and Point Requirements

Grades	Percentage	Points
A	92 - 100%	450 – 414
B	82 - 91%	413 – 369
C	72- 81%	368 – 324
D	62 - 71%	323 – 279
F	Below 65%	278 - Below

5. **Student Progress:**
Students will be assessed on a continuous basis and will be informed of their progress at least once prior to midterm either through the use of Blackboard or by written feedback on assignments.

6. **Attendance Policy:**
Regular attendance is expected in each class of this course. Students are responsible for making-up any missed assignments when they must be absent. Instructor approval is necessary to make-up missed tests or to extend an assignment deadline. The instructor reserves the right to adjust the grade of or refuse to accept late assignments.

7. **Last Date to Drop the Course:** The last day to withdraw from full semester classes or the university can be found in the University academic calendar.

8. **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.

9. **Academic Integrity Statement:** Candidates 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.

10. **Official E-mail:** An official EKU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this EKU e-mail address.

11. **Course Requirements:**
    1. Analysis of leadership approaches used by leaders in their settings and reflection on the effectiveness of each approach
       To identify, describe, compare and contrast leadership approaches, candidates will review literature on leadership approaches, will develop a graphic organizer showing similarities and differences of the approaches. Candidates will then identify the approaches used by leaders in their setting and then evaluate the effectiveness of each approach. This report will be worth 50 points. (Field Experience 2 hours).

    2. Complete a professional growth plan with regard to leadership skills and dispositions
       To help you identify areas of strengths and areas for improvement in your own teaching practices related to being a teacher leader, you will evaluate your skills in the following areas: collaboration with school personnel, parents, and community members; effective communication, and mentoring. These areas can be evaluated using different measures, such as interviews with others, survey information, or formal and informal evaluation. This assignment will be graded in two parts. The pieces of evidence collected to document your practices will be worth 25 points each for a total of 125 points. Then you will write a critical analysis of your findings in the form of a professional growth plan—a self reflection on your skills related to being a teacher leader. This report will be worth 50 points.

    3. Analyze current practices, then develop a plan for effective collaboration with parents, families, and the community
       To help you identify areas of strengths and areas for improvement in your own school as they relate to effective collaboration, you will evaluate your school's collaboration with parents, families, and the overall community. These areas can be evaluated using different measures. For example, to evaluate collaboration with parents and families, you might interview other teachers and administrators to see what they do to include parents and siblings, analyze any school-wide or district-wide activities for parents or siblings, and/or survey parents about collaboration efforts. For an understanding of collaboration efforts with community resources you could check on which businesses are already partners with schools, athletics, sponsors for clubs, etc. Using the information you have collected, you will write a critical analysis of current practices then develop a plan for how to improve collaboration efforts with these educational partners based on your findings. This assignment will be graded in two parts. The pieces of evidence collected to document your school's current practices will be worth 25 points and your improvement plan will be worth 75 points for a total of 100 points.
       (Field Experience 4 hours).

4. <u>Written synthesis of effective mentoring for specific program area</u>
   To increase awareness and differentiation of the varying models of mentoring you will research and analyze these models as they relate to your specific program area (regular education, special education, principal, etc.). You will provide a written synthesis of these models outlining similarities and differences, along with your personal analysis of which model you believe is most effective. This paper should be approximately 5-10 pages long with references in APA format. This assignment is worth 50 points.

5. <u>Research develop and implement a professional learning community.</u>
   Candidates will keep a log of all their activities and plans and submit them to their instructor. Candidates will participate in a PLC in their work setting or in the class itself. (Field Experience 8 hours).

Scoring Guide for Professional Growth Plan
ETL 800

	Novice	Apprentice	Proficient	Distinguished
Leadership skill or disposition that is targeted	Candidate defines one or two leadership skills or dispositions. Selected targets do not correlate to self assessments and/or defined poorly	Candidate defines one or two leadership skills or dispositions that correlate to self assessments	Candidate defines two or three leadership skills or dispositions that correlate to self assessments as priority	Candidate clearly defines two to three leadership skills or dispositions that correlate to self-assessments as priority
Objective	Candidate has objectives for only a few of the leadership skills or disposition. Objectives are not measurable and lack precision.	Candidate has objectives for most of the leadership skills or dispositions but objectives are not measurable or precise	Candidate has established measurable objectives for most of the leadership skills or dispositions.	Candidate has established measurable, precise objectives for each of the leadership skills or dispositions
Plan	Candidate has developed a vague plan. Plan does not match objectives.	Candidate has developed a general plan of activities that align with most but not all of the objectives	Candidate has developed a detailed plan of activities that align with most but not all of the objectives	Candidate has developed a clear, detailed plan of activities that align with objectives
Method for assess	Candidate has a general plan to measure growth but plan lacks clarity or does not align with targeted leadership skills or dispositions	Candidate has specified a general way to measure growth in some but not all of their objectives.	Candidate has specified a precise way to measure their growth in most of the targeted leadership skills or dispositions	Candidate has specified a precise way to measure their growth in the targeted leadership skills or dispositions
Implementation	Candidate begins the plan but implementation lacks focus, clarity, and commitment. Plan not completed.	Candidate implements but does not complete the professional growth plan or completes it poorly.	Candidate implements and completes most of the professional growth plan as described. Adaptations that address the priority targets are made but not explained well.	Candidate implements and completes professional growth plan as described. May make appropriate adaptations that address the priority targets
Reflection Statement	Candidate fails to summarize progress made toward PGP objectives or reflect on progress, what has been learned and/or future actions	Candidate summarizes progress made toward PGP objectives.	Candidate summarizes progress made toward PGP objectives. Summary includes reflection what has been learned	Candidate summarizes progress made toward PGP objectives. Summary includes reflection on progress, what has been learned, future actions

12. Course Outline:

1. Teacher Leader Approaches
   a. Research approaches
   b. Compare and contrast approaches
   c. Determine the approaches used by leaders in their setting
   d. Reflect on the effectiveness of the approaches
2. Effective Collaboration – Benefits, Barriers, and Models
3. Communication Skills
   a. Theories of Communication
   b. Communication Surveys and their Usefulness
   c. Gender Differences in Communication
   d. Barriers to Effective Communication
   e. Skills to Improve Communication
4. Professional teacher leader communication skills (based upon the KODAK Teacher Leadership Five State Consortium application guide)
   a. Interpersonal skills of trust, fairness, equity and diversity (organizational justice)
   b. Speaking , writing, verbal, non-verbal, and digital communication as a teacher leader
   c. Problem framing and solving
   d. Conflict resolution
   e. Placed based applications
5. Working with Families
   a. Social, Cultural, Racial, Ethnic, and Economic Factors
   b. Families of Students with Disabilities – Unique Needs
6. Working with Other Community Agencies
   a. Resources for Parents, Teachers, Students
   b. Local, State, and National Resources
7. Completion of case studies.
8. Professional Learning Communities
   a. Developing Professional Learning Communities
   b. Facilitation Professional Learning Communities
9. Mentoring Others
   a. National Models
   b. KTIP
10. Analyzing and Evaluating Teacher Leader Effectiveness
    a. Professional Growth Plan (based upon the Kentucky Teacher Standards – advanced level 10.1 through 10.4, state, and national standards)
    b. Peer Mentoring
    c. Self Reflection

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

Part I

(Check one)	Department Name	~~Curriculum and Instruction~~ Educational Leadership & Policy Studies
___ New Course (Parts II, IV)	College	Education
X Course Revision (Parts II, IV)	*Course Prefix & Number	ETL 801
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	~~Education Policy Studies~~ Leading Achievement Change
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor _; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	~~11/12/09~~ August 17,2010	Graduate Council*	
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	~~12/01/09~~ September 7, 2010	Approved ___ Disapproved ___	
General Education Committee*	~~N/A~~	Faculty Senate**	
Teacher Education Committee*	9/28/10	Board of Regents**	
		Council on Postsecondary Edu.***	

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

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Revise course title and description. Revise course schedule type.

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

Fall 2011

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

~~N/A~~ December 2010

B. The justification for this action:

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

Personnel Impact: None

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: No additional Resources Needed.

Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

4.	For a new course, provide the catalog text.
5.	For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and <u>underlines</u> for additions.
6.	For a dropped course, provide the current catalog text.

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.)

ETL 801 ~~Policy Evaluation for Teachers~~ <u>Leading Achievement Change.</u> (3) A. <u>Pre-req / co-req: ETL 800.</u> ~~This course will prepare students in developing a theory of organizational management; investigating the relationships among laws, regulations and policies; and, evaluating the policies of an educational institution.~~ <u>The study of change theory and its application in educational settings by educational leaders, teacher leaders, professional staff, support staff, students and communities to improve student achievement.14 field hours required.</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division: UP	Dept. (4 letters)*
ETL	801	Fall 2011	AS ___ JS ___ BT ___ EM ___ ED X PC ___ HS ___	~~CURI~~ ELPS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. ___
3	Lecture 3 Laboratory ___ Other ___	Cip Code (first two digits only) 13

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
~~1~~ W	3	N	FR ___ JR ___ SO ___ SR ___

		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry ___
		Internship ___	
		Independent Study ___	Data entry person ___
		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 ˉ.)

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.	ETL 800
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Eastern Kentucky University
Department of Educational Leadership & Policy Studies
ETL 801, Leading Achievement Change, CRN
3 credit hours

Professor's Name
Professor's Office #
Professor's Contact Information
(Phone and e-mail)

1. **Course Description:** (ETL 800 is a prerequisite or co-requisite) The study of change theory and its application in educational settings by educational leaders, teacher leaders, professional staff, support staff, students and communities to improve student achievement. (14 field / clinical hours required).

2. **Text/Readings:**

Deming, W.E. (1986) *Out of the Crisis.* Cambridge, MA: Massachusetts Institute of Technology

Northouse, P.G. (2010). *Leadership Theory and Practice.* Thousand Oaks, CA: Sage Publications Inc.

Schmoker, M. (2001). *The Results Field Book: Practical Strategies from Dramatically Improved Schools.* Alexandria, VA: The Association for Supervision and Curriculum Development.

Kotter, J.P. (1996). *Leading Change.* Boston, MA: Harvard Business School Press.

Kotter, J. & Rathgeber, H. (2005). *Our Iceberg Is Melting; Changing And Succeeding Under Any Conditions.* New York, NY: St. Martin's Press.

Fullan, M. (2008). *The Six Secrets of Change.* San Francisco: John Wiley and Sons.

3. **Student Learning Outcomes:**

Teacher Leader candidates will:
1) define the teacher leader role in effecting achievement change at the student, classroom, school and district levels
2) compare and contrast a range of leadership approaches for school districts, schools, and other learning environments to determine which approaches would be appropriate in various settings to promote and effect improved student learning.*
3) analyze how state, district, and school policies influence the potential for improving student achievement through Teacher Leadership.*
4) analyze the literature in change theory to identify key components of change and the change process
5) articulate how in-depth knowledge of leadership approaches, academic content, trends in curricula, best practices, school and district policies interact with the knowledge and understanding of the different backgrounds, ethnicities, cultures, and languages in the school community in promoting the targeted change
6) identify and articulate opportunities/issues/needs in the area of student achievement in their professional environment

30

7) use available quantitative and qualitative data, design and implement a change plan for the targeted achievement change within the context of their current educational setting.

Objectives 2 and 3 are taken from Course 1- Understanding How Schools Work developed by the 5 State Leadership Consortium and were modified to increase their cognitive level on Bloom's Taxonomy.

4. Course Requirements and Evaluation Methods

Grades in this class will be based on the number of points that the candidate obtains during the semester. There are a total of 350 points available.

Assessment activity	Points Available
Candidates will develop a white paper in which they evaluate their school or agency's policies (in schools, SBDM policies) to determine if they meet legal requirements, are designed to improve student performance, have been used to direct the organization's work, and outline provisions for the use of teacher leaders. They will then propose policy changes to meet the evaluative criteria. (4 hours of field experience)	50 points
Candidates will create a graphic organizer in which they compare and contrast several research-based leadership approaches and explain how the various approaches would be used in different settings / circumstances.	50 points
Candidates will critically analyze case studies to identify and critique effective and ineffective change plans. (See rubric below)	50 points
Candidates will identify an area of student achievement need within the context of their classroom or educational setting, department or grade level, or school. Based on quantitative data (performance levels and scores) and qualitative data (contextual information related to the student (s), classroom, school, community characteristics), each candidate will design a detailed change plan for the targeted achievement change and implement the change plan. Candidates will submit the plan along with a reflective journal that documents their perception of themselves as leaders of change, effective strategies for leading change, the role of collaboration in achieving change, and strategies for sharing pedagogical information to effect achievement change. (10 field experience hours)	100 points
Total points	250 points

Grades and Point Requirements

Grades	Percentage	Points
A	92 - 100%	230-250
B	82 - 91%	213-229
C	72 - 81%	180-212
D	62 - 71%	155-179
F	Below 71%	178and below

The case studies will be evaluated using the rubric below:

Categories	Novice	Apprentice	Proficient	Distinguished
Analysis: Analyze case using a theoretical framework	Candidate does not use use change theory to identify effective or	Candidate uses parts of model rules, definitions, laws, concepts,	Candidate uses one model of change theory (rules, definitions,	Candidate uses more than one model of change theory (rules, definitions, laws,

	ineffective practices.	theories, and principles to identify some elements of effective or ineffective change.	laws, concepts, theories, and principles) to identify elements of effective and ineffective change.	concepts, theories, and principles) to identify elements of effective change and ineffective change.
Data Analysis: Analyze empirical data	Candidate does not analyze data.	Candidate analyzes data but is unable to create solutions.	Candidate is able to analyze data, identify problems, and create solutions.	Candidate is able to analyze data, identify problems, and create solutions systematically.
Alternative: Identify alternative actions	Candidate does not generate alternative solution(s).	Candidate is able to create more than one alternative solution with some justification	Candidate is able to create more than one alternative solution with justification	Candidate is able to create several alternative solutions with systemic implications
Selection: Evaluate the appropriateness of the actions	Candidate does not provide a rationale or criteria for the selected alternative solution	Candidate provides some criteria for choosing an alternative solution; however, other criteria should be included	Candidate provides criteria for choosing an alternative solution and uses a decision-making model	Candidate uses a decision-making model to choose an alternative solution that includes systemic implications
Communication: Effectively communicate the proposed action	No focus and purpose; chaotic organization; lack of appropriate presentation strategies (diagrams, models, timelines, illustrations, plan); errors in grammar	A purpose is evident; lacks adequate presentation strategies (diagrams, models, timelines, illustrations, plan); errors in grammar	Has a clear purpose; has a logical sequence of ideas; incorporates presentation strategies (diagrams, models, timelines, illustrations, plan); no errors in grammar	Understands who audience is; uses presentation strategies (diagrams, models, timelines, illustrations, plan) to convince audience to make a systemic change

5. **Student Progress:**
   Candidates will be assessed on a continuous basis and will be informed of their progress at least once prior to midterm either through the use of Blackboard or by written feedback on assignments.

6. **Attendance Policy:**
Regular attendance is expected in each class of this course. Candidates are responsible for making-up any missed assignments when they must be absent. Instructor approval is necessary to make-up missed tests or to extend an assignment deadline. The instructor reserves the right to adjust the grade of or refuse to accept late assignments.

7. **Last Date to Drop the Course:** The last day to withdraw from full semester classes or the university can be found in the University academic calendar.

8. **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.

9. **Academic Integrity Statement:** Candidates 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.

10. **Official E-mail:** An official EKU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this EKU e-mail address.

11. **Course Outline:**
    I.   Policy analysis
        A. Legal requirements
        B. Relationship to improving client performance
        C. Rubric for policy analysis
        D. Evaluation of work site policies and recommendations for change
    II.   Leadership approaches
        A. Trait approach
        B. Skill approach
        C. Style approach
        D. Situational approach
        E. Contingency Theory
        F. Path-goal theory
        G. Leader member exchange
        H. Transformational leadership
        I. Authentic leadership
    III.   Change theory
        A. Steps required for change (Kotter)
        B. Working conditions necessary for change (Fullan)
        C. Using the Deming Cycle to implement change
        D. Methods for identifying needed changes
        E. Analysis of the candidate's work site readiness for change

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

Part I

(Check one)	Department Name	Educational Leadership & Policy Studies
New Course (Parts II, IV)	College	Education
X Course Revision (Parts II, IV)	*Course Prefix & Number	ETL 802
Hybrid Course ("S," "W")	*Course Title (30 characters)	Research for Teacher Leaders
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor __; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	~~11/12/09~~ August 17,2010	Graduate Council*	
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	~~12/01/09~~ September 7, 2010	Approved Disapproved	
General Education Committee*	~~N/A~~	Faculty Senate**	
Teacher Education Committee*	9/28/10	Board of Regents**	
		Council on Postsecondary Edu.***	

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

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Add prerequisites and corequisites. Revise course description and schedule type.

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

Fall 2011

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

December 2010

B. The justification for this action:

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

Personnel Impact: None

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: No additional Resources Needed.

Part II. Recording Data for New, Revised, or Dropped Course
      (For a **new required course,** complete a separate request for the appropriate program revisions.)

7. For a new course, provide the catalog text.
8. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and <u>underlines</u> for additions.
9. For a dropped course, provide the current catalog text.

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.)
ETL 802 Research for Teacher Leaders. (3) A. <u>Prerequisites: ETL 800 and 801. Prerequisite/Corequisite: ETL 803.</u> ~~This course will ask students to apply Fundamental Principles of Educational Research. This course will be devoted to students reviewing, discussing, analyzing and evaluating research studies and methodology.~~ <u>This course introduces research methods in education. Candidates create a research proposal with IRB approvals. The focus is on student learning, student achievement, or school improvement.</u>

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

19. For a new program, provide the catalog description as being proposed.
20. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
21. 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 <u>underlines</u> 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: UP	Dept. (4 letters)*
ETL	802	Fall 2011	AS ___ JS ___ BT ___ EM ___ ED X ___ PC ___ HS ___	~~CURI~~ ELPS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture _3_ Laboratory _____ Other _____	Cip Code (first two digits only) 13

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
~~1~~ W	3	N	FR _____ JR _____ SO _____ SR _____

		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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 ˉ.)

Course Prefix and No.	ETL 800 and 801 are prerequisites.
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.	ETL 803 is a prerequisite/co-requisite
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

Professor's Name
Professor's Office #
Professor's Contact Information
(Phone and e-mail)

1. **Course Description:** (ETL 800 and 801 are prerequisites. ETL 803 is a prerequisite or co-requisite.) This course presents a survey of commonly used research methods in education with emphasis on the rigor of a sound action research design. Students identify a topic that warrants scientific attention and create a research proposal with IRB and other appropriate approvals. Focus of the research should be on student learning, student achievement, learning environment and impact on student learning, or closing the achievement gap.

2. **Text/Readings:**

Gay, L. R. and Airasian, P. (2009) *Educational Research: Competencies for Analysis and Application.* (9th edition). Columbus, OH: Merrill (Prentice-Hall) Required.
Mertler, Craig A. (200) *Action Research: Teachers as Researchers in the Classroom, (2nd Edition).* Sage Publications: Thousand Oaks, CA. Required
Publication Manual of the American Psychological Association 5th edition (2001) Washington, D.C. APA Required

3. **Candidate Learning Outcomes:**

Teacher Leader candidates will:
1. Analyze significant research designs used in educational research including but not limited to quantitative research, qualitative research, experimental research, descriptive research, correlational research, single subject design, action research, and mixed methodologies.
2. Evaluate and analyze research articles related to student achievement or school improvement
3. Begin to design an action research project focused on impact on student learning or learning environment. The candidate must: Identify a student learning or school improvement issue within the context of their present educational setting, review, evaluate, and prepare of review of the theoretical and research literature related to the identified topic, present two to three research questions, and select and justify an appropriate action research design to investigate the questions.
4. Prepare appropriate IRB forms to implement the proposed action research project

4. **Course Requirements and Evaluation Methods**

Assessment activity	Points Available
Candidates will write three critical reviews of specific research articles chosen by the instructor.	
Candidates design an action research project focused on impact on student learning or learning environment. The candidate must: Identify a student learning or school improvement issue within the context of their present	

educational setting, review, evaluate, and prepare a review of the theoretical and research literature related to the identified topic, present two to three research questions, and select and justify an appropriate action research design to investigate the questions.	
Candidates will complete required IRB forms and any district forms needed for approval for action research projects conducted within their educational settings.	
Examination	
Total points	

Grades and Point Requirements

Grades	Percentage
A	92 - 100%
B	82 - 91%
C	72 - 81%
D	62 - 71%
F	Below 71%

ETL 802 SCORING GUIDE FOR ACTION RESEARCH PROPOSAL

Criteria					Points
	0	3	7	10	
Action Research Proposal A. Intro & Questions B. Theory C. Methodology/Research Process .					
A. Introduction and Research Question	Introduction not clearly related to topic, research questions not presented well or missing Research questions do not focus on impact of change on student learning or learning environment.	Introduction minimally relates to topic. It is vague or somewhat disorganized. Research questions presented but lack clarity and precision. Research questions focus on impact of change on student learning or learning environment.	Introduction clear and logical. Synopsis of research provides adequate background to understand the research questions. Research questions posed well. Research questions focus on impact of change on student learning or learning environment.	Introduction clear, sequential, and logical. Synopsis of research lays solid foundation for research questions. Research questions show depth of thought/query and are posed well. Research questions focus on impact of change on student learning or learning environment.	———

B. Theoretical Foundations Review of the literature	Candidate does not address the theoretical research / background issues related to his/her topic.	Candidate minimally addresses the theoretical research/ background issues of the topic Citations not included.	Candidate demonstrates an understanding of the theoretical research/ background issues BUT may lack depth or may not be explained well. Citations included.	Candidate demonstrates a solid understanding of the theoretical research/ background issues of the topic and explains these issues well. Names of important researchers /citations included.	_____
C. Methodology/ Research Process	Candidate does not make the methodology/process of research clear	Candidate makes some points of research process known, but process not fully clear.	Candidates make most of research process clear, but a few questions may remain.	Research process is clearly explained; audience gains a complete picture of project, data collection instruments, etc. and what will be done.	_____
Organized	Proposal uses the required sequence of information correctly. Presentation of proposal lacks organization, clarity and detail.	Proposal uses the required sequence of information correctly. Presentation of proposal is organized but lacks clarity and detail.	Proposal uses the required sequence of information correctly. Presentation of proposal is organized but not completely clear	Proposal uses the required sequence of information correctly. Presentation of proposal is clear, sequential, organized.	_____
Mechanics	Candidate's presentation has 4 or more spelling and/or grammatical errors.	Presentation has 3 spelling and/or grammatical errors.	Presentation has no more than 2 spelling and/or grammatical errors.	Presentation has no spelling and/or grammatical errors.	_____

Additional comments:

5. Candidate Progress:
Candidates will be assessed on a continuous basis and will be informed of their progress at least once prior to midterm either through the use of Blackboard or by written feedback on assignments.

6. Attendance Policy:
Regular attendance is expected in each class of this course. Candidates are responsible for making-up any missed assignments when they must be absent. Instructor approval is necessary to make-up missed tests or to

extend an assignment deadline. The instructor reserves the right to adjust the grade of or refuse to accept late assignments.

7. **Last Date to Drop the Course:** The last day to withdraw from full semester classes or the university can be found in the University academic calendar.

8. **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.

9. **Academic Integrity Statement:** Candidates 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

10. **Official E-mail:** An official EKU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this EKU e-mail address.

11. **Course Outline:**
1. Nature and Characteristics of Education Research and Analysis
    E. Identifying research problems
    F. Reviewing the literature from a variety of resources
2. Research Design Principles
    J. Action Research
    K. Qualitative Research
    L. Quantitative Research
    M. Experimental Research
    N. Single Subject Research
    O. Descriptive Research
    P. Correlational Research
    Q. Sampling techniques
    R. Analysis techniques
    S. Development of data and measurement instruments
    T. Analyzing data to improve student achievement or school effectiveness
    U. Legal and ethical issues in research

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

Part I

(Check one)	Department Name	Educational Leadership & Policy Studies
X New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	ETL 803
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Curriculum for Teacher Leaders
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	August 17, 2010	Graduate Council*	
Is this a SACS Substantive Change? **Yes****** [ ] **No** X		Council on Academic Affairs	
College Curriculum Committee	September 7, 2010	Approved ___ Disapproved ___	
General Education Committee*		Faculty Senate**	
Teacher Education Committee*	9/28/10	Board of Regents**	
		Council on Postsecondary Edu.***	

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

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Create a new course for all Masters Degrees leading to the Kentucky Teacher Leader Endorsement.

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

Fall 2011

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

B. The justification for this action:

This course was created to meet EPSB requirements for a Teacher Leaders Master's Degree.

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

Personnel Impact:

NA

Operating Expenses Impact:

NA

Equipment/Physical Facility Needs:

NA

Library Resources:

NA

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

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

10. For a new course, provide the catalog text.
11. For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and <u>underlines</u> for additions.
12. For a dropped course, provide the current catalog text.

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.)
<u>ETL 803. Curriculum for Teacher Leaders. (3). A. Prerequisites/Corequisites: ETL 800 and 801. Candidates will conduct curriculum alignment and development that encompasses analysis, synthesis and justification for applied curriculum. Candidates will develop formative and summative assessments. They evaluate research-based instructional strategies for all learners. (Field work 13 hours).</u>

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

22. For a new program, provide the catalog description as being proposed.
23. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
24. 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 <u>underlines</u> 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)*
ETL	803	Fall 2011	AS ___ JS ___ BT ___ EM ___ ED X PC ___ HS ___	ELPS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. ___
3	Lecture 3 Laboratory ___ Other ___	Cip Code (first two digits only) 13

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
W	3	N	FR ___ JR ___ SO ___ SR ___
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study ___	Data entry person _____
		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 ˉ.)

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.	ETL 800 and 801 are prerequisites or co-requisites
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
Department of Educational Leadership and Policy Studies
ETL 803, Curriculum for Leaders in Education, CRN

3 credit hours

Professor's Name
Professor's Office #
Professor's Contact Information
(Phone and e-mail)

1. **Course Description**
    (ETL 800 and 801 are prerequisites or co-requisites) Through practical experiences, research, and discussion, students will conduct curriculum alignment and development that encompasses analysis, synthesis and justification for the applied curriculum. Candidates will also study types and purposes of formative and summative assessments including Kentucky's assessment plan for P-12. They will review and evaluate research-based instructional strategies for all learners. (Field experience 13 hours).

2. **Text(s) with dates, supplemental text(s), other required readings and references.**

    Brookhart, S. M. (2008). How to give effective feedback to your students. Alexandria, VA:ASCD.

    Chappuis, S. & Stiggins, R. (2002). *Classroom assessment for learning*. Educational Leadership September, 2002.

    Marzano, R. J. (2007). The art and science of teaching: a comprehensive framework for effective instruction. Alexandria, VA: ASCD.

    McCook, John, E. (2006). The RTI guide: Developing and implementing a model in your schools.LRP Publications: Horsham, PA

    NASDSE (2007). Response to intervention: Policy considerations and implementations. Alexandria, VA: National Association of State Directors of Special Education, Inc.

    Reeves, Douglas. (n.d.). Leadership and learning live: Closing the achievement gap. Englewood, CO: Lead and Learn Press.

    Stiggins, R. (2008). Assessment manifesto: A call for the development of balanced assessment systems. ETS Assessment Training Institute: Portland, OR.

    Tomilson, C. A. (2001). How to differentiate instruction in mixed ability classrooms. Alexandria, VA: ASCD.

3. **Student learning outcomes.**

    1. Candidates will be able to develop and evaluate the alignment of various curriculum documents using all components of Kentucky State Curriculum Documents.
        1.1a, 1.1.b, 1.1.c, 1.1.e

2. Candidates will be able to identify, implement and schedule a variety of research based interventions and teaching strategies.
    1.1.d, 1.2a, 1.2.b, 1.2.c, 1.2.d

3. Candidates will be able to use and analyze multiple types of assessment to make changes and adjustments to curriculum and instruction.
    2.1a, 2.1b, 2.1c, 2.1.d

4. Candidates will be able to select and use an appropriate protocol for analyzing student work and monitoring student progress.
    2.1.b, 2.1.c, 2.1.d

5. Candidates will be able to evaluate and use current research to improve student performance.
    2.2.a, 2.2.b, 2.2.c, 2.2.d, 2.2.e, 2.2.f

6. Candidates will be able to identify qualities of effective teachers.
    3.1.a, 3.1.b

7. Candidates will be able to analyze and explain child and adolescent cognitive, physical, and social development and how each impacts curriculum and assessment decision-making in the elementary, middle school and high school programs. (KTS 1.5, 2.4, 3.1, 3.3 3.4, 3.5, 4.1, 4.5, 8.2)

8. Candidates will be able to demonstrate the critical analysis of case studies, community surveys, action research, district data analysis, or specific projects using a theoretical framework and effectively communicate actions/conclusion(s) to a stakeholder audience.

4. **Evaluation method(s) and relative weight of each course requirement.**

See Course Requirements

GRADING SCALE:

92-100	**A**
83-91	**B**
74-82	**C**
65-73	**D**
Below 65	**F**

5. **Student Progress.**

Feedback on candidate progress will be maintained on Blackboard via individual assignments. Please make an appointment to consult with the professor at any time to review your work in the course.

6. **Attendance policy.**

Regular attendance in each class is expected. It is recognized that there are legitimate reasons for being absent. It is the responsibility of the candidate to discuss with the teacher the reason for each absence. Except in emergency, the candidate is encouraged to contact the teacher prior to the anticipated absence. Absences may have an adverse effect on a candidate's grade, including failure of the course. In case classes are canceled for any reason, the instructor reserves the right to make up those classes.

7. **Notification of the last day to drop the course.**

   The last day to withdraw from a full semester class is listed on the Colonel's Compass Calendar (http://www.eku.edu/compass/calendar/).

8. **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.

9. **Academic Integrity Policy.**

   Candidates 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.

10. **Official E-mail:** An official EKU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this EKU e-mail address.

11. **Course requirements**
    1) **Candidates will be able to develop and evaluate the alignment of various curriculum documents using all components of Kentucky State Curriculum Documents.**

       Candidates will review and evaluate various options in curriculum mapping and pacing design that illustrate Program of Studies, Core Content for Assessment, suggested activities, assessment, and timelines for the conveyance of the applied curriculum. They should evaluate the merits, drawbacks and purposes of various formats and applying what they have discussed and learned regarding the mapping process to their specific school curriculum maps. Write a rationale for any recommendations/changes need to occur in their current map. (50 pts.)

    2) **Candidates will be able to identify, implement and schedule a variety of research based interventions and teaching strategies.**

       Candidates will read and discuss current resources concerning implementation and policy development for providing interventions for struggling students. They will then outline current research-based interventions in their own schools/districts, determine effective models for scheduling interventions for at risk students and explain how data is used to determine interventions for each. Discuss barriers that impede effective implementation and methods of diagnosing academic problems, instruction and implementation of research based strategies that will enhance student results. Which interventions not currently in use in your school would you like to see implemented? Why? What steps would you take to proceed with implementation? (50 pts.)

    3) **Candidates will be able to analyze and use multiple types of assessment to make changes and adjustments on curriculum and instruction.**

Candidates will read and discuss information regarding the uses of formative and summative assessments.
Discussion questions: What types of assessment are used by the state, district, and individual teacher? To what purpose? How should feedback on student assignments be provided and used? Students will explore various methods of differentiating assignments to meet individual student need.
Assignment: Candidates select/draw/are assigned student of varying need (different learning style, disability, special need etc) and must design one or two differentiated assignments in their content area designed to accommodate that need. (75 pts.)
Candidates will thoroughly analyze their school's most recent state assessment with an eye toward informing instruction. They will also study individual student data from the report and apply the data toward individual student instruction. (25 pts.)
(Field Experience 5 hours).

4) **Candidates will be able to select and use an appropriate protocol for analyzing student work and monitoring student progress.**

Candidates will become familiar with and understand the purpose of various formal protocols for analyzing student work. Some of these may include, but not be limited to: Tuning Protocol, Collaborative Assessment of Student Learning (CASL), Standards in Practice, and school developed protocols. Discuss the instructional value of this practice. Have candidates bring to class a set of Open Response questions. They will practice each protocol, taking different roles in the process so as to be able to lead the process in their schools. Candidates will then select a specific protocol, write a brief rationale for their selection and perform the protocol in their own school with a selected group of teachers. They will report to the class the results, benefits, problems and perception of the process by their colleagues. What steps would they need to take to encourage successful, regular implementation of the process in their schools? (100 pts.)
(Field Experience 5 hours).

5) **Candidates will be able to evaluate and use current research to improve student performance.**
Through an ongoing process of reading and discussing educational research articles, candidates will become critical consumers of research. They will learn components of quality research and to consider who funded, and who conducted the research. This will help them determine if the research should be considered in making academic decisions. In an assignment, candidates will be asked to evaluate a research article, report what makes it quality or not, and its potential use/application to educational practice. (25 pts.)

6) **Candidates will be able to identify qualities of effective teachers.**
Candidates will become cognizant of effective teacher qualities through a series of readings, observations, and discussions. They will observe two effective teachers and write a reflection detailing the effective qualities observed in each teacher/classroom which also contains a comparison of the two that outlines consistent qualities that allow those two teachers to be effective. A class discussion centered about this assignment will lead to a fairly thorough list of desirable teacher qualities. Current literature on teacher quality that candidates have read will also contribute to high level discourse on qualities of effective teachers. (75 pts.)
(Field Experience 3 hours).

7) **Candidates will analyze and explain child and adolescent cognitive, physical, and social development and how each impacts curriculum and assessment decision-making in the elementary, middle school and high school programs.**

Candidate teams will create a developmental matrix for ages birth to 21. This matrix will be based on a review of relevant research. It will contain 7 columns- age range, cognitive development, emotional development, physical development, appropriate instructional goals, and appropriate instructional organization and strategies. Candidates will use this matrix to write a reflection on the age appropriateness of their school's instructional goals and instructional goals and strategies. (50 pts.)

8) Candidates will be able to demonstrate the critical analysis of district data using a theoretical framework and effectively communicate actions/conclusion(s) to a stakeholder audience.

(50 Points)

9. Class Attendance/Participation (100 points)

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Course outline:

Curriculum Alignment
  Kentucky State Curriculum Documents
  Pacing Design

Interventions
  Policy development for providing interventions for students
  Research based interventions
  Diagnosing academic problems

Categories	Novice	Apprentice	Proficient	Distinguished	NA
Analysis: Analyze case using a theoretical framework	Candidate does not use rules, definitions, laws, concepts, theories, and principles to identify problem(s)	Candidate uses rules, definitions, laws, concepts, theories, and principles to identify problem(s).	Candidate uses rules, definitions, laws, concepts, theories, and principles to identify problem(s) that exist in the case.	Candidate uses rules, definitions, laws, concepts, theories, and principles to identify and frame problem(s).	
Data Analysis: Analyze empirical data	Candidate does not analyze data.	Candidate analyzes data but is unable to create solutions.	Candidate is able to analyze data, identify problems, and create solutions.	Candidate is able to analyze data, identify problems, and create solutions systematically.	
Alternative: Identify alternative actions	Candidate does not generate alternative solution(s)	Candidate is able to create more than one alternative solution with some justification	Candidate is able to create more than one alternative solution with justification	Candidate is able to create several alternative solutions with systemic implications	
Selection: Evaluate the appropriateness of the actions	Candidate does not provide a rationale or criteria for the selected alternative solution	Candidate provides some criteria for choosing an alternative solution; however, other criteria should be included	Candidate provides criteria for choosing an alternative solution and uses a decision-making model	Candidate uses a decision-making model to choose an alternative solution that includes systemic implications	
Communication: Effectively communicate the proposed action	No focus and purpose; chaotic organization; lack of appropriate presentation strategies (diagrams, models, timelines, illustrations, plan); errors in grammar and sentence structure	A purpose is evident; lacks adequate presentation strategies (diagrams, models, timelines, illustrations, plan); errors in grammar and sentence structure	Has a clear purpose; has a logical sequence of ideas; incorporates presentation strategies (diagrams, models, timelines, illustrations, plan); no errors in grammar	Understands who audience is; uses presentation strategies (diagrams, models, timelines, illustrations, plan) to convince audience to make a systemic change	

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Multiple Assessments
Formative and summative assessment
Student feedback
Differentiated assignments

Protocols for analyzing student work
Various formal protocols
Sharing protocols

Educational Research
Critique current research related to student performance
Research and academic decisions
Applications of research to educational practice

Effective Teachers
Readings, observations, and discussions
Review literature on qualities of effective teachers

Positive Educational Environment
Change process
Interdisciplinary teams

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

Part I

(Check one)	Department Name	Educational Leadership & Policy Studies
X New Course (Parts II, IV)	College	Education
Course Revision (Parts II, IV)	*Course Prefix & Number	ETL 804
Hybrid Course ("S," "W")	*Course Title (30 characters)	Teacher Leader Capstone
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	August 17, 2010	Graduate Council*	
Is this a SACS Substantive Change? **Yes****** **No** X		Council on Academic Affairs	
College Curriculum Committee	September 7, 2010	Approved ____ Disapproved ____	
General Education Committee*		Faculty Senate**	
Teacher Education Committee*	9/28/10	Board of Regents**	
		Council on Postsecondary Edu.***	

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

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Create a new course for all Masters Degrees leading to the Kentucky Teacher Leader Endorsement.

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

Fall 2011

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

B. The justification for this action:

This course was created to meet the requirements for a Teacher Leader Masters by EPSB.

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

Personnel Impact:

NA

Operating Expenses Impact:

NA

Equipment/Physical Facility Needs:

NA

Library Resources:

NA

Part II. Recording Data for New, Revised, or Dropped Course
        (For a **new required course,** complete a separate request for the appropriate program revisions.)

13.   For a new course, provide the catalog text. 14.   For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and <u>underlines</u> for additions. 15.   For a dropped course, provide the current catalog text.
<center>New or Revised* Catalog Text</center><center>(*Use ~~strikethrough~~ for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</center> <u>ETL 804. Teacher Leader Capstone. (3) A. Prerequisite: ETL 803. Candidates will refine an action research project begun in ETL 802. Candidates will collect, analyze, and interpret data related to the impact on student learning and make a final presentation.</u>

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

25.   For a new program, provide the catalog description as being proposed. 26.   For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions. 27.   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.
<center>New or Revised* Program Text</center><center>(*Use ~~strikethrough~~ for deletions and <u>underlines</u> for additions.)</center>

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)*
ETL	804	Fall 2011	AS ___ JS ___ BT ___ EM ___ ED X PC ___ HS ___	ELPS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture _3_ Laboratory _____ Other _____	Cip Code (first two digits only) 13

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
W	3	N	FR _____ JR _____ SO _____ SR _____

		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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 ˉ.)

Course Prefix and No.	ETL 803 is a prerequisite
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)			

Professor's Name
Professor's Office #
Professor's Contact Information
(Phone and e-mail)

1. **Course Description:** (ETL 803 is a prerequisite) Application of action research design within an educational setting with the purpose of impacting student learning or learning environment. Students will refine the design of action research inquiry project begun in ETL 802. Students will implement the action research project, collect, analyze, and interpret data related to impact on student learning or learning environment, and prepare a detailed written action research report and make final presentation to own school district. (40 hours of field experience within candidates' own classroom or educational setting OR arranged with a cooperating district)

2. **Text/Readings:**
Publication Manual of the American Psychological Association, (2001) 5th edition

Mertler, Craig A. (200) *Action Research: Teachers as Researchers in the Classroom, (2nd Edition).*Sage Publications: Thousand Oaks, CA. Required

3. **Student Learning Outcomes:**

Teacher leader candidates will:
   1. Evaluate research and practice that supports student achievement, student learning, impact on learning environments, closing the achieving gap. Research and practice reviews should address all learners.
   2. Refine the action research project proposed in ETL 802. The action research project must focus on enhancing student learning and achievement or on impacting the learning environment. (Candidates wishing to explore a new research question must complete a new introduction, research questions and complete literature review before proceeding with the project)
   3. Implement the action research project. (IRB and School or Agency approvals are required if needed)
   4. Collect, analyze, synthesize, and report the finding of the data in a formal action research report
   5. Communicate findings from the research to an authentic audience.

4. **Evaluation Methods:**

Grades in this class will be based on the number of points that the candidate obtains during the semester..
Course Requirements:

Review and critique research and practice articles selected by the instructor. Review and critique should focus on research design, data collection methods, findings, and implication of findings.	
Refine the action research project proposed in ETL 802. The action research project must focus on enhancing student learning and achievement or on impacting the learning environment. (Candidates wishing to explore a new research question must complete a new introduction, research questions and complete literature review before proceeding with the project) Implement the action research project. (IRB and School or Agency approvals are required if needed) Collect, analyze, synthesize, and report	points

the finding of the data in a formal action research report	
Communicate findings from the research to an authentic audience. (SBDMC, Teacher group, principal, professional presentation)	
Professional Growth Plan—Candidates will self-assess their leadership skills using the same instruments used in ETL 800. They will submit a completed Professional Growth Plan along with reflections on how their leadership skills have grown as a result of their PGP and the course work in the Teacher Leader Master's program. This will be scored with same rubric used in ETL 800.—Data collected in TaskStream	

ETL 804 Scoring Guide for Action Research Project

OVERALL QUALITY OF ACTION RESEARCH PROJECT 1. Research questions are clear and answerable. 2. Researcher fully addresses research questions in "Findings" and "Discussion" Impact on student learning or learning environment is made clear, evident in the presentation of data, findings, and discussion. 3. Researcher uses at least 3 different sources of data for triangulation. 4. Researcher fully analyzes and incorporates all three sources of data in conclusions. 5. Correct methods are used in analyzing data. 6. Researcher planned research project, made efforts to collect relevant data, made adjustments as necessary.	**Points**

INTRODUCTION
 	
1. Introduction to the Topic
    A. Identify the problem or area of interest.
    B. Provide background information.
 	
2. Purpose Statement
    A. State purpose of study. Example: *The purpose of this action research project was to examine the writing workshop in my second grade and to describe effective implementation practices.*
    B. Put the purpose in the form of one to three questions. One question must focus on the measurability of the impact on student learning or learning environment.
    Example: *The specific research questions are:*
       1. What is happening during my writing workshop?
       2. Is the writing workshop effective in developing my students' writing skills?
       3. How do I know that? What evidence/data tells me I have impacted my students' writing skills?
 	
3. Importance of the Study
    A. Tell why this study is important.
    B. Example: *The information here will be of value to …It will also provide elementary teachers with a plan to …*
 	
4. Definition of Terms
    A. List important terms.
    B. Briefly describe each term using one or two complete sentences.	

REVIEW OF THE LITERATURE	

1. This builds the foundation for your thesis. Here you provide background information to support your question or to put your research topic in a theoretical context.

2. Gather material. 20 or more sources are required. *Points will be deducted for fewer than 20 sources.* Use current, peer-reviewed journal articles whenever possible. (current = less than 10 years old) Use scholarly sources - general websites, newspaper/general magazine articles are not acceptable.

3. Describe empirical research related to your topic. When describing research studies, try to use one or two sentences to describe each of the following: (a) the question or purpose of the study, (b) the number and type of participants, (c) the treatment or conditions involved, (d) the type of measures, and (e) the results and conclusions.

4. This chapter ends with a brief summary of the major points covered that is generally about one paragraph in length. The summary may be a bulleted list with each point cited.

5. Every reference in this section should have a corresponding full citation on the References page. The References page should NOT include citations to works you have not discussed in the literature review.

6. Connections between your research project and the reviewed literature should be obvious. The literature review should NOT be a listing of various articles with no obvious connections made to your project.

METHODOLOGY

1. Participants
   A. Describe the people involved. The reader should know ages, number, gender, ethnic make-up, and anything else you feel is pertinent to your research.
   B. Describe the environment - classroom, school, or community – so that reader can place your class in the proper context. Context may also include quantitative data you have about students in the learning environment.

2. Materials
   A. Describe any materials used in your research. If you are using a particular curriculum, product, or procedure, describe it fully. Include relevant examples in an appendix. Remember that the reader knows nothing.
   B. Describe all types of measuring devices.. Explain where you obtained the data collection instrument (did you create surveys, adapt surveys, etc?) If surveys, checklists, rubrics, or rating charts are used, describe them briefly, then include a sample in the appendix.

3. Procedures
   A. The research process should be described completely. For example, if you are "testing" a particular teaching method, you should describe exactly how you taught the unit using the particular method.

   B. Describe the length of the study, how you collected the data, how much, and how often.

   C. Use past tense in describing all aspects of your methodology and findings. Research always exists in the past, in a specific time and place.

   D. If you use a special curriculum, technique or procedure, let the reader know exactly what it is. This section should be described in such a way that one could pick up this chapter and replicate your procedures.

4. Analysis
   A. Describe how you organized and analyzed ALL sources data. Be specific!!!!!

   B. Inductive analysis is generally used with field notes and other qualitative data

   C. Quantitative data is generally analyzed using totals and mean scores. Statistical analysis

is also a option (*t* test using Excel) D. If a source of data is not used - explanation should be included.	
FINDINGS 1. Restate your research questions. 2. Describe the data that answer EACH research question. 3. Describe the themes, categories, and patterns. 4. Use illustrative examples for each category. 5. Use tables, graphs, figures, and artwork as necessary. Tables should be clear, readable. 6. Use headings and subheadings to make the structure readily apparent.	

DISCUSSION
1. Overview of the Study
   A. Restate the general purpose of the study.
   B. Briefly describe how the results were obtained.
2. Summary of Findings
   A. Provide a brief summary of the findings.
   B. This may be one to two paragraphs.
3. Conclusions
   A. Move beyond the data. Tell what the results mean in terms of impact on student learning or learning environment.
   B. Make connections between what previous researchers discovered (literature review) and your findings.
   C. Describe possible implications of the results.
4. Recommendations
   A. Describe how the results might be used in your classroom.
   B. Describe how the results may be used to bring understanding to other classrooms or situations.
   C. Sometimes the conclusions and recommendations merge.
5. Limitations of the Study [Evaluation]
   A. Describe those things that may have hindered or affected your findings.
   B. Describe those things that you needed to change during the study, or things that did not go as expected. Remember, a good study is not one that proves your particular point; rather, a good study is one that looks carefully, reports accurately, and fairly represents the bit of reality that you experienced.
   C. Describe the limitations or applicability of the findings. For example, your recommendations might be applied only to a certain segment of the population. Also, were you able to look at all facets of the problem?
   D. Describe ideas for future research related to your research	

APA 1. References correct – do not "pad" your Reference page with sources you did not cite in the paper. 2. Citations correct - be sure to include page numbers for direct quotes 3. Headings correct 4. Table, Graphs, Figures, and Appendices. 5. Other (spacing, use of numbers, etc.)	
SURFACE ERRORS 1. Mechanics / Grammar 2. Spelling 3. Formal writing style appropriate for research report.	
  # **Total (out of)**	

Grades and Point Requirements

Grades	Percentage
A	92 - 100%
B	82 - 91%
C	72- 81%
D	62 - 71%
F	Below 65%

5. **Student Progress:**
Candidates will be assessed on a continuous basis and will be informed of their progress at least once prior to midterm either through the use of Blackboard or by written feedback on assignments.

6. **Attendance Policy:**
Regular attendance is expected in each class of this course. Candidates are responsible for making-up any missed assignments when they must be absent. Instructor approval is necessary to make-up missed tests or to extend an assignment deadline. The instructor reserves the right to adjust the grade of or refuse to accept late assignments.

7. **Last Date to Drop the Course:** The last day to withdraw from full semester classes or the university can be found in the University academic calendar.

8. **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.

9. **Academic Integrity Statement:** Candidates 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.

10. **Official E-mail:** An official EKU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this EKU e-mail address.

11. **Course Outline:**
Developing an Action Research Proposal
  a. Identifying and refining the research topic
  b. Posing the research questions
  c. Reviewing the literature
  d. Refining the research plan
  e. Implementing the plan
  f. Gathering data
  g. Analyzing and interpreting data
  h. Creating the action research report

Curriculum Change Form

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

Part I

(Check one)	Department Name	Educational Leadership and Policy Studies
_____ New Course (Parts II, IV)	College	Education
_____ Course Revision (Parts II, IV)	*Course Prefix & Number	
_____ Hybrid Course ("S," "W")	*Course Title (30 characters)	
_____ Course Dropped (Part II)	*Program Title	Teacher Leader Endorsement
_____ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
x Program Revision (Part III)		
_____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee		Graduate Council*	11/19/10
Is this a SACS Substantive Change? **Yes****** [ ] **No** X		Council on Academic Affairs	
College Curriculum Committee	January 12, 2010	Approved x Disapproved _____	12/16/10
General Education Committee*		Faculty Senate**	1/10/11
Teacher Education Committee*	9/28/10	Board of Regents**	4/18/11
		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.)

Update the courses for the Teacher Leader Endorsement per EPSB's recommendations

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

Fall 2011

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

B. The justification for this action:

This change is requested due to meeting the Teacher Leader KAR from EPSB.

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**

28. For a new program, provide the catalog description as being proposed.
29. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
30. 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.)

TEACHER LEADER ENDORSEMENT

Pg. 73 2010-11 Graduate Catalog

I. GENERAL INFORMATION t he teacher leader Endorsement is designed to prepare teachers to be essential contributors to the shared leadership in the school. teacher leadership becomes a ground level collaborative to strengthen teacher performance.

II. ADMISSION REQUIREMENTS Candidates will apply for certification admission status as described in the graduate Catalog. Candidates must have completed an initial teaching certification program and have earned a Master's degree. Candidates who completed a Rank II 5th year program prior to December 31, 2010 are waived from the master's degree requirement for admission to the program. In addition, candidates must have earned an overall 3.0 graduate GPA.

III. PROGRAM REQUIREMENTS **Curriculum Requirements Teacher Leader Core ……………....……………….. 15 hours**

~~ETL 800, 801…………………...……………………. 6 hours~~

~~ETL 802 or EPY 869 ……………...……………………. 3 hours~~

~~ElE 810, EMg 810, EMS 850, ESE 863, or SEd 800.... 3 hours~~

~~EAD 869 or EMS 889 or a course approved by the advisor ....3 hours~~

ETL 800…………………...………………….… 3 hours

ETL 801 …………………………………….…… 3 hours

ETL802 ………. ……………....………………..…… 3 hours

ETL 803 …………………………………………. 3 hours

ETL 804...3 hours

IV. EXIT REQUIREMENTS Candidates must earn an overall GPA of 3.0 or higher, with no grade lower than a C. A field-based research project, which culminates in a technology-enhanced presentation, is required in the Capstone Seminar or in a designated course. A portfolio review may be required.

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

Part I

(Check one)		Department Name	Special Education
	New Course (Parts II, IV)	College	Education
	Course Revision (Parts II, IV)	*Course Prefix & Number	
	Hybrid Course ("S," "W")	*Course Title (30 characters)	
	Course Dropped (Part II)	*Program Title	Master of Arts in Education--Special Education
	New Program (Part III)		(Major _X_, Option ___; Minor ___; or Certificate ___)
X	Program Revision (Part III)		
	Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/1/10	Graduate Council*	11/19/10
Is this a SACS Substantive Change? Yes**** ☐ No ☒		Council on Academic Affairs	
College Curriculum Committee	9/28/10	Approved _x_ Disapproved ___	12/16/10
General Education Committee*		Faculty Senate**	1/10/11
Teacher Education Committee*	9/28/10	Board of Regents**	4/18/11
		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.)

1) Revise the Master of Arts in Education in Special Education Program admission requirements for each option
2) Revise course requirements within the Master of Arts in Education in Special Education to meet KY EPSB requirements for Kentucky Teacher Leader Endorsement.

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

Fall 2011

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

Current students must complete the old program no later than January 31, 2013

B. The justification for this action:

The Kentucky Education Professional Standards Board requires that all Master degree programs leading to Rank II be revised to meet the requirements and standards for the Teacher Leader Endorsement. All existing Master Degree/Rank II programs must be closed to new students no later than December 31, 2010.

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**

16.   For a new course, provide the catalog text.
17.   For a revised course, provide the current catalog text with the proposed text using ~~strikethrough~~ for deletions and <u>underlines</u> for additions.
18.   For a dropped course, provide the current catalog text.

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.)

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The Department of Special Education offers graduate programs leading to the Master~s~ of Arts in Education <u>in Communication Disorders</u>, <u>the Master of Arts in Education in Special Education with Teacher Leader Endorsement</u>, Rank II and Rank I, and Director of Special Education. ~~The special education Masters of Arts in Education and teaching certification options are learning and behavior disorders, deaf and hard of hearing, interdisciplinary early childhood education, and communication disorders.~~ <u>Options for the Master of Arts in Education in Special Education with Teacher Leader Endorsement are Learning and Behavior Disorders, Education of the Deaf and Hard of Hearing, and Interdisciplinary Early Childhood Education. In addition, the Department offers the Master of Arts in Education in Communication Disorders. Options for certification programs are Learning and Behavior Disorders, Education of the Deaf and Hard of Hearing, Interdisciplinary Early Childhood Education, and Moderate and Severe Disabilities.</u> The Master of Arts in Education, non-teaching option, is offered in Interdisciplinary Early Childhood Education. Candidates should consult with a graduate advisor for the desired certification program as early as possible.

MASTER OF ARTS IN EDUCATION
Special Education <u>with Teacher Leader Endorsement</u>
CIP Code: 13.1001

I. GENERAL INFORMATION

~~Options in Learning and Behavior Disorders, Deaf and Hard of Hearing, and Interdisciplinary Early Childhood Education.~~ <u>Options for the Master of Arts in Education in Special Education with Teacher Leader Endorsement are Learning and Behavior Disorders, Education of the Deaf and Hard of Hearing, and Interdisciplinary Early Childhood Education.</u>

<u>~~ENTRANCE INTO THE MASTER OF ARTS IN EDUCATION IN SPECIAL EDUCATION (LBD, DHH AND IECE) PROGRAMS LISTED BELOW WILL CLOSE TO NEW STUDENTS DECEMBER 30, 2010. CANDIDATES CURRENTLY ENROLLED OR WHO ENROLL IN THESE PROGRAMS PRIOR TO DECEMBER 30, 2010 MUST COMPLETE THEIR PROGRAM OF STUDY BY JANUARY 1, 2013. PLEASE CONFER WITH YOUR ADVISOR.~~</u>

II. ADMISSION REQUIREMENTS

For clear admission to the MAED program options <u>with Teacher Leader Endorsement</u>, the <u>student</u> ~~following programs~~ must have:
- An undergraduate ~~grade point average of 3.0 overall~~ <u>GPA of 3.0 overall or</u> <u>a</u> 3.0 in the last 60 hours <u>completed</u> ~~and program test requirement of:~~
- Minimum GRE scores of verbal 450, qualitative 350 OR a combined GRE verbal,quantitative score of 800 OR a Miller Analogies Test (MAT) raw score of 389.

Interdisciplinary Early Childhood Education
~~Minimum GRE scores of verbal 400, quantitative 350 **OR** combined GRE verbal, quantitative scores of 750, GPA of 3.0, and an on-demand writing task scored by IECE faculty **OR** Miller analogies test (Mat) raw score of 389, 3.0 GPA and an on-demand writing task scored by IECE faculty **OR** GPA of 2.7 and composite GRE x GPA= 2250 and an on-demand writing task scored by IECE faculty.~~

Learning and Behavior Disorders
~~· Minimum GRE scores of verbal 450 and quantitative 350 **OR** combined GRE verbal, quantitative scores of 800, a GPA of 3.0, and an on-demand writing task scored by LBD Faculty **OR** Miller analogies test (Mat) raw score of 389, GPA of 3.0,   and an on-demand writing task scored by LBD faculty **OR** GPA of 2.7 and composite GRE x GPA= 2400 and an on-demand writing task scored by LBD Faculty~~

Deaf and Hard of Hearing
~~· Minimum GRE scores of verbal 450, quantitative 350 and a GPA of 3.0 **OR** combined GRE verbal, quantitative scores of 800, and a GPA of 3.0.~~

III. PROGRAM REQUIREMENTS
~~**Professional Core*** ....**9 hours**~~
~~EPY 816, 869 ....6 hours~~
~~One of the following: ....3 hours~~
~~EDF 837, 850, 855 or EMS 830.~~
~~**All Options** ....**15 hours**~~
~~**Exit Requirement GRD 877m or 878v.**~~
Teacher Leader Core…………………15 hours
ETL 800, 801, 802, 803 and 804
Teaching Options: Candidates with provisional certification in LBD, DHH, and IECE
Learning and Behavior Disorders (LBD)
Prerequisite (LBD provisional certification)
SED 803, 804, 805, 810, and ~~886~~ **one elective as approved by advisor**.......15 hours
Deaf and Hard of Hearing (DHH)
Prerequisite (DHH provisional certification)
SED 803, 809, 810, 832, and ~~886~~ **one elective as approved by advisor** ......15 hours
Interdisciplinary Early Childhood Education (IECE)
SED 801, 802, 805, 810, and ~~886~~ **one elective as approved by advisor**.......15 hours
Comprehensive Exam
GRD 877m**………………………………………………………………. …0 hours**

Non-Teaching Option: Interdisciplinary Early Childhood Education (IECE)
Prerequisites for entering the IECE option are a bachelor's degree in special education or in a related discipline from an accredited institution. Prerequisite course work (completed or equivalent):
SEdD104 or 575/775; SED 260, CDS 360 or SED 522/722; SED 341 or 590/790; SED 352, 372 or 576/776; SED 518/718; SED 375 or 574/774 or documented successful work experience with pre-school children with disabilities approved by the academic advisor.
Teacher Leader Core…………………15 hours
ETL 800, 801, 802, 803 and 804
Interdisciplinary Early Childhood Education (IECE)
SED 801, 802, 805, 810, and ~~886~~ elective as approved by advisor...........................15 hours
Comprehensive Exam
GRD 877m**………………………………………………………………. …0 hours**
~~**Program Requirements** ....**30 hours**~~
~~**Core** ....**15 hours**~~
~~**Electives*** ....**6 hours**~~
~~**Note**: graduate candidates who have completed a graduate course in research in Education, tests and Measurements, and/or cultural~~
~~diversity and linguistic differences would select with their advisor a replacement Professional Education course from the list for the~~
~~Rank II and I Professional Education listing courses. *SPLASH training will not be counted in the MAED in Special Education.~~

IV. EXIT REQUIREMENTS
The following are exit requirements for Master of Arts in Education in Special Education candidates:
Program GPA: Candidate must earn an overall GPA of 3.0 or higher, with no grade below a C.
Research Requirement: An action research project which culminates in a satisfactory written research report and oral presentation is required in the Capstone Course (ETL 804).
Comprehensive Examinations: Candidate must pass written comprehensive examination (GRD 877m).

EASTERN KENTUCKY UNIVERSITY
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College of Arts and Sciences   105 Roark Building
Office of the Assistant Dean   521 Lancaster Avenue
Academic and Student Affairs   Richmond, Kentucky 40475-3102
                                                          (859) 622-8140 Fax (859) 622-1451
                                                                   Deborah.Core@eku.edu

TO: **Council on Academic Affairs**

From: **Dr. Deborah Core, Interim Assistant Dean**
               College of Arts and Sciences

               Dr. John Wade, Dean
               College of Arts and Sciences

DATE: **December 2, 2010**

SUBJECT: Agenda items for 12-16-2010 Council on Academic Affairs Meeting

The College of Arts and Sciences submits the following agenda items for consideration at the November 18, 2010 meeting of the Council on Academic Affairs.

AGENDA

Department of Anthropology, Sociology & Social Work
New Course
SOC 462 (Sociological Theory) - Change the title and course description of Sociological Theory I – Classical Writers (SOC 460) to reflect it being merged with Sociological Theory II – Contemporary Writers (SOC 461), which is to be dropped (see other form).

Program Revision
Sociology B.A.- Drop SOC 460 and 461 from program listing. Add new course SOC 462. Reduce the total number of sociology credits needed for a degree from 36 to 30. Reduce the number of upper division elective credit hours required by sociology majors from 15 to 12. Increase the Free Electives from 35 to 41.

Dropped Course
SOC 460 (Sociological Theory I – Classical Writers)
SOC 461 (Sociological Theory II – Contemporary Writers)

Department of Art & Design
Course Revision
ARH 390 (Survey of Art History I, Non-Western) - Add "Native Americas" to course description
ARH 463 (Problems in Art History) – Add departmental approval' to 'approval' of proposal by department
ARH 465 (History of Graphic Arts) - Add the prerequisite of ARH 390, Survey of Art History I: Non-Western Art
ARH 492 (Greek and Roman Art) - Add the prerequisite of ARH 391, Survey of Art History II: Western Art
ARH 493 (Medieval Art) - Add the prerequisite of ARH 391, Survey of Art History II: Western Art
ARH 496 (Nineteenth Century Art) - Add the prerequisite of ARH 390
ARH 497 (History of Modern Art) - Add the prerequisite of ARH 390, Survey of Art History I: Non-Western Art.

New Course
ARH 464 (Renaissance and Baroque) - Create an undergraduate elective in the art history of the Renaissance and Baroque periods

Dropped Courses
ARH 594/794 (Italian Renaissance Art)- Following up on changes and additions in the Art & Design department's art history curriculum
ARH 595/795 (Baroque and Rococo Art) - Following up on changes and additions in the Art & Design department's art history curriculum

Program Revision

ART/STUDIO OPTIONS (B.F.A.) - Make editorial changes, drop courses ARH 594 and 595, and add new course ARH 464.

ART (B.A.)- Separate Art Ed. and Liberal Art Options to create a 120 credit hour Liberal Art Option. 2. Change ART 360, 460 to AED 360, 460. 3.Add ART 560. 4. Drop ARH 594 and 595. 5. Add ARH 464.

Minor in Art (Art History) - Add the list of courses available for the minor

Department of Computer Science
Course Revision
CSC 350 (Principles of Programming Languages) - Update the prerequisites of CSC350 to reflect current course offerings
CSC 370 (Computer Architecture) - Update the prerequisites of CSC370 to reflect current course offerings
CSC 400 (Operating Systems) - Update the perquisites of CSC400 to reflect current course offerings.
CSC 460 (Computer Network & System Administration) - Update the prerequisites of CSC460 to reflect current course offerings

New Course
CSC 332 (Digital Storage Device Forensics)- Create a new course for computer forensics and security students that teaches the digital storage forensics

Program Revision
Computer Science: BS- Update changes in course offerings in departmental and supporting courses. Prepare Computer Forensics and Security option for Accreditation.

Minor in Computer Science- Update Minor with current course offerings

Department of English & Theatre
Course Revision
ENG 806 (Topics in Modern Rhetoric:_____)-Remove the pre-requisite of ENG 510 or 710 or equivalent.
ENG 515 (English as Second Language)- Make ENG 510, Introduction to Linguistic Theory, a prerequisite for ENG 515, English as a Second Language
ENG 715 (English as Second Language) - Make ENG 710, Introduction to Linguistic Theory, a prerequisite for ENG 715, English as a Second Language

Department of History
Editorial Change
HIS 302 (Research Topics in History: _____) - To change the number of the prerequisite or corequisite in each course description from HIS 201 to HIS 290.

Course Revision

HIS 312 (Independent Study in History: _____)- To change the number of HIS 312 to HIS 312A so that the course will be accurately distributed by Degree Works within the three areas of study of the History Major. This course revision will be done in conjunction with the creation of HIS 312B and HIS 312C.

New Course
HIS 312B (Independent Study in History: _____) - To add a new course designation of HIS 312B so that the Independent Study course already in existence will be accurately distributed by Degree Works within the three areas of study of the History Major. This will be done in conjunction with a course revision to create HIS 312A and the addition of HIS 312C.
HIS 312C (Independent Study in History: _____) - To add a new course designation of HIS 312C so that the Independent Study course already in existence will be accurately distributed by Degree Works within the three areas of study of the History Major. This will be done in conjunction with a course revision to create HIS 312A and the addition of HIS 312B.

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

Part I

(Check one)	Department Name	Anthropology, Sociology, and Social Work
x New Course (Parts II, IV)	College	Arts & Sciences
Course Revision (Parts II, IV)	*Course Prefix & Number	SOC 462
Hybrid Course ("S," "W")	*Course Title (30 characters)	Sociological Theory
Course Dropped (Part II)	*Program Title	Sociology
New Program (Part III)		(Major __X__, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/16/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [x]		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved _____ 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.)

Create new course (SOC 462) to reflect the merging of Sociological Theory I- Classical Writers (SOC 460) and Sociological Theory II – Contemporary Writers (SOC 461), which are to be dropped (see other form). The new course title will simply be "Sociological Theory."

A. 2. Effective date: (Example: Fall 2001): Fall 2011

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

B. The justification for this action:

In order to streamline its upper division offerings, the faculty decided that both sections of theory can be reduced to one course. This will make room for our instructors to teach courses related to their sub-disciplinary specialties.

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

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: Normal

Library Resources: Usual

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 <u>underlines</u> for additions. 3. For a dropped course, provide the current catalog text.
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.) **<u>SOC 462 Sociological Theory (3) I.</u>** <u>Prerequisite: nine hours in SOC.</u> <u>Sociological Theory begins with an examination of early developments in sociological theory, including a definition of the field and the formation of schools of thought. It continues with a survey of contemporary theories built upon classical models as well as new approaches focused on issues unaddressed in the classical school.</u>

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 <u>underlines</u> 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)*
SOC	462	Fall 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS	ANSW

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
	Lecture _____ Laboratory _____ Other _____	Cip Code (first two digits only) 45

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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.	nine hours in SOC.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

SOC*462 - 001 - Sociological Theory*
Eastern Kentucky University
College of Arts and Sciences
Department of Anthropology, Sociology, and Social Work
Three Credits / Prerequisite: 9 hours in Sociology

Days/Time/Place: Tuesday / Thursday, 8:00-9:15am, Keith 229
Instructor: Paul Paolucci, Ph.D.
Office/Hours: Keith Building, Room 107 **/** Tues & Thurs: 7-8am, 9:30-11am, 3:30-4:30pm
E-mail: paul.paolucci@eku.edu **/ Phone:** 622-6780
Program website: www.sociology.eku.edu

Required Texts:

Ritzer, George. 2011. *Sociological Theory*. Eighth Edition. Boston: McGraw Hill.
Additional readings are available through links on Blackboard.

COURSE DESCRIPTION

Sociological Theory (SOC 462) begins with an examination of early developments in sociological theory, including a definition of the field and the formation of schools of thought. It continues with a survey of contemporary theories built upon classical models as well as new approaches focused on issues unaddressed in the classical school.

COURSE CONTENT& OBJECTIVES

This course begins with an examination of social thought that influenced early sociological ideas (Frederich Nietzsche and Nicolo Machiavelli), proceeds to the core ideas in classical sociological theory (Emile Durkheim, Karl Marx, Max Weber, and Georg Simmel), and concludes with several traditions in contemporary sociology theory that build upon classical ideas (structural functionalism, neo-Marxism, symbolic interactionism) or fill the gaps classical theorists left open (e.g., feminist theory, queer theory). Each tradition is put in historical context and discussed in reference to work and ideas they have inspired in the study of modern life.

STUDENT LEARNING OUTCOMES

There are several expected student learning outcomes from this course. Students will be able to do the following:

- Identify the different traditions in sociological thought.

- Identify the thinkers associated with the different traditions.

- Compare and contrast how different concepts approach similar empirical realities.

- Apply theories to real world events and data.

- Evaluate the applicability and value of various theories in interpreting and explaining real world events and data.

TESTING AND GRADING

There are 900 points in the class. This includes six exams (100 points each) two papers (100 points each), and participation points (up to 100). Exams are: **September 1** (Exam I), **September 21** (Exam II), **October 14** (Exam III), **November 2** (Exam IV), **November 18** (Exam V), and **December 14** (Final Exam). The breakdown of scores is as follows:

900-810 = A   809-720 = B   719 - 630 = C   629-540 = D   539 and below = F

Make-up Exams. If you know you will miss an exam, taking it before the scheduled date is preferable. Contact me if you need to make prior arrangements. You have one week to make arrangements for a make-up after a missed exam, providing you have an excused absence.

Participation: Quizzes and Attendance. Each student starts the course with 100 points for participation. Each failed quiz will result in 5 points deducted from your participation score. Each non-excused will also result in the loss of 5 points from your participation grade. However, if you have 6 or more unexcused absences, you may be failed from the course. The following are reasons for excusable absences: illness or illness in the immediate family; death of immediate family member; academic trips; major religious holidays; reasonable needs at the instructor's discretion.

Papers. Students should pick *two of four* theoretical traditions and write a paper on them. The papers you can write and the days they are due are as follows:

Paper I – Choose from:

Durkheim or Marx: October 5
Weber or Simmel: November 4

Paper II – Choose from:
Structural functionalism or Neo-Marxism: November 18
Post-Structuralism/Post-Modernism or Feminism: December 7

Given that you have ample advance notice to begin work on your papers, extensions will only be granted in the most extraordinary of circumstances. **Late Submittals**: If you have problems with the timing of a class or assignment, see me beforehand and we will make accommodations. Papers turned in late without prior notification and approval will not be accepted.

Student Progress: Students should keep a record of their grades as the semester progresses. They can calculate their current grade by dividing pointed received by points attempted. At the mid-term period of the semester, students' grades will be posted. Before and after this period, they may contact me for questions about their grade via email or during office hours.

WITHDRAWING FROM CLASS

The last day to drop the course without receiving a "W" is available in the *Colonel's Compass* at www.eku.edu/compass

DISABILITIES AND REASONBLE ACCOMMODATIONS

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 me to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Services Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in an alternative format.

ACADEMIC INTEGRITY

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. Cheating, including exams or papers, will automatically result in failure from the course (see plagiarism policy toward the end of the syllabus).

COMMUNICATIONS AND EMAIL

An official EKU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this EKU e-mail address.

SCHEDULE OF CLASSES

Week One
August 24 - Introduction to course

August 26 – Chapter 1, A Historical Sketch of Sociological Theory: The Early Years

Week Two
August 31 - Pre-Sociological Thought: Niccolo Machiavelli and Friedrich Nietzsche

Blackboard: "The Mayberry Machiavellians in Power"

Links: Friedrich Nietzsche
http://www.pitt.edu/~wbcurry/nietzsche.html - go through the various links here
http://en.wikipedia.org/wiki/Friedrich_Nietzsche
http://plato.stanford.edu/entries/nietzsche/

September 2 - Pre-Sociological Thought: Friedrich Nietzsche

Links: Friedrich Nietzsche
http://www.pitt.edu/~wbcurry/nietzsche.html - go through the various links here
http://en.wikipedia.org/wiki/Friedrich_Nietzsche
http://plato.stanford.edu/entries/nietzsche/

Review for Exam I

Week Three
September 7 - **Exam I**

September 9 – Go over exam.
           Introduce Emile Durkheim

Week Four
September 14 - Durkheim - "What is a Social Fact?"
http://www.generation-online.org/p/fpdurkheim1.htm
http://www.faculty.rsu.edu/~felwell/TheoryWeb/readings/DurkheimFactForm.html

Durkheim - Rules of Sociological Method
http://varenne.tc.columbia.edu/bib/texts/durkheim_rules_chap5.html

September 16 – Chapter 3, Emile Durkheim

Review for Exam II

Week Five
September 21 - **Exam II**

September 23 – Go over exam.
           Introduce Karl Marx

Week Six
September 28 – Marx's Historical Materialism

Letter to Annenkov
http://www.marxists.org/archive/marx/works/1846/letters/46_12_28.htm

Manifesto of the Communist Party
http://www.marxists.org/archive/marx/works/1848/communist-manifesto/

September 30 – Chapter 2, Karl Marx

Week Seven
October 5 – Marx's Political Economy

Fetishism of Commodities
http://www.wsu.edu:8080/~dee/MODERN/FETISH.HTM

October 7 – Finishing Marx.
           Review for Exam III.

Week Eight
October 12 – University holiday – No class

October 14 – Exam III

Week Nine
October 19 – Go over exam.
> Introduce Max Weber

Objectivity in the Social Sciences / For a Value Free Sociology
http://www.marxists.org/reference/subject/philosophy/works/ge/weber.htm
http://www.criticism.com/md/weber1.html

October 21 - Chapter 4, Max Weber

Stratification in Modern Society - Class Status and Power
http://www.camden.rutgers.edu/~wood/Theory/weber-strat-charisma.htm
http://ssr1.uchicago.edu/PRELIMS/Theory/weber.html
http://www.bolenderinitiatives.com/sociology/max-weber-1864-1920/max-weber-class-status-and-power

Weber and The Rationalization of Modern Society

"Bureaucracy"
http://www.humanities.mq.edu.au/Ockham/y64l09.html
http://www.analytictech.com/mb021/bureau.htm
http://www.busting-bureaucracy.com/excerpts/weber.htm

Week Ten
October 26 – Chapter 5, Georg Simmel

October 28 - Georg Simmel

Formal Sociology
http://www.bolenderinitiatives.com/sociology/georg-simmel-1858-1918/georg-simmel-formal-sociology

Formal Sociology
http://media.pfeiffer.edu/lridener/DSS/Simmel/SIMMELW2.HTML

Social Types
http://media.pfeiffer.edu/lridener/dss/Simmel/SIMMELW3.HTML

The Dialectic of the Individual and Society
http://www.bolenderinitiatives.com/sociology/georg-simmel-1858-1918/georg-simmel-dialectic-individual-and-society

The Significance of Numbers in Social Life
http://media.pfeiffer.edu/lridener/dss/Simmel/SIMMELW5.HTML

Review for Exam IV

Week Eleven
November 2 - Exam IV

November 4 – Go over exam.
> Chapter 6, A Historical Sketch of Sociological Theory: The Later Years

Week Twelve

November 9 – Chapter 7, Structural Functionalism, Neofunctionalism, and Conflict Theory

November 11 – Chapter 8, Varieties of Neo-Marxian Theory

Week Thirteen

November 16 – Chapter 10, Symbolic Interactionism
                Review for Exam V

November 18 – Exam V

Week Fourteen

November 23 – Go over exam.
                Chapter 13, Contemporary Feminist Theory

November 25 – Thanksgiving Holiday – No class

Week Fifteen

November 30 – Chapter 15, Contemporary Theories of Modernity
                Chapter 16, Globalization Theory

December 2 – Chapter 17, Structuralism, Poststructuralism, and the Emergence of Postmodern Social Theory

Week Sixteen

December 7 – Chapter 18, Cutting-Edge Developments in Contemporary Theory

December 9 – Review for Final

Final Exam: December 12, 10:30

<center>**Format for Papers**</center>

Your papers should follow the directions outlined below.

1.**Coversheet**. Provide the title of your presentation (What are you writing on? Do you have a theme or subtext?), your name, date, and total points the assignment is worth.

2. **Body of Paper**. Next is page 1. It should be in 12 point font, double spaced with 1 inch margins. Write from top to bottom; make it a *full page* of discussion. Papers should be at least *five full pages*.

> (a) Be thoughtful and careful. Focus on a few major themes and provide your own examples to demonstrate them. Do not summarize chapters and do not waste space with biographical detail of the theorist.
> (b) Discuss how the concepts you focus on were used by the theorist and what applicability, if any, such ideas still have for our world today. Finally, discuss what an individual might learn from using a theorist's ideas for understanding their own experiences.
> (c) Cite relevant sources.

3. **Citations and References**. Make sure that you appeal to *sociological literature*, which you can find in journals at the university library, through the service EBSCOHOST at the library's website, or in books on the library shelves. Follow these guidelines for citations and references:

> (a) Any texts, ideas, and information not your own should be cited to avoid plagiarism.
> (b) When citing general ideas, list the name and year (Cook 1990).
> (c) In citing specific concepts, facts, or stats, list name, year & page number (Cook 1990: 35).
> (d) Quotes longer than 2 sentences should be offset by indentations & single spacing. Provide author, year and page number *after* concluding quotation marks but before the final period in the sentence, E.g., "blah, blah, blah" (Simmel 1901: 51).
> (e) Work several quality sources into your narrative.
> (f) Your four (or more) primary sources should be from scholarly books and/or peer-reviewed academic journals.
> (g) If you use secondary sources, make sure they are trustworthy and of high quality.
> (h) *Do not use Wikipedia*, *Webster's*, or anonymous internet sources.
> (i) Do not rely on class notes as a primary source.

4. **Bibliographic Page**. The final page should be a list of works cited. Include the article(s) and the book(s) you make reference to in your discussion. Refer to the ASA format here http://www.calstatela.edu/library/bi/rsalina/asa.styleguide.html if you have questions.

5. **Footnote and Endnotes**. You may either one, but use that style consistently. Place your internet sources here (i.e., websites you may have consulted but not papers and articles whose copies you found online).

6. **Final Product**. Turn in all of our sources and your final paper into me in a folder on the day it is due.

7. **Get started early!!**

HOW TO FIND LITERATURE

There are several methods you can and should use to find research and literature.

1. Is your topic discussed in your textbook? If so, look at the literature your textbook cites and "cross reference" this.

2. You can also cross reference using other books and articles you find. For example, you might find a book on your topic but the book itself is not particularly useful or interesting. However, it still might cite literature on your topic. Cross-reference this material and look for it through several tools listed below.

3. The library website as a tool called EBSCOHOST.
Go here: http://www.library.eku.edu/
Click on "Articles" - Click on "Academic Search Premier."

This will bring up the EBSCOHOST page. At "Find" you can enter in authors, titles, keywords (which is most effective), and also narrow down your search by altering the "select a field." Try using one or more of the following: "All text" (will search for the words anywhere in an article), "Author" (will find all articles by author(s) of that name), "Title" (will search for the word your provide in titles), "Subject Terms" (will find all articles with terms you use in its subject list), "Abstract" (will search all abstracts – summaries of articles – for the terms you use), and "Journal Name" (will search for all journals with the terms you use, e.g. "sociology").

If you find an article and it is available, the library will let you print off your own copy.

4. Using the internet. Should you appeal to this resource, there are some guidelines. First, many reputable data gathering agencies exist and you can find their webpages easily. Make sure to cite the organization in your work. *However, simple discussions or summaries of issues by others are not particularly good sources.*

Here are some tips to using the internet to track down literature.

Go to www.google.com
Go to "advanced search"
Fill in the various boxes with keywords and if you have an "exact phrase", this will help.

Also, put in the words "sociology" and, even, "syllabus". The term "sociology" should help you find pages where sociologists discuss the issue and "syllabus" will sometimes direct you to professors who teach classes on the specific topic you are interested in. Here, you can look over their syllabus and see if they assign articles or books that you might be interested in. Then, you can go back to EBSCOHOST or our library to see if the resource is available.

5. The library basement has a host of journals and material on its shelves. Sometimes, these journals are available electronically through the library webpage.

NOTE: **Wikipedia *will not* be considered a good primary source**. DO NOT CITE THIS NOR SHOULD YOU CITE ANONYMOUS WEBPAGES. IN FACT, THE FEWER WEBPAGES YOU CITE THE BETTER.

GO HERE for advice on quality literature:
http://www.library.cornell.edu/olinuris/ref/research/skill26.htm

Grades for Papers

A. Papers will begin with 100 points if they (a) use four or more sources from outside the class (these should be academic journal articles or scholarly books); (b) address central concepts from the theorist; (c) discuss how their work remains relevant to contemporary issues in sociology.

B. Papers will begin with 89 points if they (a) use three sources from outside the class (these should be academic journal articles or scholarly books); (b) address central concepts from the theorist; (c) discuss how their work remains relevant to contemporary issues in sociology.

C. Papers will begin with 79 points if they (a) use only two sources from outside the class; (b) address central concepts from the theorist; (c) discuss how their work remains relevant to contemporary issues in sociology.

D. Papers will begin with 69 points if they (a) use only one source from outside the class and do only one of the following: (b) address central concepts from the theorist; (c) discuss how their work remains relevant to contemporary issues in sociology.

F. Papers that use no sources from outside the class, do not address central concepts from the theorist, and fail to discuss how their work remains relevant to contemporary issues in sociology will not receive a passing grade.

Zero. Any paper citing only internet sources. Again, finding original articles through a journal's website is not "an internet source" (i.e., simply a blog or website). Many journals will post their original articles online and you can use these just as if you found them on the library shelf.

Advice and Other Suggestions

Be thoughtful and careful. You are allowed to be critical of an author, but you are under the obligation to provide logical reasons, alternative explanations and data that supports competing views. If you have a largely positive opinion of an author, make that the majority of your discussion, but don't forget to provide some critical comments on minor problems or how the theorist's ideas could have been improved. If your opinion is largely negative, make sure to mention what you did like about their ideas or how they might be better appreciated by a different audience. It is important to keep in mind other stylistic concerns too. Writing is neither and yet both an art and a science. It is very hard for some and it comes easily for others. The writer has two central duties in these papers: 1. Provide a *succinct* recap of the contents of the work you are writing about; 2. Discuss and evaluate the same material. *You should not simply summarize the material as it is found in the reading*.

CHEATING AND PLAGIARISM

Students are 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.

Plagiarism is the use of a fact, quote, or idea, other than one's own, without proper attribution. This means *any claim, statement, or concept you use that is not yours originally should be cited*. For this class, if you use exact phrases or sentences, *you must put them in*

quotation marks. And, any such attribution necessarily must include a reference of the citation in the text - e.g. (Coser 1965:188), plus a full bibliographic / works cited entry at the end of the work. If you find a reference from an internet source, your best recourse is to find the original on the shelf or to make a hard copy of the original and study it as one would an original text. Or, if you choose to use such sources, make sure to provide "quotation marks" and sources (Smith 1989:23) and provide a full bibliographic entry (websites will require their internet address). Given these warnings, ***any failure to abide by these stipulations will automatically result in failure from the course***. Second and third cases will be forwarded to the Committee on Academic Practices.

<u>CODE OF CONDUCT</u>

All rules and regulations set forth in the current edition of the EKU's Code of Student Conduct will be subject to enforcement in this course. It is the student's responsibility to obtain a copy of this publication. Students are expected to behave like adults - politeness and deference to your peers is expected. Other rules for this classroom include: 1. Do not interrupt class by habitually arriving late. 2. If you miss a class, you may only make up the material if you have an excused absence. 3. Material is expected to be handed in on time. 4. Cell phones *are not* class material. *Do not* take them out, put them on your desk, and leave them turned off unless you are awaiting urgent news. If you are expecting an emergency, please let me know. I reserve the right to dismiss students whose cell phones ring in class.

Curriculum Change Form
Course Drop

Department Name	ANSW
College	Arts and Sciences

Proposal Approved by:	Date		Date
Departmental Committee:	___9/16/10_____	Graduate Council*	_____
College Curriculum Committee:	__11/29/10_____	Council on Academic Affairs	_____
General Education Committee*:	_____	Approved ___ Disapproved ___	
Teacher Education Committee*	_____		
*If Applicable (Type NA if not applicable.)			

Completion of A and B is required:

A. Effective date: (Example: Fall 2009)

Fall 2011

B. The justification for this action: (course no longer taught/comment if other)

Contingent upon the creation of SOC 462 being accepted, we need to drop Sociological Theory I – Classical Writers and Sociological Theory II – Contemporary Writers from the course catalog.

List all courses to be dropped

Prefix	Number	Title	Comments:
SOC	461	Sociological Theory II – Contemporary Writers	
SOC	460	Sociological Theory I – Classical Writers	

For Registrar Office Use Only:	Date:	Initial:	
Copy Sent to: Graduate Council	_____	_____	Version 1.2 02/26/09

ANSW Page 14

For Registrar Office Use Only:	Date:	Initial:	
Copy Sent to: Graduate Council	_____	_____	Version 1.2 02/26/09

ANSW Page 15

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

Part I

(Check one)	Department Name	Anthropology, Sociology, Social Work
___ New Course (Parts II, IV)	College	Arts & Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Sociology B.A.
___ New Program (Part III)		(Major _X_, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/16/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved _x_ Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

Drop SOC 460 and 461 from program listing. Add new course SOC 462. Reduce the total number of sociology credits needed for a degree from 36 to 30. Reduce the number of upper division elective credit hours required by sociology majors from 15 to 12. Increase the Free Electives from 35 to 41.

A. 2. Effective date: (Example: Fall 2001): Fall 2011

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

B. The justification for this action: When the university reduced its number of total credit hours required, the sociology program later followed this lead. However, in order to continue efforts at retention, we realized we should have reduced the total credit hours we required. In addition, we are streamlining our upper division courses by combining our two theory courses into one. Thus, we need to lower the total number of credits for both the major and the number of upper division electives that are required and increase the number of free electives.

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: Usual

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 <u>underlines</u> for additions. 3. For a dropped course, provide the current catalog text.
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.)

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 <u>underlines</u> for additions.)   **Sociology B.A.** **CIP Code: 45.1101** **Major Requirements**...~~36 hours~~ <u>**30 hours**</u> SOC 131, 232, 395, <u>462</u> ~~460, 461,~~ and 470; a minimum of three hours from SOC 420, 425, 463, 465; and ~~15~~ <u>12</u> hours of sociology electives, ~~12~~ <u>9</u> of which must be upper division hours. General Education Requirements.................................48 hours Standard General Education program. Refer to Section Four of this Catalog for details on the General Education and University requirements. University Requirement..1 hour A SO 100. Free Electives...~~35 hours~~ <u>41 hours</u> 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)	Department Name	Art & Design
___ New Course (Parts II, IV)	College	Arts and Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	ARH 390
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Survey of Art History I, Non-Western
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	**NA**
Is this a SACS Substantive Change? **Yes****** ___ **No** **X**		Council on Academic Affairs	
College Curriculum Committee	11/29/2010	Approved ___ Disapproved ___	
General Education Committee*		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 add "Native Americas" to course description.

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

Fall 2011

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

NA

B. The justification for this action:

The course content includes native American art and should be included in course description.

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 <u>underlines</u> for additions. 3. For a dropped course, provide the current catalog text.
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.) **ARH 390 Survey of Art History I: Non-Western Art. (3) I, II.** Prerequisites: ENG 102 or ENG 105 (B) or HON 102; ART 164 or ART 200. Study of the arts of Asia, Africa, ~~and~~ Oceania<u>, and Native Americas</u>. Credit will not be awarded for both ARH 390 and ART 390. Gen. Ed. VII (AH).

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 <u>underlines</u> 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)*
ARH	**390**	**Fall 2011**	AS **X** JS ___ BT ___ EM ___ ED ___ PC ___ HS	**ARTD**

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study ___	Data entry person _____
		Practicum ___	

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

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

Course Prefix and No.	
Course Prefix and No.	

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

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

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Art & Design
___ New Course (Parts II, IV)	College	College of Arts & Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	ARH 463
___ Course Dropped (Part II)	*Course Title (30 characters)	Problems in Art History
___ New Program (Part III)	*Program Title	
___ Program Revision (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved ___ 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: To include both prerequisites ARH 390 and ARH 391 for this course and change "departmental approval' to 'approval of proposal by department."

A. 2. Effective date: Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students:

B. The justification for this action: To apply a consistent standard for both art history surveys, ARH 390 and 391, being the only prerequisites for all upper-division art history electives and to clarify the admission requirement for independent studies consistent with ART 463.

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 <u>underlines</u> for additions. 3.   For a dropped course, provide the current catalog text.
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.) **ARH 463 Problems in Art History. (<u>1</u>-3). A.** ~~Prerequisite~~ <u>Prerequisites: ARH 390 and</u> ARH 391 <u>or ART 390 and ART 391</u> ~~or departmental approval~~ <u>and approval of proposal by department</u>. Limited to seniors. Continuation of study begun in regular departmental courses. May be taken to a maximum of nine hours.

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

1.   For a new program, provide the catalog description as being proposed. 2.   For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions. 3.   For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.
New or Revised* Program Text (*Use ~~strikethrough~~ for deletions and <u>underlines</u> 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)*
ARH	463	Fall 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS	ARTD

Credit Hrs.	Weekly Contact Hrs. 1-3		Repeatable Maximum No. of Hrs. 9 Hrs.
1-3	Lecture ___ Laboratory ___ Other X		Cip Code (first two digits only)

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
3			FR ___ JR ___ SO ___ SR X
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study X	Data entry person _____
		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 ˉ.)

Course Prefix and No.	Prerequisites: ARH 390 and ARH 391 or ART 390 and ART 391 or departmental approval and approval of proposal by department.
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	Art & Design
___ New Course (Parts II, IV)	College	Arts & Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	ARH 465
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	History of Graphic Arts
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** x		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved ___ 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.)

Add the prerequisite of ARH 390, Survey of Art History I: Non-Western Art.

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

Fall 2011

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

B. The justification for this action:

To apply a consistent standard for both art history surveys, ARH 390 and 391, being the only prerequisites for all upper-division art history electives.

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

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.)

ARH 465 History of Graphic Arts. (3) I, II.
Prerequisites: ARH <u>390 and</u> 391 <u>or ART 390 and 391</u> <u>or departmental approval</u>.
The history of the reproducible image in Western Art, from the introduction of printing and typography in the 15th
century, through the advent of photography and the emergence of the modern graphic design profession.

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 <u>underlines</u> 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)*
ARH	465	Fall 2011	AS xxx JS ___ BT ___ EM ___ ED ___ PC ___ HS	ARTD

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: Check all applicable

    Thesis ___
    Internship ___
    Independent Study ___
    Practicum ___

FOR BANNER USE ONLY

Date of data entry _____

Data entry person _____

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

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

Course Prefix and No.	
Course Prefix and No.	

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

Course Prefix and No.	ARH 390 and 391 or ART 390 and 391 or departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Art & Design
___ New Course (Parts II, IV)	College	Arts & Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	ARH 492
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Greek and Roman Art
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☐		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved ___ 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.)

Add the prerequisite of ARH 391, Survey of Art History II: Western Art.

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

Fall 2011

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

B. The justification for this action:

To apply a consistent standard for both art history surveys, ARH 390 and 391, being the only prerequisites for all upper-division art history electives.

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

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.)

ARH 492 Greek and Roman Art. (3) A. Prerequisites: ARH 390 <u>and 391 or ART 390 and 391</u> or departmental approval.
Study of the history of the classical Greek and Roman architecture, sculpture, and painting from the beginnings of Greek art to the time of Constantine..

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 <u>underlines</u> 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)*
ARH	492	Fall 2011	AS xxx JS _____ BT _____ EM _____ ED _____ PC _____ HS	ARTD

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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.	ARH 390 and 391 or ART 390 and 391 or departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)	Department Name	Art & Design
New Course (Parts II, IV)	College	Arts & Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	ARH 493
Hybrid Course ("S," "W")	*Course Title (30 characters)	Medieval Art
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved 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.)

Add the prerequisite of ARH 391, Survey of Art History II: Western Art.

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

Fall 2011

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

B. The justification for this action:

To apply a consistent standard for both art history surveys, ARH 390 and 391, being the only prerequisites for all upper-division art history electives.

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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.

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.)

ARH 493 Medieval Art. (3) A. Prerequisites: ARH 390 <u>and 391 or ART 390 and 391</u> or departmental approval. Development of art in Eastern and Western Europe from 313-1400 AD.

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 <u>underlines</u> 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)*
ARH	493	Fall 2011	AS x JS ____ BT ____ EM ____ ED ____ PC ____ HS	ARTD

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 ˉ.)

Course Prefix and No.	ARH 390 <u>and</u> 391 or ART 390 and 391 or departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)		Department Name	Art & Design
	New Course (Parts II, IV)	College	College of Arts & Sciences
X	Course Revision (Parts II, IV)	*Course Prefix & Number	ARH 496
	Course Dropped (Part II)	*Course Title (30 characters)	Nineteenth Century Art
	New Program (Part III)	*Program Title	
	Program Revision (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
	Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	NA
Is this a SACS Substantive Change?	**Yes*** [ ] **No** [X]	Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approvd _____ 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: Add the prerequisite of ARH 390.

A. 2. Effective date: Fall 2011

A. 3. Effective date of suspended programs for currently enrolled students:

B. The justification for this action: To apply a consistent standard for both art history surveys, ARH 390 and 391, being the only prerequisites for all upper-division art history electives.

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 <u>underlines</u> for additions. 3.   For a dropped course, provide the current catalog text.

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.)
ARH 496 Nineteenth Century Art. (3). A. ~~Prerequisite~~ <u>Prerequisites: ARH 390 and</u> ARH 391 <u>or ART 390 and 391</u> or departmental approval. Study of major artistic styles of the century, including neoclassicism, romanticism, realism, impressionism, and post-impressionism.

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 <u>underlines</u> 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)*
ARH	496	Fall 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS	ARTD

Credit Hrs.	Weekly Contact Hrs. 3		Repeatable Maximum No. of Hrs. ___
3	Lecture X 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**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study ___	Data entry person _____
		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.	Prerequisites: ARH 390 and ARH 391 <u>or ART 390 and 391</u> or departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Art & Design
___ New Course (Parts II, IV)	College	Arts & Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	ARH 497
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	History of Modern Art
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [x]		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved ___ 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.)

Add the prerequisite of ARH 390, Survey of Art History I: Non-Western Art.

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

Fall 2011

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

B. The justification for this action:

To apply a consistent standard for both art history surveys, ARH 390 and 391, being the only prerequisites for all upper-division art history electives.

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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.

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.)
ARH 497 History of Modern Art. (3) A
Prerequisites: ARH <u>390 and</u> 391 <u>or ART 390 and 391</u> or departmental approval.
A specialized study of art and architecture in Europe and America from the late nineteenth to the late twentieth century..

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 <u>underlines</u> 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)*
ARH	497	Fall 2011	AS xxx JS ___ BT ___ EM ___ ED ___ PC ___ HS ___	ARTD

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis	Date of data entry ___
		Internship	
		Independent Study	Data entry person ___
		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 ˉ.)

Course Prefix and No.	ARH 390 and 391 or ART 390 and 391 or departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)	Department Name	Art & Design
X New Course (Parts II, IV)	College	Arts & Sciences
Course Revision (Parts II, IV)	*Course Prefix & Number	ARH 464
Hybrid Course ("S," "W")	*Course Title (30 characters)	Renaissance and Baroque Art
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	October 1, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved ____ 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.)

Create an undergraduate elective in the art history of the Renaissance and Baroque periods.

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

Fall 2011

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

NA

B. The justification for this action:

Following up on the revision of ARH 391 to a survey of Western art, and in conformity with current standards of the discipline, this course will add the Renaissance and Baroque to a full array of upper-level elective art history courses that subdivide the content of the survey into more specialized sub-chronologies for the purpose of advanced study.

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

Personnel Impact: None; the change can be accommodated with current staffing.

Operating Expenses Impact: None; the change can be accommodated with current budgets.

Equipment/Physical Facility Needs: None; the change can be accommodated with current resources.

Library Resources: None; the change can be accommodated with current holdings.

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.

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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.

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.)

<u>ARH 464, Renaissance and Baroque Art. (3) A.</u> <u>Prerequisite: ARH 390 and 391 or departmental approval. An in-depth study of representative aspects of the painting, sculpture, and/or architecture of Europe between 1400 and 1750.</u>

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 <u>underlines</u> 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)*
ARH	464	Fall 2011	AS xxx JS ___ BT ___ EM ___ ED ___ PC ___ HS	ARTD

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 3
3	Lecture 3 Laboratory ___ Other ___	Cip Code (first two digits only) 50

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study ___	Data entry person _____
		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.	ARH 390 and 391 or departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

ARH 464: RENAISSANCE & BAROQUE ART

Department of Art & Design   _____Semester 20___
Eastern Kentucky University   CRN _____
3 credit hours   (days; times; location)

INSTRUCTOR: _____   (office location)
      Office hours: _____
      Phone: _____
      Fax: _____
      Email: _____

COURSE SYLLABUS[*]

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 me 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.

Catalog description: Prerequisite: ARH 390 and 391 or departmental approval. An in-depth study of representative aspects of the painting, sculpture, and/or architecture of Europe between 1400 and 1750.

Objectives: The course will highlight the work of particular European artists, regions, and/or schools from the Early Renaissance through the Late Baroque, with consideration given to the social, philosophical, and cultural context of ideas.

Given the prerequisite for the course, the instructor will assume knowledge on the part of each student of art history as a subject and methodology, and of the immediate precedents for art leading up to the Renaissance and Baroque in Europe. Students are encouraged to review their notes and text from ARH 391. It will also be necessary for the instructor to assume a reasonable foreknowledge on everyone's part of the history of Western civilization between 1400 and 1750, and of the corresponding geography of Europe. You should also expect to make full use of your writing and communication skills, and of your ability to comprehend reading assignments.

In Art History the image is considered as an historical document, and by learning how to read it students can learn something more about the period or person that produced it. In this course, art will be used as a route to understanding the major developments leading up to the dawn of modern culture: the rise and influence of Urbanism, Capitalism, and Humanism in the late Middle Ages; the High Renaissance and the crisis of the Protestant Reformation; the critical crossroads of Mannerism and the Counter-Reformation; the Age of Absolutism, both religious and secular; and the dawn of the Enlightenment. No matter how remote the familiarity of the images may seem sometimes, this type of course can contribute greatly to an ability to relate effectively to one's own cultural environment, as artist or teacher. It is this broad base of utility and wide range of relevance that will be stressed throughout the course. But it is important always to remember that the basis of art history is fact, extracted objectively from primary and secondary sources and re-presented in enlightening ways, but with objectivity intact. The disciplined application of such

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[*]   This syllabus is subject to change in any of its details upon sufficient notice and explanation being given by the instructor. Students are responsible for following up on any changes made by maintaining consistent lecture attendance.

methods can in its own way continue the development of critical and analytical skills that can be applied in turn to the development of a personal aesthetic and teaching philosophy. But this cannot occur at the expense of a healthy respect for thoroughness and accuracy.

Student Learning Outcomes:

1) Be able to analyze representative examples of art from specified periods between the Fifteenth and Eighteenth Centuries in Europe, and extract information from them about the artists/architects and their values, the stylistic and iconographic contents of the works, and the ethos of their places of origin;
2) Understand the technical, methodological, and media-based principles that influenced art in those same periods and places;
3) Understand the cultural, social, philosophical, and theoretical principles that influenced the aesthetics of those same periods and places;
4) Continue to develop an ability to expand and express one's thinking on art through the logical and concise manipulation of the above.

Content: The course will consist of lectures and discussions, supplemented by assigned readings and/or weekly assignments, and by other media if and when available. Outlines, web-resources, and/or handouts on additional required information (beyond the texts) will be provided if and where needed.

Requirements: Attendance is expected and will be a factor in grading in accordance with the attached departmental policy. A portion of the grade designated as participation (see below) will be based on consistency of involvement in class discussions, exercises, and/or quizzes.

TEXTS- (1) Linda & Peter Murray, The Art of the Renaissance (Thames and Hudson; current)
(2) Linda Murray, The High Renaissance and Mannerism (Thames and Hudson; current)
(3) Germain Bazin, Baroque and Rococo (Thames and Hudson; current)
[plus any supplemental text(s) at discretion of current instructor as relates to topic]

EXAMS - There will be three in-class exams, including the final, across three parts of the course as outlined on the last page, consisting of known slide analysis and short answer (objective) questions related to course objectives, and a compare/ contrast essay relating two unknown works to each other and to cultural ideals in general. These exams are not comprehensive, but cover only the immediately preceding portion of the course.

COMPARE / CONTRAST ESSAYS – There will be three take-home essays, one for each part of the course, relating two artists/works from the course to each other and their respective cultural ideals. There will be a choice of options distributed one week before each due date (see the schedule below). Format recommendations will be discussed in class. Note: *Only essays can be re-submitted or added to as improvements to the grade; exams cannot be made up or re-taken.*

Determination of Grade: Each requirement will be graded on the student's ability to express their knowledge and comprehension of course content and reading, in a clear, logical, accurate, and effective fashion. **Students are advised that EKU's Academic Integrity policy will be strictly enforced in this course. The Academic Integrity policy is available on the Academic Affairs website: www.academicaffairs.eku.edu/policy/**

MID-TERM ASSESSMENT- The mid-term grade will be based on the evaluation of the student's class participation through Part I and the grades for the first exam and essay.

The grading scale is as follows:

A	B	C	D	F
90%	80%	70%	60%	<60%

EVALUATION-

Participation	=	40 %
Exams (3: 5%, 10%, and 15%)	=	30 %
Essays (3: 5%, 10%, and 15%)	=	30 %

COURSE OUTLINE

Week	Topics	Reading
1	Introduction to Content and Method	
1-5	Part I: the 1400s The Early Renaissance in Italy The Early Renaissance in Flanders The Second Renaissance in Italy The Renaissance throughout Europe	**(1)**
6	Exam on Part I; first essay due	
6-10	Part II: the 1500s The High Renaissance in Rome The High Renaissance Outside Rome Mannerism in Italy The Late Renaissance throughout Europe	**(2)**
11	Exam on Part II; second essay due	
11-15	Part III: the 1600s and 1700s The Early Baroque in Catholic Europe The Baroque in the Netherlands The High Baroque in Italy and France The Late Baroque throughout Europe	**(3)**
16	**Final exam; final essay due**	

Curriculum Change Form
Course Drop

Department Name	ARTD
College	Arts and Sciences

Proposal Approved by: Date   Date

Departmental Committee: ___10/1/2010_____   Graduate Council*   _11/19/10____

College Curriculum Committee: ____10/18/10_____   Council on Academic Affairs   _____

General Education Committee*: ___NA_____   Approved ___   Disapproved ___

Teacher Education Committee* __NA_____

*If Applicable (Type NA if not applicable.)

Completion of A and B is required:

A. Effective date: (Example: Fall 2009)

Fall 2011

B. The justification for this action: (course no longer taught/comment if other)

(ARH 594) Following up on changes and additions in the Art & Design department's art history curriculum, and in conformity with current standards of the discipline, this course is being replaced by a new 400-level course on the more general topic of European Renaissance and Baroque Art.

(ARH 595) Following up on changes and additions in the Art & Design department's art history curriculum, and in conformity with current standards of the discipline, this course is being replaced by new 400-level courses on the topics of Renaissance and Baroque Art (1400-1680), and European Art of the long 18th-Century Art (1680-1815).

(ARH 794) In accordance with current standards of graduate education in the discipline, 794 is no longer appropriate due to its survey approach and generalized subject. Graduate level art history credit will instead be generated when demand exists under the new variable topic, repeatable credit, intensive research course ARH 767, Seminar in Art History.

(ARH 795) In accordance with current standards of graduate education in the discipline, 795 is no longer appropriate due to its survey approach and generalized subject. Graduate level art history credit will instead be generated when demand exists under the new variable topic, repeatable credit, intensive research course ARH 767, Seminar in Art History.

List all courses to be dropped

Prefix	Number	Title	Comments:
ARH	594/794	Italian Renaissance Art	
ARH	595/795	Baroque and Rococo Art	

For Registrar Office Use Only: Date: Initial:

Copy Sent to: Graduate Council   _____   _____   Version 1.2 02/26/09

For Registrar Office Use Only:	Date:	Initial:	
Copy Sent to: Graduate Council	_____	_____	Version 1.2 02/26/09

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

Part I

(Check one)	Department Name	Art & Design
___ New Course (Parts II, IV)	College	Arts and Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	ART/STUDIO OPTIONS (B.F.A.)
___ New Program (Part III)		(Major _X_, Option _X_; Minor ___; or Certificate ___)
_X_ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved _x_ Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

1. Make editorial changes, drop courses ARH 594 and 595, and add new course ARH 464.

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

Fall 2011

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

B. The justification for this action:

Degree program descriptions need to be updated to correct grammatical/editorial changes, add recently proposed new course, and delete recently college approved dropped courses.

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course
        (For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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

ART/DESIGN STUDIO OPTIONS (B.F.A.)
CIP Code: 50.0702

Upon completion of a Baccalaureate of Fine Arts (B.F.A.) degree with an Option in Ceramics, Graphic Design, Interior Design, Jewelry and Metals, Painting, Photography, Printmaking or Sculpture, students will be able to apply elements and principles of art and design, be more aware of the influences of perception and observation, and be able to use a variety of media and techniques to communicate ideas effectively and expressively. Students will demonstrate critical and creative thinking by analysis and research, both verbal and written, of their own or other's art and design works, with an understanding of historical and contemporary concepts, theories, methods, periods and styles.

The B.F.A. degree prepares students for professional careers as artists and designers of listed Options below. Students will demonstrate professional practice, writing, portfolio development and presentation for employment in art and design studios, companies, or freelancing, and for applications to graduate schools, exhibitions, competitions, grants, and fellowships.

BFA Admission Requirements

All students who are accepted by the Office of Admissions and seek a baccalaureate fine art degree ~~declare their major~~ ~~as Bachelor of Fine Arts~~ are admitted to the University as a pre-BFA major and must select from at least one pre-BFA option area in Ceramics, Graphic Design, Interior Design,~~ ~~Jewelry and Metals, Painting, Photography, Printmaking or Sculpture. ~~baccalaureate fine arts~~ .

Pre-BFA students are eligible to apply to the BFA degree program after completing 15 credit hours of Studio Foundation courses.

When applying for the BFA program, pre-BFA students must have completed or be enrolled in the courses specified for their declared Pre-BFA option.

Students are also required to submit an application, statement of goals, and portfolio for review by the BFA Entrance Review Committee once the minimum requirements have been met, usually by the fourth or fifth semester, depending on the Option area (transfer students must meet equivalent minimum requirements and complete a minimum of 24 hours in Art and/or Design). Students will be notified by letter of the results and can meet with their area supervisor. Students not accepted to the BFA degree program may re-apply at a later date or seek another degree program. Portfolio requirements include examples of drawing, 2D and 3D works (from a variety of courses), as well as examples specific to an Option area. Students wishing to pursue the BFA degree should average and maintain a 3.0 GPA and earn a grade of "C" or higher in all major and supporting course requirements in order to apply to and complete the BFA degree program. Consult with a departmental advisor, area supervisor, or visit our website at www.art.eku.edu to obtain a copy of the "Entrance Criteria and Degree Requirements for the BFA in Art and Design.

Progression Requirements

Once students are admitted to the BFA degree program, they are eligible to take upper division courses that require "admission to the BFA" as listed in the course descriptions of this Catalog and are expected to participate in all major and supporting course requirements, including a BFA exhibition and review. Any BFA student whose major GPA falls below 3.0, or who earns a grade lower than "C" in a major or supporting course requirement will be placed on BFA probation. Once on BFA probation the student has one semester to either raise their major GPA to the required 3.0, or to retake the course in which he/she earned a low grade and pass with a "C" or higher. If any student on BFA probation fails to meet either of the above conditions, he/she will be removed from the BFA program. Such students may reapply at a later date or seek another degree program.

Pre-BFA Curriculum

General Education Requirements
Standard General Education program, excluding block VIII (6 hours). Refer to Section Four of this *Catalog* for details
on the General Education and University requirements.

Studio Foundations ....15 hours
ART 100, 152, 153, 164 and
Interior Design: DES 250.
All other areas: ART 101.

Options: (students must select at least one option)

Pre-BFA Ceramics
Students must have completed an additional
3 credit hours from ART 210, 230 or 280 and
3 credit hours from ART 220 or 240.
6 credit hours from ART 270, 371, and be enrolled in ART 372.

Pre-BFA Graphic Design
Students must have completed an additional
3 credit hours from ART 210, 230 or 280 and
3 credit hours from ART 220, 240 or 270.
3 credit hours from DES 250, and be enrolled in DES 350 and 351.

Pre-BFA Interior Design
Students must have completed an additional
12 credit hours from DES 122, 222, INT 195, CON 250, and be enrolled in
DES 226 and 330.

Pre-BFA Metals and Jewelry
Students must have completed an additional
3 credit hours from ART 210, 230 or 280 and
3 credit hours from ART 220 or 270.
9 credit hours from ART 240, 341, 343, and be enrolled in ART 344.

Pre-BFA Painting
Students must have completed an additional
3 credit hours from ART 230, or 280 and
3 credit hours from ART 220, 240 or 270.
6 credit hours from ART 210, 312, and be enrolled in ART 313 or 314.

Pre-BFA Photography
Students must have completed an additional
3 credit hours from ART 210 or 230 and
3 credit hours from ART 220, 240 or 270.
6 credit hours from ART 280, 381, and be enrolled in ART 382.

Pre-BFA Printmaking
Students must have completed an additional
3 credit hours from ART 210 or 280 and
3 credit hours from ART 220, 240 or 270.
6 credit hours from ART 230, 331, and be enrolled in ART 332.

Pre-BFA Sculpture
Students must have completed an additional
3 credit hours from ART 210, 230 or 280 and
3 credit hours from ART 240 or 270.
6 credit hours from ART 220, 321, and be enrolled in ART 322 or 323.

BFA Degree Requirements

Major Requirements ....61-70 hours
 Studio Foundations ....15 hours
  ART 100, 152, 153, 164 and
  Interior Design: DES 250.
  All other areas: ART 101.
 Core ....19-22 hours
  ART 499 and Interior Design: DES 122, 225, 325, 330, 421 (6 hours).
  All other areas: ART 210, 220, 230, 240, 270, 280, and 562.
Options:
  Ceramics ....33 hours
   ART 321, 341, 371, 372, 472, 473, 474, 12 hours ART/
   DES/ARH electives.
  Graphic Design ....33 hours
   DES 250, 350, 351, 352, 353, 354, 450, 451, 453, 454,
   ~~and~~ 3 hours ART/DES/ARH electives.
  Interior Design ....27 hours
   DES 222, 226, 322, 326, 327, 328, 422, 426, 3 hours
   ART/DES/ARH electives.
  Jewelry and Metals ....33 hours
   ART 321, 341, 343, 344, 371, 443, 444, 12 hours
   ART/DES/ARH electives.
  Painting ....33 hours
   ART 312, 313, 314, 413, 414, 6 hours selected from:
   ART 300, 331, 381, 12 hours ART/DES/ARH electives.
  Photography ....33 hours
   ART 381, 382, 383, 483, 484, 6 hours selected from:
   ART 300, 312, 331, 12 hours ART/DES/ARH electives.
  Printmaking ....33 hours
   ART 331, 332, 333, 432, 434, 6 hours selected from:
   ART 300, 312, 381,12 hours ART/DES/ARH electives.
  Sculpture ....33 hours
   ART 321, 322, 323, 341, 371, 423, 424, 12 hours
   ART/DES/ARH electives.
Supporting Course Requirements ....9-18 hours
  Interior Design: ADM 302; ARH 390, 391; CON 250; TEC
  331; INT 195.
  All other areas: ARH 390, 391, 3 hours of ARH electives selected
  from: ARH 463, <u>464</u>, 465, 492, 493, 496, 497, 498, ~~594, 595~~.
General Education Requirements ....42 hours
  Standard General Education program, excluding block VIII
  (6 hours). Refer to Section Four of this *Catalog* for details
  on the General Education and University requirements.
University Requirement ....1 hour
  ASO 100.
Free Electives ....6 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)	Department Name	Art & Design
_____ New Course (Parts II, IV)	College	Arts and Sciences
_____ Course Revision (Parts II, IV)	*Course Prefix & Number	
_____ Hybrid Course ("S," "W")	*Course Title (30 characters)	
_____ Course Dropped (Part II)	*Program Title	ART (B.A.)
_____ New Program (Part III)		(Major _X_, Option _X_; Minor ___; or Certificate ___)
X Program Revision (Part III)		
_____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	November 5, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved _x_ Disapproved ____	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

1. Separate Art Ed. and Liberal Art Options to create a 120 credit hour Liberal Art Option. 2. Change ART 360, 460 to AED 360, 460. 3.Add ART 560. 4. Drop ARH 594 and 595. 5. Add ARH 464.

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

Fall 2011

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

B. The justification for this action:

1. The department of Art & Design is creating a 120 credit hour Liberal Art Option BA degree consistent with other departments, Art Education will continue to be 128 credit hours. 2. Art Education course prefixes are being change from ART to AED. 3. ART 560 is listed in the catalog, but was mistakenly left out of the revised program description approved last year. 4. ARH 594 and 595 are being dropped and no longer should be listed. 5. ARH 464 is a new course..

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

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.

ART (B.A.)
CIP Code: 50.0702

Upon completion of an Art degree with a Teacher Education or Liberal Arts
Option, students will gain a broad knowledge of a variety of media and
techniques, be able to apply elements and principles of art and design,
be more aware of the influences of perception and observation, and be able to
use a variety of media and techniques to communicate ideas effectively and
expressively. Students will demonstrate critical and creative thinking by
analysis and research, both verbal or written, of their own or other's art and design works, with an
understanding of historical and contemporary concepts, theories, methods and styles.

The BA degree with the Teacher Education Option is offered in cooperation
with the College of Education, which includes secondary teaching certification
in art. Refer to the College of Education section of this *Catalog* regarding
the teacher certification requirements associated with this program.

Major Requirements ....57-76 hours
  Studio Foundations ....15 hours
  ART 100, 101, 152, 153, and 164.
  Art Core ....21 hours
  ART 210, 220, 230, 240, 270, 280, 562
  Teacher Education Option ....40 hours
  ~~ART~~ AED 360, 460, EDF 103, 203, 319, 413, SED 401 or 401S,
  EME 361, ESE 490, 540 and EMS 499.
  Liberal Arts Option ....21 hours
  Additional 21 hours of art, design, or art history electives limited to
  the following: ART 300, 301, 312, 313, 321, 322, or
  323, 331, 332, 341, 343, 371, 372, 381, 382, 401, 463, ARH 463, 464, 465,
  492, 493, 496, 497, 498, 560, ~~594, 595~~, DES 122, 222, 225, 226,
  250, 327, 328, 330, 350, 351.
Supporting Course Requirements ....9 hours
  ARH 390, 391, and 3 hours of an art history elective selected from:
  ARH 463, 464, 465, 492, 493, 496, 497, 498, ~~594~~, 595.
General Education Requirements ....42 hours
  Standard General Education program, excluding block VIII
  (6 hours). Refer to Section Four of this *Catalog* for details
  on the General Education and University requirements.
University Requirement ....1 hour
  ASO 100.
Free Electives (Liberal Arts Option only)………... ~~19~~ 11 hours
Total Curriculum Requirements .... 120-128 hours

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

Part I

(Check one)	Department Name	Art & Design
_____ New Course (Parts II, IV)	College	Arts and Sciences
_____ Course Revision (Parts II, IV)	*Course Prefix & Number	
_____ Hybrid Course ("S," "W")	*Course Title (30 characters)	
_____ Course Dropped (Part II)	*Program Title	Minor in Art (Art History)
_____ New Program (Part III)		(Major ___, Option ___; Minor _X_; or Certificate ___)
X Program Revision (Part III)		
_____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	May 7, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved x Disapproved _____	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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 the list of courses available for the minor.

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

Fall 2011

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

B. The justification for this action:

Currently the Art History minor lists "9 hours of art history electives" for completing the minor, but Banner/Degree Works cannot recognize appropriate courses in Art History to apply to the minor in reports. All art history courses appearing in the catalog will be listed in place of the "9 hours of art history electives".

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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

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

<u>Minors</u>

MINOR in ART (ART HISTORY)
(Page 77 2010-11 Undergraduate Catalog)

 A student may minor in art history by completing a minimum of 18 hours as follows: ARH 390, 391, ART 562 and nine hours ~~of~~ <u>from ARH</u> <u>463, 464, 465, 492, 493, 496, 497, 498</u>. ~~art history electives~~ .

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

Part I

(Check one)	Department Name	Computer Science
___ New Course (Parts II, IV)	College	Arts & Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	CSC 350
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Principles of Programming Languages
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/29/10	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** [ ] **No** [x]		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved ___ Disapproved ___	
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.)

Update the prerequisites of CSC350 to reflect current course offerings.

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

Fall 2011

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

B. The justification for this action:

The current prerequisites of CSC350 do not all reflect prerequisite material for the course.

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

Personnel Impact: n/a

Operating Expenses Impact: n/a

Equipment/Physical Facility Needs: n/a

Library Resources: n/a

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

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.)

CSC 350 Principles of Programming Languages. (3) I, II. Prerequisites: CSC 200 <u>and</u> 310 ~~and 330~~ with a minimum grade of "C-" in ~~all three~~ <u>both</u> courses. The principles used in the design and implementation of programming languages. Language descriptions, structural implementations, and specialized features of languages.

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)*
CSC	350	Fall 2011	AS x JS ___ BT ___ EM ___ ED ___ PC ___ HS ___	COSC

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: Check all applicable	**FOR BANNER USE ONLY** Date of data entry ___
		Thesis ___	
		Internship ___	Data entry person ___
		Independent Study ___	
		Practicum ___	

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

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

Course Prefix and No.	
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 ˉ.)

Course Prefix and No.	CSC 200(C) and CSC310(C) ~~and CSC 330(C)~~
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)	Department Name	Computer Science
New Course (Parts II, IV)	College	Arts & Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	CSC 370
Hybrid Course ("S," "W")	*Course Title (30 characters)	Computer Architecture
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/29/10	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved _____ Disapproved _____	
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.)

Update the prerequisites of CSC370 to reflect current course offerings.

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

Fall 2011

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

B. The justification for this action:

The current prerequisites of CSC370 do not all reflect necessary prerequisite material for the course.

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

Personnel Impact: n/a

Operating Expenses Impact: n/a

Equipment/Physical Facility Needs: n/a

Library Resources: n/a

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

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.)
CSC 370 Computer Architecture. (3) A. Prerequisites: CSC 200 ~~and EET 252~~. Information representation, Boolean algebra and combinatorial logic, memory and storage, elementary machines, addressing schemes, stack and parallel computers, overlap and pipeline processing, microprogramming, performance evaluation.

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)*
CSC	370	Fall 2011	AS _x_ JS ____ BT ____ EM ____ ED ____ PC ____ HS	COSC

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**
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		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.	CSC 200 ~~and EET252~~
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)	Department Name	Computer Science
___ New Course (Parts II, IV)	College	Arts & Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	CSC 400
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Operating Systems
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/29/10	Graduate Council*	n/a
Is this a SACS Substantive Change? Yes**** ☐ **No** x ☐		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved ___ Disapproved ___	
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.)

Update the prerequisites of CSC400 to reflect current course offerings.

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

Fall 2011

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

B. The justification for this action:

The current prerequisites of CSC400 do not all reflect prerequisite material for the course.

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

Personnel Impact: n/a

Operating Expenses Impact: n/a

Equipment/Physical Facility Needs: n/a

Library Resources: n/a

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

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.)

CSC 400 Operating Systems. (3) I, II. Prerequisites: CSC 320~~, 330~~ and 370. Overall structure of multiprogramming systems, details of addressing techniques, memory-management, file system design and management, traffic control, interprocess communication, system module design, interfaces.

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)*
CSC	400	Fall 2011	AS x JS ___ BT ___ EM ___ ED ___ PC ___ HS ___	COSC

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: Check all applicable	**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.	CSC 320 ~~and CSC 330~~ and CSC370
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.*)

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

Part I

(Check one)	Department Name	Computer Science
___ New Course (Parts II, IV)	College	Arts & Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	CSC 460
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Computer Network & System Administration
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/29/10	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** ___ **No** x		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved ___ Disapproved ___	
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.)

Update the prerequisites of CSC460 to reflect current course offerings.

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

Fall 2011

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

B. The justification for this action:

The current prerequisites of CSC460 do not all reflect prerequisite material for the course.

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

Personnel Impact: n/a

Operating Expenses Impact: n/a

Equipment/Physical Facility Needs: n/a

Library Resources: n/a

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 <u>underlines</u> for additions.
3.	For a dropped course, provide the current catalog text.

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.)

CSC 460 Computer Network & System Administration. (3) A. Prerequisite: CSC 310, 400 or 401 or ~~CSC 330~~. Introduction to the subject of computer networks and layered protocols, architecture of data communication systems, point-to-point networks, local networks, end-to-end protocols and internetworking, and server-side technology to create interactive web pages.

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)*
CSC	460	Fall 2011	AS x JS ___ BT ___ EM ___ ED ___ PC ___ HS	COSC

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 _____

Schedule Type*	Work Load	Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	**FOR BANNER USE ONLY**
			Date of data entry _____
		Thesis	
		Internship	Data entry person _____
		Independent Study	
		Practicum	

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

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

Course Prefix and No.	
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 ˉ.)

Course Prefix and No.	CSC 310, 400 or CSC401 ~~or CSC 310 and 330~~
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)	Department Name	Computer Science
x New Course (Parts II, IV)	College	Arts & Sciences
Course Revision (Parts II, IV)	*Course Prefix & Number	CSC 332
Hybrid Course ("S," "W")	*Course Title (30 characters)	Digital Storage Forensics
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/29/10	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** [ ] **No** [x]		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved _____ Disapproved _____	
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.)

Create a new course for computer forensics and security students that teaches the digital storage forensics.

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

Fall 2011

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

B. The justification for this action:

Graduates with expertise in digital forensics are in high demand. We are currently expanding our forensics option to include areas needed for accreditation (including digital storage forensics).

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

Personnel Impact: n/a

Our department has reorganized some of our course offerings (e.g. CSC313 and CSC330) to allow faculty to cover this course within normal load.

Operating Expenses Impact: n/a

Equipment/Physical Facility Needs: n/a

Library Resources: n/a

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 <u>underlines</u> for additions. 3. For a dropped course, provide the current catalog text.
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.) **<u>CSC 332 Digital Storage Device Forensics. (3) A.</u>** <u>Prerequisite: a minimum grade of "C" in CSC 310. Introduction to digital storage forensics. Topics include digital investigation fundamentals, fundamentals of storage devices (hard disk, optical, flash, consumer electronics devices, and mobile devices), disk volume analysis, and file systems analysis (FAT/NTFS, Ext2/3/4, UFS1/2, HFS/HFS+/HFSX).</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
CSC	332	Fall 2011	AS x JS ____ BT ____ EM ____ ED ____ PC ____ HS	COSC

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture 3 Laboratory ____ Other ____	Cip Code (first two digits only) 11

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
1	3	N	FR _____ JR _____
ITV	3		SO _____ SR _____
W	3		
B	3	Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	

FOR BANNER USE ONLY

Date of data entry _____

Data entry person _____

Grading Information IP:
- 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.	CSC310(C)
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

CSC332 Digital Storage Device Forensics

Department of Computer Science

I.   General Information

Lectures: Wallace 429, W 6:00 pm – 8:45pm
Instructor: Shuangteng Zhang
Email: shuangteng.zhang@eku.edu
Phone: (859) 622-1925
Office: Wallace 412
Office hours: MW: 9:00am – 10:00am; TR 10:00am – 12:00 pm (or by appointment)
Course page: http://www.eku.edu/onlinelearning/ (EKU Blackboard)

II.   Course Description:

Prerequisite: a minimum grade of "C" in CSC310. Introduction to digital storage forensics. Topics include digital investigation fundamentals, fundamentals of storage devices (hard disk, optical, flash, consumer electronics devices, and mobile devices), disk volume analysis, and file systems analysis (FAT/NTFS, Ext2/3/4, UFS1/2, HFS/HFS+/HFSX).

III.   Required Text:

(1) Digital Storage in Consumer Electronics: the essential guide, Thomas M. Coughlin, Newnes, 2008, ISBN: 978-0-7506-8465-1
(2) File System Forensic Analysis, Brian Carrier, Addison Wesley, 2005, ISBN: 978-0-32-12617-4

IV.   Learning Outcomes:

CSC 332 common learning outcomes:
In this course, students will demonstrate the ability to:
1. Demonstrate the understanding of digital investigation fundamentals
2. Demonstrate the mastering of the fundamental knowledge on various digital storage device
3. Explain the basic concepts of disk volume and file systems
4. Describe the basic data structure of disk volume
5. Describe the basic data structures of commonly used file systems
6. Demonstrate basic skills of disk data acquisition and volume analysis
7. Demonstrate basic skills of file system evidence analysis

V.   Course Topics:

1. Digital investigation fundamentals
2. Fundamentals of digital storage devices
3. Booting process
4. Disk data acquisition
5. Disk partition and volume
6. Volume analysis
7. File system basics
8. FAT file system and analysis
9. NTFS file system and analysis
10. Ext 2, 3 & 4 file systems and analysis
11. UFS1 & 2 file systems and analysis
12. HFS, HFS+, and HFSX file systems and analysis

VI.   Course Requirements:

Assignments, Lab Projects and Tests

VII.   Grading and Evaluation Policies:

Grade Components:

25% Assignments
25% Lab Projects
25% Midterm Test
25% Final

Grading Scale

Your final grade will be given using the following scale:

90-100 overall <u>AND</u> at least 80% in both exam/quiz and assignment categories-------------- A
80-89 overall <u>AND</u> at least 70% in both exam/quiz and assignment categories ---------------- B
70-79 overall <u>AND</u> at least 60% in both exam/quiz and assignment categories ---------------- C
60-69 overall <u>AND</u> at least 60% in both exam/quiz and assignment categories ---------------- D
0-59 overall ---F

<u>Student Progress</u>:
Students are required to check their midterm grade progress report with the instructor. The mid-term grade will be based on the first test and whatever assignments will be due before the   mid-term. The tests will be 50% of the mid-term grade and the assignments will be the other 50%.

<u>Late Assignment Policy</u>:
Assignments must be submitted through Blackboard. Each assignment is due at midnight (11:59pm) of the due date. Late assignment will be **reduced** 10% **points for each day** (*excluding weekends and holidays*) that it is late, up to half of the total points of the assignment. **No assignment that is late for more than three days is accepted.**

<u>Student Progress</u>:
Students are required to check their midterm grade progress report with the instructor. Midterm grade is calculated based on the midterm exam score and the total assignment and quiz scores obtained in the first half of the semester.

VIII. Department Attendance Policy:
Attendance will be taken during lectures and labs. Unexcused absences in excess of 10% of the scheduled lecture/lab meetings **will result in a one letter grade reduction for the course**. Unexcused absences in excess of 20% of the scheduled lecture/lab meetings **will result in a two letter grade reduction for the course**. Unexcused absences in excess of 30% of the scheduled lecture/lab meetings **will result in a three letter grade reduction for the course**. Students with unusual circumstances should advise the instructor of their situation immediately. Students will be held responsible for all announcements made in class.

IX. Classroom Behavior

Behavior conducive for learning is expected in the classroom, which means no excessive talking to other students or sleeping. Also, this includes turning off cell phones and other electronic devices while in class. Electronics devices include laptop computers, unless you are using them to take class notes. If you are using them to take notes you need to get permission from the instructor. Anyone who violates this policy may be asked to leave the classroom for that class period.

X. Important Dates
The last day to drop the course and other important days can be found at http://www.eku.edu/compass/deadlines/2010/fall/

XI. 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 are expected to do all assignments independently, unless explicitly told otherwise. 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. (from EKU Student Handbook)

Cheating on an exam or assignment will result in an F grade in the exam or assignment. Consequently, cheating on a key assignment will immediately result in failure of the course. Repeated action of cheating will also result in failure of the course and the Procedures for Dealing with Academic Integrity Cases specified in www.academicintegrity.eku.edu may be initiated.

XII. 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 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)	Department Name	Computer Science
___ New Course (Parts II, IV)	College	Arts & Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Computer Science BS
___ New Program (Part III)		(Major __x__, Option __x__; Minor ___; or Certificate ___)
x Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	10/29/10	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** [ ] **No** [x]		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved x Disapproved	12/16/10
General Education Committee*	n/a	Faculty Senate**	1/10/11
Teacher Education Committee*	n/a	Board of Regents**	4/18/11
		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.)

Update changes in course offerings in departmental and supporting courses. Prepare Computer Forensics and Security option for Accreditation.

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

Fall 2011

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

B. The justification for this action:

Many course offerings have changed since our last revision, so we are updating where needed. Also, we will be applying for Forensic Science Education Programs Accreditation Commission (FEPAC) Digital Forensics accreditation and have made all necessary changes to meet published requirements (changes require some course modifications in all options).

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

Personnel Impact: n/a

Operating Expenses Impact: n/a

Equipment/Physical Facility Needs:

n/a

Library Resources:

n/a

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.

Major Requirements....................................~~30-48~~33-51 hours
Computer Science Core....................................~~24~~18 hours
CSC 185, 190, 191, 195, 310, <u>and</u> 340~~., and two of CSC 300,~~
~~313, 315, 316, 320, 330, 350, 370, 390, 400, 425, 440,~~
~~460, 490, 491, 520, 538, 540, 544, 545, 546, and 550 that~~
~~are not used for credit in the option.~~
Options
Computer Science (General) ....~~24~~30 hours
(Accredited by the Computer Science Accreditation
Commission of ABET)
CSC 200, 320, ~~330~~, 370, 400, 440, 460, ~~and~~ 545~~.~~<u>;</u>
<u>and three of CSC 300, 315, 316, 350, 390, 425,</u>
<u>490, 491, 520, 538, 540, 544, 546, and 550.</u>
Computer Technology....................................~~21~~24 hours
CSC 200, ~~330,~~ 370, 440, 460, one of CSC 313 or 545~~.~~<u>;</u>
~~and~~ 3 hours of CSC 349~~.~~<u>., and two of CSC 300, 315,</u>
<u>316, 320, 350, 390, 400, 425, 490, 491, 520, 538,</u>
<u>540, 544, 545, 546, and 550.</u>
Bioinformatics....................................~~6~~15 hours
Three~~One~~ of CSC ~~303 or~~<u>320,</u> 440, 520~~; one of CSC 313 or~~,
<u>544,</u> and 545~~.~~<u>.; and two of CSC 300, 315, 316, 320, 350,</u>
<u>370, 390, 400, 425, 440, 460, 490, 491, 520, 538, 540, 544,</u>
<u>545, 546, and 550 that are not used for credit in the option.</u>
Interactive Multimedia ....24 hours
CSC 250, ~~313,~~ 315, 316, ~~330,~~ 491, 550, ~~and~~ one of 520
or 555~~.~~<u>., and two of CSC 300, 313, 320, 330, 350, 370,</u>
<u>390, 400, 425, 440,460, 490, 538, 540, 544, 545,</u>
<u>and 546.</u>
Computer Forensics and Security..........................~~21~~33 hours
CSC 200, ~~313, 330,~~ <u>332,</u> 370, <u>400, 460, 520,</u> ~~538,~~ 544, <u>547,</u>
<u>548, 549,</u> and one of <u>CSC 300, 315, 316, 320, 350, 390, 425,</u>
~~CSC 400 or 460~~<u>440, 490, 491, 538, 540, 545, 546, or 550</u>.

Supporting Course Requirements..........................~~30-55~~26-52 hours
Computer Science (General)..........................31-35 hours
EET 252; MAT 124* or 124H; 214; 224 or 224H; STA
270. One of the following two plans:
Plan 1: One sequence from Biological lab science
courses (BIO 121, 131; or BIO 121, 141); and any two
additional courses taken from CHE 111/111L, 112/112L,
GLY 108, 109, PHY 131, 132, 201, or 202.
Plan 2: One sequence from Physical lab science courses
(CHE 111/111L, 112/112L; GLY 108, 109; or PHY 201,
202); BIO 121; and one additional course from CHE
111/111L, 112/112L, GLY 108, 109, PHY 131, 132,
201, 202, or any 200 level or above science course that
counts toward a science major.
Computer Technology....................................~~30-31~~26-28 hours
EET ~~251,~~ 252~~;~~<u>, 253, 254,</u> <u>NET</u> 302, 303, 343, ~~351, and~~ 354<u>,</u>
<u>403, 454; one of NET 395 or 399;</u> one of MAT 124*, 124H,
211*, or 261*.
Bioinformatics....................................~~55~~52 hours
BIO 121, 315, 331, 348, 511, 533; 3 hours of BIO
598; ~~3 hours of BIO 349;~~ CHE 111/111L, 112/112L,
330, 361, 362; MAT 124* or 124H; STA 270, 320.
Interactive Multimedia....................................42 hours
COM 200; EET 252; MUS 290; STA 270;
two of ART 200, ARH 390 or 391; MAT 124* or 124H;
PHY 201; one of ART 100, TEC 190 or 313; MAT
214*; MAT 224 <u>or 224H</u>; <u>MKT 301, 401or</u>
<u>MGT 301, 465 or GEO 353, 553</u>.

Computer Forensics and Security...................~~28~~34 hours
~~APS 110, 438; EET 252, 303;~~ APS 350; CIS 320, 325;
FOR 301; NET 303, PLS 216, 316, 416; STA 270; ~~one 343, 354;~~
one of MAT 124* or 124H; ~~PLS 220, 408~~
one of APS 395, NET 354, or 454.
General Education Requirements............................30-45 hours
Computer Science (General)............................30 hours
Standard General Education program, excluding blocks
II, IVA, IVB, VII (NS), and VIII (6 hours). Refer
to Section Four of this *Catalog* for details on the
General Education and University requirements.
Computer Technology......................................45 hours
Standard General Education program, excluding block
II. Refer to Section Four of this *Catalog* for details on
the General Education and University requirements.
Bioinformatics...33 hours
Standard General Education program, excluding blocks
II, IVA, IVB, and VIII (6 hours). Refer to Section
Four of this *Catalog* for details on the General
Education and University Requirements.
Interactive Multimedia....................................33 hours
Standard General Education program, excluding blocks
II, IIIA, IVB, and VII (6 hours). Refer to Section Four of
this *Catalog* for details on the General Education and
University Requirements.
Computer Forensics and Security...................~~45~~42 hours
Standard General Education program, excluding block II
and VII(QS). Refer to Section Four of this *Catalog* for
details on the General Education and University Requirements.
University Requirement..1 hour
ASO 100.
Free Electives..~~4- 18~~ 0-10 hours
Computer Science (General)............................~~14-18~~ 6-10 hours
Computer Technology......................................~~6-7~~ 4-6 hours
Bioinformatics...~~9~~ 1 hours
Interactive Multimedia....................................~~4~~ 2 hours
Computer Forensics and Security...................~~9~~0 hours
Total Curriculum Requirements............................120-128 hours

[1]Under special circumstances, a student may seek an administrative
waiver of the CSC 349 requirement from the Computer Science
Curriculum Committee and the department chair. Waiver recipients
are required to complete three semester hours of additional course
work approved by the Computer Science Curriculum Committee.

*A preparatory course in mathematics (MAT 107 and/or MAT
109) may be required before admission to calculus.

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

Part I

(Check one)	Department Name	Computer Science
___ New Course (Parts II, IV)	College	Arts & Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Minor in Computer Science
___ New Program (Part III)		(Major ___, Option ___; Minor _x_; or Certificate ___)
x Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/29/10	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	11/29/10	Approved _x_ Disapproved ___	12/16/10
General Education Committee*	n/a	Faculty Senate**	1/10/11
Teacher Education Committee*	n/a	Board of Regents**	4/18/11
		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.)

Update Minor with current course offerings.

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

Fall 2011

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

B. The justification for this action:

CSC313 and CSC330 will see a reduced offering. This requires changing the minor requirements.

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

Personnel Impact: n/a

Operating Expenses Impact:

n/a

Equipment/Physical Facility Needs:

n/a

Library Resources:

n/a

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 <u>underlines</u> for additions.)

Minor in Computer Science
(Page 82, 2010-11 Undergraduate Catalog)

Minor in Computer Science..21 hours
A student may minor in computer science by completing
CSC 185, 190, 191, 195, 310, <u>340,</u> and ~~two~~<u>one</u> of CSC 200, ~~313,~~ 320, or ~~330~~<u>545</u>.

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

Part I

(Check one)	Department Name	English & Theatre
___ New Course (Parts II, IV)	College	Arts & Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	ENG 806
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Topics in Modern Rhetoric: ___
___ Course Dropped (Part II)	*Program Title	Master of Arts in English
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/13/10	Graduate Council*	11/29/10
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	10/18/10	Approved ___ 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 remove the pre-requisite of ENG 510 or 710 or equivalent.

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

Fall 2011

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

B. The justification for this action:

Faculty teaching ENG 806 (a rhetoric and composition course) no longer feel that a course in linguistic theory should be prerequisite.

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 <u>underlines</u> for additions. 3.   For a dropped course, provide the current catalog text.
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.) ENG 806 Topics in Modern Rhetoric: ___. (3) A. ~~Prerequisite: ENG 510/710 or equivalent.~~ Study in depth of selected major authors, theories, research and/or pedagogical approaches in twentieth-century rhetoric. May be retaken with a different topic to a maximum of six hours.

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

1.   For a new program, provide the catalog description as being proposed. 2.   For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and   *underlines* for additions. 3.   For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.
New or Revised* Program Text (*Use ~~strikethrough~~ for deletions and <u>underlines</u> 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)*
ENG	806	Fall 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS ___	ENTH

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. ____
3	Lecture 3 Laboratory _____ Other _____	Cip Code (first two digits only) 23

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		Practicum	

Co-Requisites and Prerequisites

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 ˉ.)

Course Prefix and No.	~~ENG 510/710 or equivalent.~~
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)	Department Name	English & Theatre
___ New Course (Parts II, IV)	College	Arts and Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	ENG 515
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	English as a Second Language
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/2/2010	Graduate Council*	11/19/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	10/18/10	Approved ___ 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 make ENG 510, Introduction to Linguistic Theory, a prerequisite for ENG 515, English as a Second Language.

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

Fall 2011

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

B. The justification for this action:

Faculty who teach ENG 515/715 have recommended that ENG 510/710 be made a prerequisite for the former course because too many students were enrolling in 515/715 with an insufficient knowledge of linguistic principles. Such principles are necessary for ESL teachers to understand the language acquisition process in adult learners and, therefore, to develop their own curricula for particular student populations.

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

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.)

ENG 515 English as a Second Language. (3) A. Prerequisites: ENG 102 or 105(B) or HON 102; <u>and ENG 510 or departmental approval</u> ~~and one additional ENG course~~. Study of theories advanced to explain the learning of English as a second language.

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)*
ENG	515	Fall 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS ___	ENTH

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture 3 Laboratory _____ Other _____	Cip Code (first two digits only) 23

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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 ˉ.)

Course Prefix and No.	ENG 102 or ENG 105(B) or HON 102
Course Prefix and No.	and ENG 510 or departmental approval; ~~one additional ENG course~~
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)	Department Name	English & Theatre
___ New Course (Parts II, IV)	College	Arts and Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	ENG 715
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	English as a Second Language
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/2/2010	Graduate Council*	11/19/10
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	10/18/10	Approved ___ 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 make ENG 710, Introduction to Linguistic Theory, a prerequisite for ENG 715, English as a Second Language.

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

Fall 2011

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

B. The justification for this action:

The Graduate Studies Committee, upon the request of the faculty who teach ENG 715, recommends that ENG 710 be made a prerequisite for the former course because too many students were enrolling in 715 with an insufficient knowledge of linguistic principles. Such principles are necessary for ESL teachers to understand the language acquisition process in adult learners and, therefore, to develop their own curricula for particular student populations.

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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.

<div align="center">New or Revised* Catalog Text</div>

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

ENG 715 English as a Second Language. (3) A. <u>Prerequisite: ENG 510, ENG 710, or departmental approval.</u> Study of theories advanced to explain the learning of English as a second language.

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)*
ENG	715	Fall 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS ___	ENTH

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. ___
3	Lecture 3 Laboratory ___ Other ___	Cip Code (first two digits only) 23

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study ___	Data entry person _____
		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 ˉ.)

Course Prefix and No.	ENG 510, ENG 710 or departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

Department Name	History
College	Arts and Sciences
*Course Prefix & Number	HIS 302A; HIS 302B; HIS 302C
*Course Title <u>(30 characters)</u>	Research Topics in History: _____; Research Topics in History: _____; Research Topics in History: _____
*Program Title	
	(Major ___, Option ___; Minor ___; or Certificate ___)
*Provide only the information relevant to the proposal.	
Original Proposal Approved by the Council on Academic Affairs on Date: 3/18/10	

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

To change the number of the prerequisite or corequisite in each course description from HIS 201 to HIS 290. This reflects the change in that course number proposed and approved in Spring 2010.

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

Fall 2011.

Part II. Recording Data for Revised Course

1. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.

New or Revised* Catalog Text
(*Use ~~strikeout~~ for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

HIS 302A Research Topics in History:_____. (3) I, II. Prerequisite or Corequisite: HIS ~~201~~ <u>290</u>. Historical research and methodologies using case studies of specific movements in U.S. history that have influenced and continue to influence the course of cultures and civilizations.

HIS 302B Research Topics in History:_____. (3) I, II. Prerequisite or Corequisite: HIS ~~201~~ <u>290</u>. Historical research and methodologies using case studies of specific movements in European history that have influenced and continue to influence the course of cultures and civilizations.

HIS 302C Research Topics in History:_____. (3) I, II. Prerequisite or Corequisite: HIS ~~201~~ <u>290</u>. Historical research and methodologies using case studies of specific movements in Non-Western history that have influenced and continue to influence the course of cultures and civilizations.

Part IV. Recording Data for a Revised Course (Record only **changed** course information.) *Required*

Course prefix* (3 letters)	Course Number* (3 Digits)	Effective Term* (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
HIS	302A	Fall 2011	AS _X_ JS ___	HIST
HIS	302B	Fall 2011	BT ___ EM ___	
HIS	302C	Fall 2011	ED ___ PC ___	
			HS ___	

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)	Major Restrictions, if any:
			FR ___	FR ___
			SO ___	SO ___
			JR ___	JR ___
			SR ___	SR ___

		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	**FOR BANNER USE ONLY**
			Date of data entry _____
		Thesis ___	
		Internship ___	Data entry person _____
		Independent Study ___	
		Practicum ___	

Co-Requisites and Prerequisites

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

Course Prefix and No.	
Course Prefix and No.	

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

Course Prefix and No.	
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.	HIS ~~210~~ 290
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(**Use Validation Tables.)

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

Part I

(Check one)	Department Name	History
___ New Course (Parts II, IV)	College	Arts and Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	HIS 312
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Independent Study in History: _____
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/9/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee		Approved ___ 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 change the number of HIS 312 to HIS 312A so that the course will be accurately distributed by Degree Works within the three areas of study of the History Major. This course revision will be done in conjunction with the creation of HIS 312B and HIS 312C.

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

 Spring 2011

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

B. The justification for this action:

By making HIS 312, Independent Study in History, more area specific in its designation we save the History Department Chair and student advisors from having to fill out Exception forms to properly distribute the class in Degree Works each semester.

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

Personnel Impact:

 NA

Operating Expenses Impact:

NA

Equipment/Physical Facility Needs:

NA

Library Resources:

NA

Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.)

HIS 312<u>A</u> Independent Study in History:_____. (3) A. Individual research and/or reading on a problem area in <u>U.S.</u> history. Regular reports and final research paper required. Students must have the independent study proposal form approved by faculty supervisor and department chair prior to enrollment.

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)*
HIS	312A	Spring 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS	HIST

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 0
	Lecture ___ Laboratory ___ Other ___	Cip Code (first two digits only) 54

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry ___
		Internship ___	
		Independent Study ___	Data entry person ___
		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 ˉ.)

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

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

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

Part I

(Check one)	Department Name	History
X New Course (Parts II, IV)	College	Arts and Sciences
Course Revision (Parts II, IV)	*Course Prefix & Number	HIS 312B
Hybrid Course ("S," "W")	*Course Title (30 characters)	Independent Study in History: _____
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/9/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes******[ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee		Approved ____ 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 add a new course designation of HIS 312B so that the Independent Study course already in existence will be accurately distributed by Degree Works within the three areas of study of the History Major. This will be done in conjunction with a course revision to create HIS 312A and the addition of HIS 312C.

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

  Spring 2011

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

B. The justification for this action:

By making HIS 312, Independent Study in History, more area specific in its designation we save the History Department Chair and student advisors from having to fill out Exception forms to properly distribute the class in Degree Works each semester.

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

Personnel Impact:

 NA

Operating Expenses Impact:

NA

Equipment/Physical Facility Needs:

NA

Library Resources:

NA

Part II. Recording Data for New, Revised, or Dropped Course
        (For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.)

<u>HIS 312B Independent Study in History:_____. (3) A.</u> <u>Individual research and/or reading on a problem area in European history. Regular reports and final research paper required. Students must have the independent study proposal form approved by faculty supervisor and department chair prior to enrollment.</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
HIS	312B	Spring 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS	HIST

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 0
3	Lecture ___ Laboratory ___ Other X	Cip Code (first two digits only) 54

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
0	3	N	FR ___ JR ___
			SO ___ SR ___
		Grading Information: Course is eligible for IP (in-progress grading) for: _Check all applicable_	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study X	Data entry person _____
		Practicum ___	

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

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

Course Prefix and No.	
Course Prefix and No.	

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

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

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

HIS 312B: Independent Study in History: _____   Office: _____
Semester:_____, 3 cr. hrs., CRN: _____   Office Phone: _____
Instructor:_____   Office Hours: _____
e-mail:_____   (or by appointment)

Catalog Description:
Individual research and/or reading on a problem area in European history. Regular reports and final research paper required. Students must have the independent study proposal form approved by faculty supervisor and department chair prior to enrollment.

Student Learning Outcomes:
Upon completion of this course, the student will be able to:
1. Understand and evaluate the methodology and practice of historians who focus on a specific topic area within the larger field of European history.
2. Synthesize content knowledge with the historical methodology in order to analyze the presentation of specific events and trends in European history.
3. Explain in both written and verbal formats the methodology and content of scholarly works in the field of European history.
4. Conduct independent research in an effort to answer a developed and targeted research question in European history.
5. ____(instructor may add to this list)____

Statement Concerning 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 believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Services Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in an alternative format.

Academic Integrity Statement
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.

Inclement Weather (alternative schedule–"two-hour delay")
If the university president declares an "alternative schedule" day, our class would meet _____.

Drop Policy
To find the last day to withdraw from this class without academic penalty please consult the Colonel's Compass at http://www.eku.edu/compass/.

Attendance Policy
According to history department policy, any student missing more than twenty percent of the class sessions may be assigned a failing grade for the semester, at the discretion of the instructor. _____(fill in your own attendance policy)_____.

Midterm Grades
Midterm Grades will be posted by _____.

Student Progress
Students will receive written feedback concerning their progress in this course prior to midterm via _____ (describe mechanism—graded discussion of assigned reading or papers, for instance)_____

Required Reading

Readings will vary according to the topic undertaken. A typical semester might include these readings:

- Walter L. Arnstein, *Britain Yesterday and Today: 1830 to the Present*, 8th ed.
- Charles Dickens, *Hard Times*
- Kenneth Morgan, *The Birth of Industrial Britain: Social Change, 1750-1850*
- William Wilcox, *The Age of Aristocracy, 1688-1830*

Course Requirements

Requirements will vary according to the professor's determination. Typical requirements would include the following:

First eight weeks of the semester

The student will read four different books during the first eight weeks of the semester. The assignments for this portion of the class fall into two categories. First, we will meet to discuss the book for approximately 30 minutes. The time for this meeting will be decided at a future date and each meeting will take place in the professor's office. Second, the student will then write a review of the book that will be 800-1000 words in length. Each review will provide a brief summation of the book and the author's argument. It will also provide a critique of the book's strengths and weaknesses.

Second eight weeks of the semester

The second half of this independent study will focus on the completion of an 8-10 page research paper on some aspect of European history to be decided over the course of the first half of the semester. The schedule below will provide the structure for this assignment and the specific requirements for the term paper will be discussed in advance of each date given below.

Schedule for Assigned Readings

Based on the above assignments, a possible schedule would be the following:

First Assigned Book

	Discussion:	Tuesday, August 28
	Review Due:	Tuesday, September 4

Second Assigned Book

	Discussion:	Tuesday, September 11
	Review Due:	Tuesday, September 18

Third Assigned Book

	Discussion:	Tuesday, September 25
	Review Due:	Tuesday, October 2

Fourth Assigned Book

	Discussion:	Thursday, October 11
	Review Due:	Tuesday, October 16

Schedule for Research Paper Assignments

Discussion of Topics – Tuesday, September 25

List of Potential Sources – Thursday, October 13

Discussion of Research Progress – Tuesday, October 23

Intro Paragraph and Rough Outline – Tuesday, November 6

Rough Draft – Tuesday, November 27

Final Paper – Tuesday, December 11

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

Part I

(Check one)		Department Name	History
X	New Course (Parts II, IV)	College	Arts and Sciences
	Course Revision (Parts II, IV)	*Course Prefix & Number	HIS 312C
	Hybrid Course ("S," "W")	*Course Title (30 characters)	Independent Study in History: _____
	Course Dropped (Part II)	*Program Title	
	New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
	Program Revision (Part III)		
	Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/9/10	Graduate Council*	NA
Is this a SACS Substantive Change? Yes**☐ No☒ X**		Council on Academic Affairs	
College Curriculum Committee		Approved ____ 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 add a new course designation of HIS 312C so that the Independent Study course already in existence will be accurately distributed by Degree Works within the three areas of study of the History Major. This will be done in conjunction with a course revision to create HIS 312A and the addition of HIS 312B.

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

 Spring 2011

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

B. The justification for this action:

By making HIS 312, Independent Study in History, more area specific in its designation we save the History Department Chair and student advisors from having to fill out Exception forms to properly distribute the class in Degree Works each semester.

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

Personnel Impact:

 NA

Operating Expenses Impact:

NA

Equipment/Physical Facility Needs:

NA

Library Resources:

NA

Part II. Recording Data for New, Revised, or Dropped Course
        (For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.)

HIS 312C Independent Study in History:_____ . (3) A. <u>Individual research and/or reading on a problem area in Non-Western history. Regular reports and final research paper required. Students must have the independent study proposal form approved by faculty supervisor and department chair prior to enrollment.</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
HIS	312C	Spring 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS	HIST

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 0
3	Lecture ___ Laboratory ___ Other X	Cip Code (first two digits only) 54

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
0	3	N	FR ___ JR ___ SO ___ SR ___
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study X	Data entry person _____
		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 ˉ.)

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

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

HIS 312C: Independent Study in History: _____   Office: _____
Semester:_____, 3 cr. hrs., CRN: _____   Office Phone: _____
Instructor:_____   Office Hours: _____
e-mail:_____   (or by appointment)

Catalog Description:
Individual research and/or reading on a problem area in Non-Western history. Regular reports and final
research paper required. Students must have the independent study proposal form approved by faculty
supervisor and department chair prior to enrollment.

Student Learning Outcomes:
Upon completion of this course, the student will be able to:
  1. Understand and evaluate the methodology and practice of historians who focus on a specific
     topic area within the larger field of Non-Western history.
  2. Synthesize content knowledge with the historical methodology in order to analyze the
     presentation of specific events and trends in Non-Western history.
  3. Explain in both written and verbal formats the methodology and content of scholarly works in
     the field of Non-Western history.
  4. Conduct independent research in an effort to answer a developed and targeted research
     question in Non-Western history.
  5. ____(instructor may add to this list)____

Statement Concerning Students with Disabilities
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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.

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may be assigned a failing grade for the semester, at the discretion of the instructor. _____(fill in your
own attendance policy)_____.

Midterm Grades
Midterm Grades will be posted by _____.

Student Progress
Students will receive written feedback concerning their progress in this course prior to midterm via _____
(describe mechanism—graded discussion of assigned reading or papers, for instance)_____

Required Reading
Readings will vary according to the topic undertaken. A typical semester might include these readings:
- Levtzion, Nehemiah., and Randall Pouwels, eds. *The History of Islam in Africa.*
- Callaway*,* Barbara J., and Lucy Creevey. *Heritage of Islam: Women, Religion, and Politics in West Africa.*
- Human Rights Watch. *Political Shari'a? Human Rights and Islamic Law in Northern Nigeria*, Vol. 16, No. 9, September 2004. http://www.hrw.org/reports/2004/nigeria0904/ (accessed May 20, 2008).
- Hanretta, Sean. *Islam and Social Change in French West Africa: History of an Emancipatory Community (African Studies)*

Course Requirements
Requirements will vary according to the professor's determination. Typical requirements would include the following:

First eight weeks of the semester

The student will read four different books during the first eight weeks of the semester. The assignments for this portion of the class fall into two categories. First, we will meet to discuss the book for approximately 30 minutes. The time for this meeting will be decided at a future date and each meeting will take place in the professor's office. Second, the student will then write a review of the book that will be 800-1000 words in length. Each review will provide a brief summation of the book and the author's argument. It will also provide a critique of the book's strengths and weaknesses.

Second eight weeks of the semester

The second half of this independent study will focus on the completion of an 8-10 page research paper on some aspect of Non-Western history to be decided over the course of the first half of the semester. The schedule below will provide the structure for this assignment and the specific requirements for the term paper will be discussed in advance of each date given below.

Schedule for Assigned Readings
Based on the above assignments, a possible schedule would be the following:

First Assigned Book

Discussion:	Tuesday, August 28
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Second Assigned Book

Discussion:	Tuesday, September 11
Review Due:	Tuesday, September 18

Third Assigned Book

Discussion:	Tuesday, September 25
Review Due:	Tuesday, October 2

Fourth Assigned Book

Discussion:	Thursday, October 11
Review Due:	Tuesday, October 16

Schedule for Research Paper Assignments

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Intro Paragraph and Rough Outline – Tuesday, November 6

Rough Draft – Tuesday, November 27

Final Paper – Tuesday, December 11

EASTERN KENTUCKY UNIVERSITY

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College of Business and Technology
Office of the Associate Dean

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Richmond, Kentucky 40475-3102
(859) 622-1574 FAX: (859) 622-1413
Ed.Davis@eku.edu • www.cbt.eku.edu

M E M O R A N D U M

TO: Council on Academic Affairs

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

DATE: December 2, 2010

SUBJECT: Curriculum Proposal(s)

Please consider the following curriculum proposal(s) from the College Business & Technology's Curriculum Committee at the next CAA meeting on December 16, 2010:

Department of Applied Engineering & Technology (AE&T)

1. New Course(s)

Course	Proposal	Pages
CON 321, Boundary Surveying	To create a new surveying course entitled Boundary Surveying as part of a Land Surveying Minor & Certificate program with syllabus.	AE&T 1-6

2. Revised Course(s)

Course	Proposal	Pages
CON 202, Materials & Methods of Construction II	Offer only one semester each year. Remove part of course description.	AE&T 7-9
CON 221, Plane Surveying	Offer the course every semester and modify pre-requisite.	AE&T 10-12
CON 303, Statics & Strength of Materials	Offer the course every semester and modify pre-requisites.	AE&T 13-15
CON 307, Soils & Foundations	Change semester in which course is offered.	AE&T 16-18
CON 320, Construction Surveying	Offer the course every semester.	AE&T 19-21
CON 322, Construction Structural Design	Offer course every semester and change pre-requisites.	AE&T 22-24
CON 323, Estimating I	Change course offering to every semester, change pre-requisites, and change description.	AE&T 25-27
CON 324, Mechanical/ Electrical Systems	Modify course description.	AE&T 28-30

2. **Revised Course(s) Cont'd**

Course	Proposal	Pages
CON 420, Engineering Economy	Offer course every semester and to modify course description	AE&T 31-33
CON 423, Estimating II	Course to be offered every semester, pre-requisite added, and course description updated.	AE&T 34-36
CON 425, Project Organization & Supervision	Correct the course prefix for pre-requisite course.	AE&T 37-39
CON 426, Scheduling	Course to be offered every semester. Change of pre-requisites. Updated course description to more accurately represent course content and to use more current terminology. Add lab time.	AE&T 40-42
GCM 414, Printing Estimating & Costs	Add a prerequisite.	AE&T 43-45

3. Program Revision(s)

Program	Proposal	Pages
General Studies (A.G.S.): Computer Networking Systems Concentration	Establish a Concentration in Computer Networking for the Associate of General Studies degree program.	AE&T 46-47
General Studies (A.G.S.): Electricity & Electronics Concentration	Establish a Concentration in Computer Networking for the Associate of General Studies degree program.	AE&T 48-49
B.S. in Construction Management	Decrease the number of credit hours in the program from 128 to 120. Add MAT 117. Add FIN 310 as an alternative to ACC 201.	AE&T 50-51

4. **New Programs(s)**

Program	Proposal	Pages
Minor in Land Surveying	To establish a minor program in Land Surveying	AE&T 52-53

Department of Agriculture:

1. **Course Revision(s):**

Course	Revision	Page
OHO 391, Landscape Methods & Related Businesses	Change pre-requisite course number, remove Spring semester offering and correct spelling.	AGRI 1-3

Department of Communication:

1. Course Revision(s)

Course	Revision	Page
CMS 305, Research Design in Communication Studies	Include CMS 205W and Block II General Education requirement as prerequisites for CMS 305.	COMM 1-3
CMS 310, Small Group Communication	Include CMS 200, and 210 as prerequisites for CMS 310.	COMM 4-6
CMS 320, Persuasion	Include CMS 205W or departmental approval as a prerequisite for CMS 320.	COMM 7-9
CMS 325, Communication and Conflict Management	Include CMS 205W or departmental approval as prerequisites for CMS 325.	COMM 10-12
CMS 375, Intercultural Communication	Include CMS 200, CMS 205W, and CMS 210 as prerequisites for CMS 375.	COMM 13-15
CMS 400, Communication and Gender	Include CMS 200, 205W, and 210 as prerequisites for CMS 400.	COMM 16-18
CMS 485S, Communication Training and Development	Include CMS 200, CMS 205W, CMS 250 and CMS 300 as prerequisites for CMS 485S.	COMM 19-21
CMS 495, Communication Leadership and Change	Include CMS 200, 205W, 250, 300 and senior standing as prerequisites for CMS 495.	COMM 22-24

2. Program Revision(s)

Program	Revision	Page
General Studies (A.G.S.): Journalism Concentration	Create a Journalism area of concentration for the university's Associate of General Studies degree. Request students take COM 200 or 200W under Block VII in general education.	COMM 25-26
Broadcasting & Electronic Media B.A.		COMM 27-28
Communication Studies B.A.	Restructure the Communication Studies curriculum and to reduce the required hours for the major from 48 to 45.	COMM 29-30
Journalism B.A.	Allow JOU majors to have a minor in BEM.	COMM 31-32

EKUBusiness—Departments of Accounting, Finance & Information Systems and Management, Marketing & Administrative Communication Curriculum Revision(s):

Course	Revision	Page #
GBU 851, Business Strategy	Add the following statement: "A Knowledge Test Exit Exam (KTEE) will be administered."	EKUBusiness 1-3
GBU 891, Thesis Research	Change the wording "comprehensive exam" to "Knowledge Test Exit Exam (KTEE)." Add statement: "the decision to complete a thesis must be made during the student's second semester in the MBA Program."	EKUBusiness 4-6
GRD 867a, Graduate Program & Research	Change the wording "MBA Written Comprehensive Exam" to "MBA Knowledge Test Exit Exam."	EKUBusiness 7-9

EKUBusiness—Departments of Accounting, Finance & Information Systems and Management, Marketing & Administrative Communication Curriculum Revision(s) Continued:

Program	Revision	Page #
Master of Business Administration	Change the Program Requirements by taking the "Exit Requirement" out of electives area and use as sub-title on its own. Add Exit Requirement statement to both Options under Program Requirements. Change the text in Exit Requirements indicating "comprehensive exam" is now "Knowledge Test Exit Exam (KTEE)" and some other wordage.	EKUBusiness 10-12

Department of Management, Marketing and Administrative Communication:
1.   Program Revision(s)

Program	Revision	Page
Business and Marketing Education/Teaching (B.S.)	Remove two hours of free electives from the B.S. in Business and Marketing Education/Teaching major requirements. Eliminate statement "Professional Skills Seminar" from College Requirements. Alphabetize courses in requirements where needed.	MMAC 1-2

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
X New Course (Parts II, IV)	College	Business and Technology
___ Course Revision (Parts II, IV)	*Course Prefix & Number	CON 321
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Boundary Surveying
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ____ 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 new surveying course entitled Boundary Surveying as part of a Land Surveying Minor/Certificate program.

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

Fall 2011

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

NA

B. The justification for this action:

This course on boundary law and boundary location is necessary to meet the requirements of the Kentucky core curriculum in Land Surveying as described in KRS 322.045(1)(c)2. This course is not currently offered anywhere on campus.

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

AE&T 1

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

<div align="center">New or Revised* Catalog Text</div>
(*Use ~~strikethrough~~ for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

<u>**CON 321 Boundary Surveying. (3) I.** Prerequisite: CON 221. This course introduces students to the principles of boundary surveying and provides them with the basic knowledge and skill to practice boundary surveying under the supervision of a registered professional surveyor.</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
CON	321	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AE&T

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture _3_ 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)
1	3 (20%)	N	FR _____ JR _____ SO _____ SR _____

		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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>CON 221</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

AE&T 3

Eastern Kentucky University
Department of Technology
CON 321 Boundary Surveying, CRN 00000
3 semester hours

Bryan Dyer, P.E.,Ph.D, Leed AP
Office: Whalin 320b, hours posted by door
Phone 622-6912; 270-791-7096(cell)
email: bryan.dyer@eku.edu

Course Description:

This course will introduce students to the principles of boundary surveying and will provide them with the basic knowledge and skill to practice boundary surveying under the supervision of a registered professional surveyor.
Pre-requisites: Con 221

Textbooks:

Brown's Boundary Control and Legal Principles by Robillard, Wilson and Brown, 6th edition, John Wiley and Sons Publisher, ISBN 978-0-470-18354-0 (used at *amazon.com* or *half.com*) (Land Surveyor's Workshop will offer a discount ($15) if purchased together – www.landsurveys.com)

A Study Guide Supplement with Questions and Answers – for Brown's Boundary Control and Legal Principles by Keen, J.E. (www.landsurveys.com)

Materials:

a) Field Book
b) Engineers Scale (has 10, 20, 30, 40, 50, 60 scales) C-Thru TS-655
c) C-Thru (#255) full circle protractor (3.5in dia.) and (#26-A) land measure compass
d) Graph paper
e) HP-35s calculator ($85) and HP-35s Programming manual by Land Surveyor's Workshop ($40) [If you already own a HP33s then buy the Programming Manual for the HP33s] (www.landsurvey.com) – this is an acceptable calculator for the FE, SIT, PS and PE exams – see http://www.ncees.org/exams/fundamentals/

Evaluation Method: (approximate weight)

Tests (3 test w/ lowest dropped) =30%
Final Exam (comprehensive) =40%
Homework (always use green paper for calculations) = 10%
Quizzes = 10%
Notebook (3 ring binder indexed by tests, quizzes, handouts) =10%
Grading policy: A (100-90); B (90-80); C (80-70); D (70-60); F (< 60)

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Student Learning Outcomes:
1) Collect and analyze existing property pin and ancillary property data to establish existing boundary lines
2) Perform the usual COGO procedures to locate existing and proposed boundary lines
3) Operate station and data collectors to perform field boundary calculations and stake-out of property lines
4) Perform courthouse and office (in house) search of existing deeds and easements
5) Perform field surveying of a metes and bounds deed
6) Perform field surveying of a sectional land deed
7) Perform land split from a metes and bounds description
8) Perform land split from a sectional land description
9) Perform ALTA surveys
10) Perform celestial observations to establish boundary survey direction
11) Calculate the location of lost public lands corners
12) Write deeds and easements

Student Progress:

Student may access major components of his or her grades from Blackboard throughout the term.

Attendance Policy:

Attendance is important and is considered part of the final grade. Test dates attendance is required. Absences will be considered unexcused unless student informs instructor of the reason for absence. Illness, death in the family, approved University activities, or other unavoidable incidents are examples of excused absence.

Last Date to Drop the Course:

TBD

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 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 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.edu . Questions regarding the policy may be directed to the Office of Academic Integrity.

Official E-mail:

An official EKU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this EKU e-mail address.

CON 321-001 – Boundary Surveying Outline

1) General overview of boundary surveying (historic and current methods)
2) Deed research (Courthouse and in-house office files)
3) Review of COGO as related to boundary creation and stake out
   Test 1
4) Boundary evidence field search techniques
5) Metes and bounds deeds and field surveying procedures
6) Public land sectional surveying procedures
7) Public land subdivision
8) General property laws
9) Restoring lost corners in the public lands subdivision system
   Test 2
10) Subdivision (Plat) surveying in old and new plats
11) Right of ways and easements
12) Minimum standards for boundary surveying (state and normal field practice)
13) ALTA surveys
   Test 3
14) Celestial observations for boundary survey reference azimuths
15) Professional surveyor conduct in the field, office and courtroom
   Final Exam

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 202
Hybrid Course ("S," "W")	*Course Title (30 characters)	Materials & Methods of Construction II
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Offer only one semester each year. Remove part of course description.

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

Fall 2011.

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

N/A

B. The justification for this action:

Instruction towards concrete certification test is no longer offered in 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

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Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.)

CON 202 Materials and Methods of Construction II. (3) ~~I,~~ II.
Composition, manufacture, and grades of construction materials and building products with an emphasis on concrete and masonry. Methods, including safety, involved in the placement and installation of these materials. ~~Students sit for concrete technician certification tests.~~ 2 Lec/2 Lab.

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)*
CON	202	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AE&T

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		Practicum	

<div style="background:black;color:white">

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

</div>

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 ˉ.)

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

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	College of Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 221
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Plane Surveying
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Offer the course every semester and modify pre-requisite.

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

Fall 2011

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

N/A

B. The justification for this action:

To ensure that students have adequate trigonometric skills to succeed in the 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

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Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.)

CON 221 Plane Surveying. (3) I, II. Prerequisite: MAT 108 <u>with minimum grade of "C"</u>.
Principles of surveying, including the measurement of distances, elevations, and angles. Calculations for the various operations, including traverse computations. Introduction to the use of surveying instruments and note keeping. 2 Lec/2 Lab.

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)*
CON	221	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AE&T

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**
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		Practicum ____	

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

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

Course Prefix and No.	
Course Prefix and No.	

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

Course Prefix and No.	MAT 108 with minimum grade of "C".
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
_____ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 303
_____ Hybrid Course ("S," "W")	*Course Title (30 characters)	Statics and Strength of Materials
_____ Course Dropped (Part II)	*Program Title	
_____ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
_____ Program Revision (Part III)		
_____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Offer the course every semester and modify pre-requisites.

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

Fall 2011

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

N/A

B. The justification for this action:

Since course is now required in Fire, Protection, and Safety Engineering Technology program, pre-requisites must be consistent.

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

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Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.)

CON 303 Statics and Strength of Materials. (3) ~~A.~~ <u>I,II.</u>
Prerequisites: MAT 108 <u>or 124 with a minimum grade of "C",</u> and PHY 131 <u>or 201</u>. Study of loads, forces and their effects on rigid bodies and structures at rest. Computation of equilibrium reactions, internal forces, shear, moments, couples, friction, stress, strain, and deformation. Finding centroids and moments of inertia.

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)*
CON	303	Fall 2011	AS ____ JS ____ BT X EM ____ ED ____ PC ____ HS ____	AE&T

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 _____

Schedule Type (cont.)	Work Load (cont.)	Grading Information	FOR BANNER USE ONLY
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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 ˉ.)

Course Prefix and No.	MAT 108 <u>or 124 with a minimum grade of "C"</u>, and PHY 131 <u>or 201</u>.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 307
Hybrid Course ("S," "W")	*Course Title (30 characters)	Soils and Foundations
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ____ 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.)

Change semester in which course is offered.

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

Fall 2011.

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

N/A

B. The justification for this action:

This course will now be taught Fall rather than Spring semester.

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 <u>underlines</u> for additions. 3.   For a dropped course, provide the current catalog text.
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.) **CON 307 Soils and Foundations. (3) <u>I</u>~~II~~.** Prerequisite: CON 303. A study of soil mechanics as it relates to foundation construction. Topics include soil classification, engineering properties, compaction testing, types of foundation systems, and methods of foundation construction.

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)*
CON	307	Fall 2011	AS ____ JS ____ BT __X__ EM ____ ED ____ PC ____ HS ____	AE&T

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		Practicum ____	

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

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

Course Prefix and No.	
Course Prefix and No.	

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

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

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 320
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Construction Surveying
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Offer the course every semester.

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

Fall 2011

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

N/A

B. The justification for this action:

This course will be taught every semester.

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

AE&T 19

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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.

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.)

CON 320 Construction Surveying. (3) <u>I, II.</u> Prerequisite: CON 221.
The application of surveying skills as they relate to horizontal and vertical control on construction projects. Activities include building layout, centerline staking, earthwork computations, and slope staking. The use of electronic instruments is emphasized. 2 Lec/2 Lab.

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)*
CON	320	Fall 2011	AS ____ JS ____ BT __X__ EM ____ ED ____ PC ____ HS ____	AE&T

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: Check all applicable	FOR BANNER USE ONLY
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		Practicum ____	

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

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

Course Prefix and No.	
Course Prefix and No.	

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

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

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

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

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

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

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

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

AE&T 21

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 322
Hybrid Course ("S," "W")	*Course Title (30 characters)	Construction Structural Design
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Offer course every semester and change pre-requisites.

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

Fall 2011

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

N/A

B. The justification for this action:

Since course is now required in Fire, Protection, and Safety Engineering Technology program, pre-requisites must be consistent. Construction Management program change requires MAT117 as co-requisite with MAT261.

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

AE&T 22

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.)

CON 322 Construction Structural Design. (3) I, II. Prerequisites: CON 303 and MAT 124 or MAT 261 and MAT 117.
A study of the design of beams and columns using steel and wood. Principles of structural design related to the design of temporary structures used in the construction process.

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)*
CON	322	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AE&T

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: Check all applicable

        Thesis _____
     Internship _____
Independent Study _____
    Practicum _____

FOR BANNER USE ONLY
Date of data entry _____
Data entry person _____

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

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

Course Prefix and No.	
Course Prefix and No.	

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

Course Prefix and No.	CON 303 and MAT 124 or MAT 261 and MAT 117.
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	Applied Engineering and Technology
New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 323
Hybrid Course ("S," "W")	*Course Title (30 characters)	Estimating I
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Change course offering to every semester, change pre-requisites, and change description.

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

Fall 2011

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

N/A

B. The justification for this action:

Course focus is broader than current description indicates. Current industry terminology has been substituted. Course is now all lecture and computer applications have been moved to CON423, Estimating II. To ensure that students have adequate trigonometric skills to succeed in the 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

AE&T 25

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

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.)

CON 323 Estimating I. (3) I,<u>II.</u> Prerequisites: CON 201, 202, <u>and</u> MAT 108 <u>with a grade of "C"</u>~~, and TEC 161~~.
A study of the materials and labor required in the construction of ~~residential and light~~ commercial projects. Experience is gained in reading <u>drawings</u> ~~plans~~, calculating <u>material</u> ~~work~~ quantities, and listing work items in a standardized format. ~~2 Lec /2 Lab.~~

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)*
CON	323	Fall 2011	AS ____ JS ____ BT __X__ EM ____ ED ____ PC ____ HS ____	AE&T

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture __3__ 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)
1	3 (20%)		FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: _Check all applicable_	**FOR BANNER USE ONLY**
			Date of data entry _____
		Thesis ____	
		Internship ____	Data entry person _____
		Independent Study ____	
		Practicum	

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

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

Course Prefix and No.	
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.	CON 201, 202, and MAT 108 with a grade of "C", and TEC 161.
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	Applied Engineering and Technology
New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 324
Hybrid Course ("S," "W")	*Course Title (30 characters)	Mechanical/Electrical Systems
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Modify course description.

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

Fall 2011

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

N/A

B. The justification for this action:

Description has been changed to more accurately portray the scope of the course material and current industry terminology has been substituted.

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

AE&T 28

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 <u>underlines</u> for additions.
3.   For a dropped course, provide the current catalog text.

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.)

CON 324 Mechanical/Electrical Systems. (3) II. Prerequisites: CON 201 and 21 additional hours of CON courses. A study of plumbing, heating, air-conditioning, electrical power distribution, and lighting for <u>vertical and horizontal construction</u> ~~residential and commercial construction of buildings~~. ~~Heat loss and heat gain calculations~~. Basic fundamentals of water supply, waste drainage, ~~and~~ electrical circuits<u>, and heat loss/ gain calculations are studied. 2 Lec/2 Lab</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
CON	324	Fall 2011	AS ____ JS ____ BT __X__ EM ____ ED ____ PC ____ HS ____	AE&T

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture __2__ Laboratory __2__ 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)
1	3 (20%)		FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	**FOR BANNER USE ONLY**
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		Practicum ____	

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

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

Course Prefix and No.	
Course Prefix and No.	

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

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

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 420
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Engineering Economy
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Offer course every semester and to modify course description.

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

Fall 2011

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

N/A

B. The justification for this action:

Description updated to describe actual course material.

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

AE&T 31

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 <u>underlines</u> for additions.   3.   For a dropped course, provide the current catalog text.

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.)

CON 420 Engineering Economy. (3) I<u>, II</u>. Junior Class Restriction.
A systematic application of engineering economy to design, selection of construction materials, and construction methods. A study of first costs, operating and maintenance costs, service life, and replacement costs. ~~Value engineering incentives are studied.~~

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)*
CON	420	Fall 2011	AS ____ JS ____ BT __X__ EM ____ ED ____ PC ____ HS ____	AE&T

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		Practicum	

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

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

Course Prefix and No.	
Course Prefix and No.	

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

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

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

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

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

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

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

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

AE&T 33

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 423
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Estimating II
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/129/2010	Approved ___ Disapproved ___	
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.)

Course to be offered every semester, pre-requisite added, and course description updated.

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

Fall 2011

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

N/A

B. The justification for this action:

Computer applications were removed from predecessor course, CON323, Estimating I, so pre-requisite needs to be added. Current industry terminology has been substituted.

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

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Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.)

CON 423 Estimating II. (3) <u>I,</u>II. Prerequisite: CON 323 <u>and TEC161</u>. Construction projects of moderate complexity are divided <u>by scope, then materials are quantified and costed.</u> ~~into work packages, followed by calculation of work quantities~~ Standard ~~c~~<u>C</u>ost databases ~~books~~ are utilized ~~to develop prices~~ for <u>estimating</u> labor, materials, ~~subcontracts,~~ equipment, and overhead. Emphasis is placed on the use of ~~spreadsheets and~~ estimating software. 2 Lec/2 Lab.

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)*
CON	423	Fall 2011	AS ____ JS ____ BT _X_ EM ____ ED ____ PC ____ HS	AE&T

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 _____

Schedule Type	Work Load	Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	FOR BANNER USE ONLY
			Date of data entry _____
		Thesis ____	
		Internship ____	Data entry person _____
		Independent Study ____	
		Practicum ____	

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

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

Course Prefix and No.	
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.	CON 323 and TEC161.
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	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 425
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Project Organization and Supervision
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Correct the course prefix for pre-requisite course.

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

Fall 2011

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

N/A

B. The justification for this action:

Pre-requisite prefix was changed.

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

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Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

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.)

CON 425 Project Organization and Supervision. (3) II. Prerequisites: MGT 300 or MGT 301 or ~~INT~~<u>AEM</u> 408 and CON 421. A study of principles of construction project administration, systems for efficient operation of office and field personnel, and dispute avoidance and resolution procedures. The construction process is followed from project inception to closeout.

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)*
CON	425	Fall 2011	AS ____ JS ____ BT __X__ EM ____ ED ____ PC ____ HS ____	AE&T

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		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.	MGT 300 or MGT 301 or ~~INT~~AEM 408 and CON 421
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	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CON 426
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Scheduling
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Course to be offered every semester. Change of pre-requisites. Updated course description to more accurately represent course content and to use more current terminology. Add lab time.

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

Fall 2011

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

N/A

B. The justification for this action:

Computer applications require lab time. Pre-requisites must be changed to better prepare students for the course. Content has been modified to keep up with advances in technology.

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

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Part II. Recording Data for New, Revised, or Dropped Course
(For a **new required course,** complete a separate request for the appropriate program revisions.)

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

<div align="center">New or Revised* Catalog Text</div>

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

CON 426 Scheduling. (3) <u>I,</u>II. Prerequisites: ACC 201 <u>or FIN 310</u> and CON <u>423</u> ~~323~~. A study of the planning and control of construction activities and <u>project costing</u> ~~costs~~. Topics include critical path method scheduling, <u>metric based</u> progress monitoring, ~~cost control and~~ cash flow <u>analysis, and cost control</u>. <u>Standard scheduling software is used. 2 Lec/2 Lab.</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
CON	426	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AE&T

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture _2_ Laboratory _2_ 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)
1	3 (20%)		FR _____ JR _____
			SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	**FOR BANNER USE ONLY**
		Thesis	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		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.	ACC 201 or FIN 310 and CON ~~323~~ 423.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	GCM 414
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Printing Estimating and Costs
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	10/8/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Add a prerequisite.

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

Fall 2011

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

NA

B. The justification for this action:

It is important that students complete both courses listed as 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

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

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

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

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.)

GCM 414 Printing Estimating and Costs. (3) II. Prerequisite<u>s</u>: GCM <u>316 and</u> 319. Methods and procedures of predetermining costs of printed products. The determination of equipment hourly rates and depreciation, cost centers, and equipment purchase decisions will be discussed with emphasis on computer related operations.

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)*
GCM	414	Fall 2011	AS ____ JS ____ BT _X_ EM ____ ED ____ PC ____ HS ____	AE&T

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 _____
		Thesis _____	
		Internship _____	Data entry person _____
		Independent Study _____	
		Practicum _____	

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

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

Course Prefix and No.	
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.	GCM <u>316 and</u> 319.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	Business &Technology
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Associate of General Studies (A.G.S.): Computer Networking Systems Concentration
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
✓ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ✓		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _x_ Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

Establish a Concentration in Computer Networking for the Associate of General Studies degree program

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

Fall 2011

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

NA

B. The justification for this action:

The Associate of General Studies degree with a concentration in Computer Networking Systems will provide increased employment opportunities for students entering the modern high-tech workforce. The concentration includes coursework related to installing, configuring, securing, and maintaining the hardware and software in computer systems and networks. It is structured so as to provide a smooth transition into the Bachelor of Science program in Network Security and Electronics and/or in other computer related disciplines at Eastern Kentucky University.

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

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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 <u>underlines</u> for additions.)

Associate Degrees
General Studies (A.G.S.)
CIP Code: 24.0102
Page 64 & 65 of Undergraduate Catalog (2010-2011

The Associate of General Studies degree provides students, especially adult learners, the opportunity to pursue a flexible degree program to meet their unique interests, career goals, and academic needs. Reflecting EKU's commitment to a liberal arts education, the degree allows students to concentrate in an area of interest while selecting from a wide variety of courses to meet personal, educational, or career goals. This degree is designed for students who want to advance in their careers, change careers, pursue a lifelong interest beyond their careers, or use the degree as a pathway to a baccalaureate degree. As of Spring 2011, students who are admitted as "Special Admittance/Conditional Admittance" (see page 10 of the Catalog), will be initially admitted into the Associate of General Studies degree program.

OPPORTUNITIES

The Associate of General Studies degree has become more attractive with the growth of business and industry in the area and with the increase of minimum educational requirements for employment or promotion. In addition to those students wishing to enhance their employability, other students will find the program offers numerous opportunities to seek a degree for their own personal satisfaction. The degree allows students to gain confidence in their abilities by earning a degree at the associate level prior to enrolling in a baccalaureate program. The associate degree provides opportunities for students who wish to consolidate previously earned credits to complete their first degree.

Serving students from a varied background of college readiness, this degree provides students a defined path to success in earning one or more degrees. Upon successful completion of EKU's Associate of General Studies degree, the student will have met all General Education requirements, which will apply toward a four-year program at EKU or any other regional Kentucky institution.

Program Requirements

The program requirements for the Associate of General Studies are:

1. Complete a minimum of 60 semester credit hours of prescribed and elective college credit.

2. Earn a minimum grade point average (GPA) of 2.0 on all college-level work taken at EKU. In addition, transfer students must earn a minimum GPA of 2.0 on the combined transfer work and EKU work.

3. Complete at least 24 semester hours at EKU.

4. Complete an orientation course if the student begins as a freshman or transfers to EKU with fewer than 24 credit hours

5. Complete 48 semester hours of general education requirements as shown below:

 Block 1. Communication (9 hours)
 Block 2. Mathematics (3 hours)
 Block 3. Arts and Humanities (6 hours)
 Block 4. Natural Sciences (6 hours)
 Block 5. Social and Behavioral Sciences (9 hours)
 Block 6. Wellness (3 hours)
 Block 7. Breadth of Knowledge (6 hours)
 Block 8. Depth of Knowledge (6 hours)

6. Complete an approved 12-hour emphasis with an overall 2.0

 GPA within an individual college outside of the General Education Requirement.

The Associate of General Studies is intended to be a first degree and is not appropriate for a secondary degree.

Major requirements...12 hours
Courses must be within an individual College and exclusive of general education requirements. *The optional departmental concentration (see below) may be substituted for this area.*

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

Optional Departmental Concentration..........minimum 12 hours
All courses are within one academic department and specified and approved through the University Council on Academic Affairs. Students with a declared departmental concentration will be advised by faculty of that department and will be officially affiliated with that department. The Concentration will be reflected on the student's transcript.

University requirement
GSO 100 (or GSD 101). *May be waived for students with 24 or more transfer hours.*

Minimum A.Gs. Curriculum requirements.................60 hours
(Course and credit-hour requirements will vary based upon concentration selected and student's specific orientation course needs.)

CONCENTRATIONS
The following concentrations are available in the Associate of General Studies degree program:
<u>**Computer Networking Systems Concentration……....12 hours**</u>

<u>**Course requirements**</u>
<u>**NET 302, NET 303, NET 354, plus three additional hours of NET coursework**</u>

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
_____ New Course (Parts II, IV)	College	Business &Technology
_____ Course Revision (Parts II, IV)	*Course Prefix & Number	
_____ Hybrid Course ("S," "W")	*Course Title (30 characters)	
_____ Course Dropped (Part II)	*Program Title	Associate of General Studies (A.G.S.): Electricity & Electronics Concentration
_____ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
✓ Program Revision (Part III)		
_____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	
Is this a SACS Substantive Change? **Yes****** ☐ **No** ✓		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved x Disapproved _____	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

Establish a Concentration in Electricity and Electronics for the Associate of General Studies degree program

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

Fall 2011

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

NA

B. The justification for this action:

The Associate of General Studies degree with a concentration in Electricity & Electronics will provide students with a strong foundation of the discipline. In addition to preparing students for job opportunities in this important area of technology, it will also likely to encourage students to enter the baccalaureate degree program in Network Security and Electronics.

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

AE&T 48

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.)

Associate Degrees
General Studies (A.G.S.)
CIP Code: 24.0102
Page 64 & 65 of Undergraduate Catalog (2010-2011

The Associate of General Studies degree provides students, especially adult learners, the opportunity to pursue a flexible degree program to meet their unique interests, career goals, and academic needs. Reflecting EKU's commitment to a liberal arts education, the degree allows students to concentrate in an area of interest while selecting from a wide variety of courses to meet personal, educational, or career goals. This degree is designed for students who want to advance in their careers, change careers, pursue a lifelong interest beyond their careers, or use the degree as a pathway to a baccalaureate degree. As of Spring 2011, students who are admitted as "Special Admittance/Conditional Admittance" (see page 10 of the Catalog), will be initially admitted into the Associate of General Studies degree program.

OPPORTUNITIES

The Associate of General Studies degree has become more attractive with the growth of business and industry in the area and with the increase of minimum educational requirements for employment or promotion. In addition to those students wishing to enhance their employability, other students will find the program offers numerous opportunities to seek a degree for their own personal satisfaction. The degree allows students to gain confidence in their abilities by earning a degree at the associate level prior to enrolling in a baccalaureate program. The associate degree provides opportunities for students who wish to consolidate previously earned credits to complete their first degree.

Serving students from a varied background of college readiness, this degree provides students a defined path to success in earning one or more degrees. Upon successful completion of EKU's Associate of General Studies degree, the student will have met all General Education requirements, which will apply toward a four-year program at EKU or any other regional Kentucky institution.

Program Requirements

The program requirements for the Associate of General Studies are:

1. Complete a minimum of 60 semester credit hours of prescribed and elective college credit.

2. Earn a minimum grade point average (GPA) of 2.0 on all college-level work taken at EKU. In addition, transfer students must earn a minimum GPA of 2.0 on the combined transfer work and EKU work.

3. Complete at least 24 semester hours at EKU.

4. Complete an orientation course if the student begins as a freshman or transfers to EKU with fewer than 24 credit hours

5. Complete 48 semester hours of general education requirements as shown below:

  Block 1. Communication (9 hours)
  Block 2. Mathematics (3 hours)
  Block 3. Arts and Humanities (6 hours)
  Block 4. Natural Sciences (6 hours)
  Block 5. Social and Behavioral Sciences (9 hours)
  Block 6. Wellness (3 hours)
  Block 7. Breadth of Knowledge (6 hours)
  Block 8. Depth of Knowledge (6 hours)

6. Complete an approved 12-hour emphasis with an overall 2.0

  GPA within an individual college outside of the General Education Requirement.

The Associate of General Studies is intended to be a first degree and is not appropriate for a secondary degree.

Major requirements..12 hours
Courses must be within an individual College and exclusive of general education requirements. *The optional departmental concentration (see below) may be substituted for this area.*

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

Optional Departmental Concentration..........minimum 12 hours
All courses are within one academic department and specified and approved through the University Council on Academic Affairs. Students with a declared departmental concentration will be advised by faculty of that department and will be officially affiliated with that department. The Concentration will be reflected on the student's transcript.

University requirement
GSO 100 (or GSD 101). *May be waived for students with 24 or more transfer hours.*

Minimum A.G.s. Curriculum requirements................60 hours
(Course and credit-hour requirements will vary based upon concentration selected and student's specific orientation course needs.)

CONCENTRATIONS
The following concentrations are available in the Associate of General Studies degree program:
Electricity & Electronics Concentration…..................12 hours

Course requirements
EET 251, EET 252, EET 257, (EET 253 or EET 351)

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
New Course (Parts II, IV)	College	Business and Technology
Course Revision (Parts II, IV)	*Course Prefix & Number	
Hybrid Course ("S," "W")	*Course Title (30 characters)	
Course Dropped (Part II)	*Program Title	Construction Management
New Program (Part III)		(Major __X__, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved x Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

Decrease the number of credit hours in the program from 128 to 120. Add MAT 117. Add FIN 310 as an alternative to ACC 201.

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

Fall 2011

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

NA

B. The justification for this action:

In order to be consistent with other programs on campus and with construction management programs across the country, the program is being decreased from 128 to 120 hours. This is accomplished by reducing the number of hours of supporting and major courses while still meeting American Council for Construction Education accreditation standards.

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

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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 <u>underlines</u> for additions.)

Construction Management (B.S.)
CIP Code: 52.2001

University Requirement…..1 hour
BTO 100.
General Education Requirements…..........................30 hours
Standard General Education program, excluding blocks II, IVB, VB, VII (QS), and VIII (6 hours). Refer to Section Four of this *Catalog* for details on the General Education and University requirements.
College Requirement: Professional Skills Seminar
BTS 300 (CR) and BTS 400 (CR).
Supporting Course Requirements…..........................<u>36</u> ~~39-40~~ hours
ACC 201 <u>or FIN 310</u>, CCT 201, ECO 230, GBU 204, GLY 108, TEC 161; MAT 108,<u>117 (1),</u> and ~~MAT~~ 261, <u>or</u> <u>seven</u>~~six~~ hours of higher level MAT courses; MGT 301 or AEM 408, PHY 131 (5)~~, 132 (5) or CHE 101, 107 (1)~~; and three* hours of **ACC, CCT, CIS, ECO, FIN, GBU, INS, MGT, MKT, QMB, or RST electives as approved by major advisor.
~~**Free Electives…..0 -1 hours**~~
Major Requirements…..<u>53</u> ~~57~~ hours
CON 121, 201, 202, 221, 294, 303, 307, 320, 322, 323, 324, ***349 (2<u>6</u>), 420, 421, 423, 425, 426; ~~FSE~~ <u>OSH</u>379.
Total Curriculum Requirements…..........................<u>120</u> ~~128~~ hours
*Business electives may be upper or lower division as necessary in order to complete upper division requirement. ~~The Department of Applied Engineering and Technology's Construction Management program has articulation agreements for transfer of credit and cooperation with Bluegrass Community and Technical College's (formerly Lexington Community College) Associate in Applied Science Degree in Architectural Technology and the Associate in Applied Science Degree in Civil Engineering Technology.~~

<u>**Students wishing to pursue the Minor in Business must confer with their major advisor to make substitutions to the supporting course requirements. INS, QMB and RST courses do not apply to the Minor in Business.**</u>

~~Students must take a construction assessment examination before graduation. An exam fee is required.~~

~~+~~<u>***</u>Two separate summer enrollments are recommended in order to achieve a total of ~~6~~<u>2</u> credit hours.

<u>Students must take a construction assessment examination before graduation. An exam fee is required.</u>

~~**Students wishing to pursue the Minor in Business must confer with their major advisor to make substitutions to the supporting course requirements. INS, QMB and RST courses do not apply to the Minor in Business.**~~ The Construction Management program is accredited by the American Council for Construction Education.

<u>The Department of Applied Engineering and Technology's Construction Management program has articulation agreements for transfer of credit and cooperation with Bluegrass Community and Technical College's Associate in Applied Science Degree in Architectural Technology and the Associate in Applied Science Degree in Civil Engineering Technology.</u>

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

Part I

(Check one)	Department Name	Applied Engineering and Technology
___ New Course (Parts II, IV)	College	Business and Technology
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Land Surveying
X New Program (Part III)		(Major ___, Option ___; Minor _X_; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/5/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ Disapproved ___	DISCUSSION
General Education Committee*	NA	Faculty Senate**	
Teacher Education Committee*	NA	Board of Regents**	
		Council on Postsecondary Edu.***	

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

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

To establish a minor program in Land Surveying.

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

Fall 2011

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

NA

B. The justification for this action:

The Kentucky State Board of Licensure for Professional Engineers & Land Surveyors has stated the need for additional land surveyors given the large number of current surveyors who are retiring. The Board supports an additional source of trained students prepared to take the Fundamentals of Land Surveying Examination.

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

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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 <u>underlines</u> for additions.)

<u>Minor in Land Surveying</u>

<u>Designed to prepare students to take the Fundamentals of Land Surveying Examination (administered by the Kentucky State Board of Licensure for Professional Engineers & Land Surveyors) upon completion of the core curriculum in land surveying or during final year in a Baccalaureate Degree program if twelve (12) hours or more of the core curriculum in land surveying have been completed. This minor program includes all requirements of the core curriculum in land surveying.</u>

<u>**Requirements...21 hours**</u>
<u>CON 221, 294, 320, 321; GEO 353, 425, 455. Non-Construction Management majors must also take GBU204.</u>

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

Part I

(Check one)	Department Name	Agriculture
New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	OHO 391
Hybrid Course ("S," "W")	*Course Title (30 characters)	Landscape Methods and Related Businesses
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/12/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ____ 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.)

Change prerequisite course numbers, remove Spring semester offering and correct spelling.

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

Fall 2011

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

NA

B. The justification for this action:

The original prerequisite courses no longer exist. They were replaced by equivalent courses with new names and numbers. The course is only offered once every other year and "Lab" was misspelled.

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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.

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.)

OHO 391 Landscape Methods and Related Businesses. (3) ~~I, II.~~ <u>A.</u> Prerequisite: ~~OHO 261 or 262~~.<u>OHO 365 or 366.</u> Elements of design and the execution of the landscape architect plan. Additional emphasis will be placed on occupations related to ornamental horticulture including industrial grounds management. 2 Lec/2 ~~ab~~ <u>Lab</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
OHO	391	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AGRI

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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry _____
		Internship ___	
		Independent Study ___	Data entry person _____
		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.	~~OHO 261 or 262.~~OHO 365 or 366.
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)			

AGRI 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
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CMS 305
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Research Design in Communication Studies
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17//2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Include CMS 205W and Block II General Education requirement as prerequisites for CMS 305.

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

Fall 2011

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

NA

B. The justification for this action:

To ensure that students have the necessary competencies in logic, analysis, and quantitative skills.

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 <u>underlines</u> for additions.)

CMS 305 Research Design in Communication Studies (3) I, II. <u>Prerequisites: CMS 205W and Block II general education requirement.</u> An introduction to the techniques of experimental, survey, textual and ethnography research designs as each pertains to the study of human communication.

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	305	Fall 2011	AS ___ JS ___ BT _X_ 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 _____

Schedule Type	Work Load	Grading Information	FOR BANNER USE ONLY
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		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.	CMS 205W and Block II general education requirement.
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)			

COMM 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
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CMS 310
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Small Group Communication
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Include CMS 200, and 210 as prerequisites for CMS 310.

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

Fall 2011

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

NA

B. The justification for this action:

To ensure that students have the necessary competencies in critical thinking and public speaking.

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

COMM 4

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 <u>underlines</u> for additions.)

CMS 310 Small Group Communication. (3) I. II. <u>Prerequisites: CMS 200 and 210.</u> Introduction to theories of small group communication. Exposure to various types of groups with special emphasis on the role of communication in the development of group norms, roles, leadership styles, problem-solving techniques and decision making techniques.

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	310	Fall 2011	AS ____ JS ____ BT X 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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ____	Date of data entry _____
		Internship ____	
		Independent Study ____	Data entry person _____
		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.	CMS 200 and 210
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)			

COMM 6

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

Part I

(Check one)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CMS 320
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Persuasion
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Include CMS 205W or departmental approval as a prerequisite for CMS 320.

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

Fall 2011

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

NA

B. The justification for this action:

To ensure that students have the necessary competencies in writing.

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:

DVD's of popular films

COMM 7

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 <u>underlines</u> for additions.)

CMS 320 Persuasion. (3) <u>I, II.</u> <u>Prerequisites: CMS 205W or departmental approval.</u> Study of contemporary research and theories of persuasion and social influence. Theoretical analysis of campaign strategies, citizen advocacy, and selected social movements. Practice in the design, analysis, and implementation of persuasive messages.

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	320	Fall 2011	AS ____ JS ____ BT X 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**
		Thesis ____	Date of data entry ____
		Internship ____	
		Independent Study ____	Data entry person ____
		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>CMS 205W or departmental approval.</u>
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

COMM 9

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

Part I

(Check one)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CMS 325
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Communication and Conflict Management
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Include CMS 205W or departmental approval as prerequisites for CMS 325.

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

Fall 2011

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

NA

B. The justification for this action:

To ensure that students have the necessary competencies in writing.

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:

DVD's of popular films

COMM 10

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.

<div align="center">

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

</div>

CMS 325 Communication in Conflict Management. (3) ~~A.~~ <u>I, II. Prerequisites: CMS 205W or departmental</u> <u>approval.</u> A study of the communication components that contribute to the initiation, perpetuation, and resolution of conflict. Emphasis on building appropriate communication skills for productive conflict management.

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	325	Fall 2011	AS ___ JS ___ BT X 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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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.	CMS 205W or departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

COMM 12

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

Part I

(Check one)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CMS 375
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Intercultural Communication
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** x		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Include CMS 200, CMS 205W, and CMS 210 as prerequisites for CMS 375.

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

Fall 2011

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

NA

B. The justification for this action:

To ensure that students have the necessary competencies in interpersonal, public speaking, writing and critical thinking.

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:

DVD's for Intercultural Studies.

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 <u>underlines</u> for additions.) **CMS 375 Intercultural Communication. (3) A.** <u>Prerequisites: CMS 200, 205W, and 210.</u>   A study of the communication process across cultures with emphasis on intercultural perceptions, values, and language problems as well as nonverbal expression in personal and professional settings.

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	375	Fall 2011	AS ___ JS ___ BT _X_ 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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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.	CMS 200, 205W, and 210.
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)			

COMM 15

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

Part I

(Check one)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CMS 400
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Communication and Gender
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Include CMS 200, 205W, and 210 as prerequisites for CMS 400.

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

Fall 2011

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

NA

B. The justification for this action:

To ensure that students have the necessary competencies in critical thinking, writing, interpersonal, and public speaking skills.

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:

DVD's for Gender Studies

COMM 16

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 <u>underlines</u> for additions.)

CMS 400 Communication and Gender (3) A. <u>Prerequisites: CMS 200, 205W, and 210.</u> Focuses on relationships between communication and gender, race, and social class. Examines ways in which gender roles are created and recreated in society and in our personal and professional relationships.

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	400	Fall 2011	AS ____ JS ____ BT X 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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ____	
		Internship ____	Date of data entry _____
		Independent Study ____	
		Practicum	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.	CMS 200, 205W, and 210.
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)			

COMM 18

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

Part I

(Check one)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CMS 485S
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Communication Training and Development
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved ___ 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.)

Include CMS 200, CMS 205W, CMS 250 and CMS 300 as prerequisites for CMS 485S.

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

Fall 2011

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

NA

B. The justification for this action:

To ensure that students have the necessary competencies in interpersonal, interviewing, public speaking, and writing.

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 <u>underlines</u> for additions.)

CMS 485S Communication Training and Development. (3) I, II. Prerequisite: CMS <u>200, 205W, 250, and </u>300 ~~and 24 hours completed in CMS~~. An introduction to the field of communication training and development for corporate, industrial, institutional, medical or educational settings. Students will practice training techniques in on-site situations. Credit will not be awarded to students who have credit for CMS 406 or 485.

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	485S	Fall 2011	AS ___ JS ___ BT X 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: _Check all applicable_	**FOR BANNER USE ONLY**
			Date of data entry _____
		Thesis _____	
		Internship _____	Data entry person _____
		Independent Study _____	
		Practicum _____	

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

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

Course Prefix and No.	
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.	CMS 200, 205W, 250, and 300 ~~and 24 hours completed in CMS~~
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)			

COMM 21

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

Part I

(Check one)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business and Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	CMS 495
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Communication Leadership and Change
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved _____ 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.)

Include CMS 200, 205W, 250, 300 and senior standing as prerequisites for CMS 495.

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

Fall 2011

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

NA

B. The justification for this action:

To ensure that students have the necessary competencies in writing, interpersonal, interviewing, and public speaking.

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

COMM 22

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 <u>underlines</u> for additions.)

CMS 495 Communication, Leadership and Change (3) I, II. Prerequisite: <u>CMS 200, 205W, 250, 300 and</u> senior standing ~~plus 24 hours completed within CMS~~. Study of relationships between communication and leadership skills and organizational/societal change. Focus on leadership roles, theories, and qualities. Additional emphasis on career exploration and leadership. Credit will not be awarded for both CMS 495 and CMS 490 Special Topics in Leadership.

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	495	Fall 2011	AS ___ JS ___ BT X 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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry ___
		Internship ___	
		Independent Study ___	Data entry person ___
		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.	CMS 200, 205W, 250, 300 and senior standing ~~plus 24 hours completed within CMS~~.
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)			

COMM 24

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

Part I

(Check one)	Department Name	Communication
New Course (Parts II, IV)	College	Business &Technology
Course Revision (Parts II, IV)	*Course Prefix & Number	
Hybrid Course ("S," "W")	*Course Title (30 characters)	
Course Dropped (Part II)	*Program Title	Associate of General Studies (A.G.S.): Journalism Concentration
New Program (Part III)		(Major _X_, Option ___; Minor ___; or Certificate ___)
✓ Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ✓		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved x Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

Create a Journalism area of concentration for the university's Associate of General Studies degree. Request students take COM 200 or 200W under Block VII in general education.

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

Fall 2011

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

NA

B. The justification for this action:

To provide another area of concentration for students earning an Associate of General Studies degree. The concentration will provide the basic classroom preparation for students interested in working in journalism and a foundation for students who decide to later pursue a bachelor's degree with a major in journalism. Requesting students to take COM 200 or 200W in Block VII of general education will provide students a contextual foundation of the field.

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

COMM 25

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 <u>underlines</u> for additions.)

Associate Degrees
General Studies (A.G.s.)
CIP Code: 24.0102
Page 64 & 65 of Undergraduate Catalog (2010-2011

The Associate of General Studies degree provides students, especially adult learners, the opportunity to pursue a flexible degree program to meet their unique interests, career goals, and academic needs. Reflecting EKU's commitment to a liberal arts education, the degree allows students to concentrate in an area of interest while selecting from a wide variety of courses to meet personal, educational, or career goals. This degree is designed for students who want to advance in their careers, change careers, pursue a lifelong interest beyond their careers, or use the degree as a pathway to a baccalaureate degree. As of Spring 2011, students who are admitted as "Special Admittance/Conditional Admittance" (see page 10 of the Catalog), will be initially admitted into the Associate of General Studies degree program.

OPPORTUNITIES

The Associate of General Studies degree has become more attractive with the growth of business and industry in the area and with the increase of minimum educational requirements for employment or promotion. In addition to those students wishing to enhance their employability, other students will find the program offers numerous opportunities to seek a degree for their own personal satisfaction. The degree allows students to gain confidence in their abilities by earning a degree at the associate level prior to enrolling in a baccalaureate program. The associate degree provides opportunities for students who wish to consolidate previously earned credits to complete their first degree.

Serving students from a varied background of college readiness, this degree provides students a defined path to success in earning one or more degrees. Upon successful completion of EKU's Associate of General Studies degree, the student will have met all General Education requirements, which will apply toward a four-year program at EKU or any other regional Kentucky institution.

Program Requirements

The program requirements for the Associate of General Studies are:

1. Complete a minimum of 60 semester credit hours of prescribed and elective college credit.

2. Earn a minimum grade point average (GPA) of 2.0 on all college-level work taken at EKU. In addition, transfer students must earn a minimum GPA of 2.0 on the combined transfer work and EKU work.

3. Complete at least 24 semester hours at EKU.

4. Complete an orientation course if the student begins as a freshman or transfers to EKU with fewer than 24 credit hours

5. Complete 48 semester hours of general education requirements as shown below:

  Block 1. Communication (9 hours)
  Block 2. Mathematics (3 hours)
  Block 3. Arts and Humanities (6 hours)
  Block 4. Natural Sciences (6 hours)
  Block 5. Social and Behavioral Sciences (9 hours)
  Block 6. Wellness (3 hours)
  Block 7. Breadth of Knowledge (6 hours)
  Block 8. Depth of Knowledge (6 hours)

6. Complete an approved 12-hour emphasis with an overall 2.0

  GPA within an individual college outside of the General Education Requirement.

The Associate of General Studies is intended to be a first degree and is not appropriate for a secondary degree.

Major requirements...12 hours
Courses must be within an individual College and exclusive of general education requirements. *The optional departmental concentration (see below) may be substituted for this area.*

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

Optional Departmental Concentration..........minimum 12 hours
All courses are within one academic department and specified and approved through the University Council on Academic Affairs. Students with a declared departmental concentration will be advised by faculty of that department and will be officially affiliated with that department. The Concentration will be reflected on the student's transcript.

University requirement
GSO 100 (or GSD 101). *May be waived for students with 24 or more transfer hours.*

Minimum A.G.s. Curriculum requirements.................60 hours
(Course and credit-hour requirements will vary based upon concentration selected and student's specific orientation course needs.)

CONCENTRATIONS
The following concentrations are available in the Associate of General Studies degree program:

<u>Journalism Concentration ……. 12 Hours</u>

<u>Course Requirements ……. COM 201, JOU 310 and JOU 320, and one elective from JOU 305, JOU 325 or JOU 401.</u>

<u>General education requirements ....48 hours</u>

<u>COM 200 or 200W is recommended as 3 hours under Block VII. Refer to Section Four of the Undergraduate Catalog for details on the General Education and University requirements.</u>

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

Part I

(Check one)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business & Technology
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Broadcasting & Electronic Media B.A.
___ New Program (Part III)		(Major __X__, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	4/2/2010 & 11/17/2010	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	9/17/2010 & 12/2/2010	Approved x Disapproved ___	12/16/10
General Education Committee*	10/21/10	Faculty Senate**	1/10/11
Teacher Education Committee*	N/A	Board of Regents**	4/18/11
		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.)

Modify the Broadcasting & Electronic Media major by excluding Block VII (SBS). Increase free electives by 3 hours for the Broadcasting & Electronic Media major. COM 200 or COM 200W is required in the major but will be removed from the Broadcasting and Electronic Media core and will be listed as a supporting course. Eliminate the statement "Professional Skills Seminar" from College Requirements. Add BEM 301 or 375 or 353W to the Broadcasting and Electronic Media core. Correct prefix error: COM 353 should be BEM 353 in two places in the General option. Replace BEM 353 with BEM 353W.

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

Fall 2011

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

NA

B. The justification for this action:

To restore free electives to the major and to correct errors of omission, errors in course prefixes and errors in total hours that appear in the current catalog. Also, to substitute BEM 353W for (COM)/BEM 353 because BEM 353 is no longer being offered. Only the writing intensive BEM 353W is offered.

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

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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 <u>underlines</u> for additions.)

Broadcasting and Electronic Media (B.A.)
CIP Code: 09.0701

University requirement ....**1 hour**
  BTO 100.
General education requirements ....~~48~~ <u>45</u> **hours**
  Standard General Education program <u>excluding Block VII (SBS).</u> Refer to Section Four of the
  Undergraduate Catalog for details on the General Education and University requirements.
 College requirement<u>s</u>: ~~Professional Skills Seminar~~
  BTS 300 (CR) and BTS 400 (CR).
Free Electives ....~~29-31~~ <u>29-33</u> **hours**
Major Requirements ....~~40-42~~ <u>38-42</u> **hours**
  Broadcasting & Electronic Media Core ....**19 hours**
   BEM 240, 295 (4), 300, <u>BEM 301 or 375 or 353W,</u> 370 (4) or 395 (4), 343 (1) or 349 (1) or 398 (1),
   491 (1)~~, COM 200 or 200W~~.
  Options ....~~21~~<u>19</u>-23 **hours**
     General: ………………………………………..…..~~22~~ <u>19</u> **hours**
       BEM 425, 495 (4)<u>,</u> ~~and~~ 3 hours selected from
       BEM ~~375 or~~ 301 <u>or 375 or 353W or</u>~~,~~ COM 325<u>,</u>~~or~~ 330, ~~or 353,~~
       9 hours selected from BEM <u>301, 353W,</u> 375, 395, 401,
       402, COM 201, 300, 301, <u>320I,</u> 325, 330,
       ~~353,~~ 405, 415, 420, 425, 430, 445, 471, JOU
       325, JOU 320 or PUB 320, JOU 412 or PUB 412, PUB 375, 380.
     Broadcast news: ……………………………….**21 hours**
       COM 405, BEM 301, 401, 402, and 9 hours
       selected from BEM 375, 425, 495 (4),
       COM 300, 320I, 330, 405, 415, 420, 430,
       JOU or PUB 320, PUB 375.
     Film Techniques & Technology: ………….**23 hours**
       BEM 350 (3), 351 (3), ~~353 or~~ 353W (3), 370 (4),
       425 (3), 495 (4), 352 (3).
Supporting Course Requirement <u>…………………………………………………… 3 hours</u>
       <u>COM 200 or COM 200W</u>
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)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business & Technology
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Communication Studies B.A.
___ New Program (Part III)		(Major __x__, Option ___; Minor ___; or Certificate ___)
x Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved x Disapproved	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

Restructure the Communication Studies curriculum and to reduce the required hours for the major from 48 to 45.

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

Fall 2011

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

NA

B. The justification for this action:

Action One: CMS is restructuring the curriculum in order to respond to program assessment needs. In order to better help students meet the objectives of the CMS program, courses need to be rearranged and some prerequisite changes need to be made to upper division courses (prerequisite changes are on other curriculum change forms).

Action Two: The CMS major is reducing the number of required major hours from 48 to 45. A 45-hour program is a better fit with the overall 120 credit hour graduation requirement. The reduction in major hours will allow students more elective hours to pursue a minor in a complementary area.

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

COMM 29

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 hour
BTO 100.
General Education Requirements..............................45 hours
Standard General Education program excluding Block
IC. Refer to Section Four of this *Catalog* for details on the
General Education and University requirements.
College Requirement: ~~Professional Skills Seminar~~
BTS 300 (CR) and BTS 400 (CR).
Free Electives...~~26~~ 29 hours
Core Requirements …………………………………..12 hours
CMS 200, 205 or 205W, 210 and 250
Foundational Major Requirements............................~~48~~ 27 hours
CMS ~~200, 205 or 205W, 210, 250,~~ 300, 305, 310, 315 and/or
349 (3 hours), 325, 350, 410, ~~450 or 485 or 485S~~, 495, ~~and~~
~~nine hours from the following courses:~~ and three hours from the following courses:
CMS 320, ~~353~~, 375, 400, ~~420, 450~~, 490, or PUB 385.
Applied Major Requirements…………………………6 hours
Choose six hours from the following courses: CMS 353, 420, 450, or 485 or 485S.

Total Curriculum Requirements................................120 hours

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

Part I

(Check one)	Department Name	Communication
___ New Course (Parts II, IV)	College	Business and Technology
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Course Dropped (Part II)	*Course Title (30 characters)	
___ New Program (Part III)	*Program Title	Journalism B.A.
x Program Revision (Part III)		(Major __x__, Option ___; Minor ___; or Certificate ___)
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	11/17/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	11/19/2010	Approved x Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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.)

Allow JOU majors to have a minor in BEM.

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

Fall 2011

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

NA

B. The justification for this action:

JOU students are required to have a minor, but the minor may not be in the academic areas in the Department of Communication of BEM or PUB. This restriction was to avoid duplication in classes. After reviewing the BEM minor, it has been determined that enough classes are offered to allow a minor in BEM without overlapping with the JOU requirements.

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

COMM 31

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 <u>underlines</u> for additions.)

JOURNALISM (B.A.)

CIP Code: 09.0401

University Requirement...1 hour
BTO 100.
General Education Requirements................................45 hours
Standard General Education program excluding Block VII
SBS. 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...15 hours
Minor Requirements......................................18 hours
<u>**(minimum; some minors require additional hours)**</u>
Journalism students must complete a minor in an area other
than JOU or PUB. ~~or BEM~~.
Major Requirements......................................24 hours
COM 201 and 301, JOU 302 (1), 305 or 305W, 310, 325,
401, 425(4), and 491(1).
**Supporting Course Requirements..................................17
hours**
COM 200 or 200W, 405 and 415, and 8 hours selected from
COM 330, 430, 471; JOU 302, 307, 320, 410, 412, 450 or
480, PUB 320 or 412.

Total Curriculum Requirements..................................120 hours

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

Part I

(Check one)	Department Name	AFIS & MMAC
___ New Course (Parts II, IV)	College	Business & Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	GBU 851
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Business Strategy
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/2/2010—10/1/2010	Graduate Council*	11/19/2010
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	10/15/2010	Approved ___ 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.)

Add the following statement: "A Knowledge Test Exit Exam (KTEE) will be administered."

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

Fall 2011

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

NA

B. The justification for this action:

Taking the Knowledge Test Exit Exam is a requirement for successfully completing GBU 851 unless student is completing a thesis.

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 <u>underlines</u> for additions. 3.   For a dropped course, provide the current catalog text.
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.)   **GBU 851 Business Strategy. (3) I, II.** Prerequisites: ACC 850, CCT 850, CIS 850, FIN 850, MGT 850, MKT 850, and QMB 850. A capstone perspective integrating design of all functional areas and implementation of business strategic plan. <u>A Knowledge Test Exit Exam (KTEE) will be administered.</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
GBU	851	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AFIS & 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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis ___	Date of data entry ___
		Internship ___	
		Independent Study ___	Data entry person ___
		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 ˉ.)

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

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

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

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

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

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

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

EKUBusiness 3

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

Part I

(Check one)	Department Name	AFIS & MMAC
New Course (Parts II, IV)	College	Business & Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	GBU 891
Hybrid Course ("S," "W")	*Course Title (30 characters)	Thesis Research
Course Dropped (Part II)	*Program Title	
New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
Program Revision (Part III)		
Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/2/2010—10/1/2010	Graduate Council*	11/19/2010
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	10/15/2010	Approved _____ 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.)

Change the wording "comprehensive exam" to "Knowledge Test Exit Exam (KTEE)." Add statement: "the decision to complete a thesis must be made during the student's second semester in the MBA Program."

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

Fall 2011

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

NA

B. The justification for this action:

Revised exit requirement for MBA program and more specificity for thesis option.

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 <u>underlines</u> for additions.
3.	For a dropped course, provide the current catalog text.

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.)

GBU 891 Thesis Research. (3) A. An independent research project, guided by a Thesis Advisor and approved by Thesis Committee of three MBA faculty (Thesis Advisor included), in partial fulfillment of the MBA degree. <u>The decision to complete a thesis must be made during the student's second semester in the MBA Program.</u> Three hours per semester, up to a maximum of six hours, may be taken. The grade for this course will be IP until either the thesis is completed and approved, or the MBA ~~comprehensive examination~~ <u>Knowledge Test Exit Exam (KTEE)</u> is passed at which time the grade will become "S."

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	891	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AFIS & 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: Check all applicable	**FOR BANNER USE ONLY**
			Date of data entry _____
		Thesis	
		Internship	Data entry person _____
		Independent Study	
		Practicum	

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

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

Course Prefix and No.	
Course Prefix and No.	

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

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

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

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

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

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

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

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

EKUBusiness 6

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

Part I

(Check one)	Department Name	AFIS & MMAC
___ New Course (Parts II, IV)	College	Business & Technology
X Course Revision (Parts II, IV)	*Course Prefix & Number	GRD 867a
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Graduate Program and Research
___ Course Dropped (Part II)	*Program Title	
___ New Program (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/2/2010—10/1/2010	Graduate Council*	11/19/2010
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	10/15/2010	Approved ___ 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.)

Change the wording "MBA Written Comprehensive Exam" to "MBA Knowledge Test Exit Exam."

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

Fall 2011

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

NA

B. The justification for this action:

Revision in Master of Business Administration Exit Requirement by changing from "comprehensive exam" to "Knowledge Test Exit Exam (KTEE)" or the thesis to better assess the MBA Program.

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

EKUBusiness 7

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 <u>underlines</u> for additions.
3. For a dropped course, provide the current catalog text.

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.)

2010-2011 Graduate Catalog
Page 111

GRD—Graduate Program and Research

GRD 857a MS Biology 1st Written Comprehensive Exam
GRD 857b MS Biology 2nd Written Comprehensive Exam
GRD 857c MS Biology 3rd Written Comprehensive Exam
GRD 857d MS Applied Computing Written Comprehensive Exam
GRD 857e MS English Written Comprehensive Exam
GRD 857f MPA Public Administration Written Comprehensive Exam
GRD 857g MA History Written Comprehensive Exam
GRD 857h MS Mathematics Written Comprehensive Exam
GRD 857i MM Music Written Comprehensive Exam
GRD 857j MS Psychology Written Comprehensive Exam
GRD 858a MS Biology Oral Comprehensive Exit Exam
GRD 858b MS Chemistry Oral Defense
GRD 858c MS Chemistry Written Report Exit Requirement
GRD 858d MS Applied Computing Oral Comprehensive Exam
GRD 858e MS English Oral Thesis Defense
GRD 858f MFA Creative Writing Comprehensive Presentation
GRD 858g MPA Public Administration Oral Comprehensive Exam
GRD 858h MA History Oral Comprehensive Exit Exam
GRD 858i MM Music Oral Comprehensive Exam
GRD 858j MS Psychology Oral Comprehensive Exam
GRD 867a MBA ~~Written Comprehensive Exam~~ <u>Knowledge Test Exit Exam</u>

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
GRD	867a	Fall 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AFIS & 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: Check all applicable	**FOR BANNER USE ONLY**
		Thesis _____	Date of data entry _____
		Internship _____	
		Independent Study _____	Data entry person _____
		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 ˉ.)

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

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

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

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

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

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

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

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

Part I

(Check one)	Department Name	AFIS & MMAC
___ New Course (Parts II, IV)	College	Business & Technology
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Master of Business Administration
___ New Program (Part III)		(Major _X_, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/2/2010—10/1/2010	Graduate Council*	11/19/2010
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	10/15/2010	Approved x Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	NA	Board of Regents**	4/18/11
		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 the Program Requirements by taking the "Exit Requirement" out of electives area and use as sub-title on its own. Add Exit Requirement statement to both Options under Program Requirements. Change the text in Exit Requirements indicating "comprehensive exam" is now "Knowledge Test Exit Exam (KTEE)" and some wordage.

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

Fall 2011

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

NA

B. The justification for this action:

Revision in Master of Business Administration Exit Requirement by changing from "comprehensive exam" to "Knowledge Test Exit Exam (KTEE)" or the thesis to better assess the MBA Program.

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 <u>underlines</u> for additions.)

MASTER OF BUSINESS ADMINISTRATION
CIP Code: 52.0101
Page 59-60

III. PROGRAM REQUIREMENTS

Probation and Progress in the Program — If, in any semester of study, a student's graduate grade point average falls below 3.0 for all courses taken either after admission to the Program or for MBA core and elective courses, the student will automatically be on academic probation. The student will be dismissed from the program following any second semester with a cumulative GPA below 3.0 for either of the two categories indicated above.

A student in the MBA program is allowed to earn no more than one "C" and no "D"s or "F"s in courses taken after admission to the program. A second grade of "C" or one "D" or "F" for any course taken after admission will result in dismissal from the program.

Core Requirements..24 hours
ACC 850: Managerial Accounting ....3 hours
CCT850: Strategic Business Communication...............3 hours
CIS 850: Management of Information Systems ....3 hours
FIN 850: Strategic Financial Management....................3 hours
GBU 851: Business Strategy.......................................3 hours
MGT850: Leading and Managing Organizations...........3 hours
MKT850: Marketing Management.................................3 hours
QMB 850: Statistical Methods for Business..................3 hours
Electives
Approved Business Electives....................................6 hours
Exit Requirement
GRD867a<u>: Knowledge Test Exit Exam…………………</u>.0 hours

Total Course Requirements.....................................30 hours

Accounting Option
   (restricted to students with Accounting baccalaureate or acceptable equivalent or consent of the MBA Admissions Committee)
MBA Core Courses (ACC 850 waived)....................21 hours
Accounting Electives...9 hours
Exit Requirement
GRD867a: Knowledge Test Exit Exam………………….0 hours
Total Course Requirements.....................................30 hours
These courses or their acceptable equivalents or the consent of the MBA Admissions Committee are required for students who do not have an Accounting Baccalaureate: ACC 201, 202, 301, 302, 322, 327, 440, 441, three hours of undergraduate Accounting electives and nine hours of graduate Accounting electives. An additional three hours of graduate electives can substitute for the three hours of undergraduate electives.
Integrated Communications Option
MBA Core Courses...24 hours
Electives..9 hours
CCT750, MKT880, PUB 720, or other courses approved by
advisor.
Exit Requirement
GRD867a: Knowledge Test Exit Exam………………….0 hours
Total Course Requirements.....................................33 hours

~~Comprehensive Exam~~ Knowledge Test Exit Exam or Thesis Requirement
~~Comprehensive Exam~~ Knowledge Test Exit Exam
GRD867a……………………………………………………0 hours
Total Program Hours...30-33 hours

OR

Thesis Option
GBU 891 ....6 hours
Total Program Hours ....36-39 hours

IV. EXIT REQUIREMENTS

Students may either complete a ~~comprehensive exam~~ Knowledge Test Exit Exam (GRD867a) or a thesis approved by a Thesis Committee of three MBA Faculty. The thesis will be guided by an Advisor, who is a member of the MBA Faculty, and who will chair the Committee. Students who pursue the Thesis Option will register for three credit hours of GBU 891 per semester, up to a maximum of six credit hours, until the thesis is approved. Those who pursue the ~~Comprehensive~~ Knowledge Test Exit Exam (KTEE) Option but fail the ~~Comprehensive~~ Knowledge Test Exit Exam are not allowed to pursue the Thesis Option. Students who pursue the Thesis Option but who ~~did~~ do not complete the thesis may change to the ~~Comprehensive~~ Knowledge Test Exit Exam Option.

~~Comprehensive examinations~~ Knowledge Test Exit Exams are scheduled and administered by the MBA-AACSB Coordinator and/or the EKUBusiness Assessment Coordinator during the fall and spring semesters. Students pursuing the ~~Comprehensive~~ Knowledge Test Exit Exam Option must pass this exam during the Fall or Spring semester when they are enrolled in ~~expect to complete~~ GBU 851 and must concurrently enroll in GRD 867a ~~and the remainder of their MBA course work~~. The Dean of the Graduate School must receive certification of satisfactory completion of the ~~comprehensive exam~~ Knowledge Test Exit Exam no later than ten days prior to commencement. A student who fails the ~~comprehensive exam~~ Knowledge Test Exit Exam may petition the Dean, College of Business and Technology, through the MBA-AACSB Coordinator for not more than one additional attempt to pass the Knowledge Test Exit Exam. The second examination must be taken and passed in ~~not less than 60 days nor more than 12 months following the semester in which the student first failed~~ the semester following the semester the student failed the first Knowledge Test Exit Exam. Students taking this second Knowledge Test Exit Exam must enroll in GRD 867a.

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

Part I

(Check one)	Department Name	MMAC
___ New Course (Parts II, IV)	College	Business & Technology
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Business & Marketing Education/Teaching B.S.
___ New Program (Part III)		(Major _X_, Option ___; Minor ___; or Certificate ___)
X Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	9/8/2010—10/1/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	10/15/2010	Approved _x_ Disapproved ___	12/16/10
General Education Committee*	NA	Faculty Senate**	1/10/11
Teacher Education Committee*	10/26/2010	Board of Regents**	4/18/11
		Council on Postsecondary Edu.***	NA

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

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

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Remove two hours of free electives from the B.S. in Business and Marketing Education/Teaching major requirements. Eliminate statement "Professional Skills Seminar" from College Requirements. Alphabetize courses in requirements where needed.

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

Fall 2011

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

NA

B. The justification for this action:

B.S. in Business and Marketing/Teaching option will require a total of 125 hours.

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 <u>underlines</u> for additions.)

Business and Marketing
Education/Teaching (B.S.)
CIP Code: 13.1303

University Requirement..1 hour
BTO 100.
General Education Requirements..36 hours
Standard General Education program, excluding general education blocks II, VB, VC, and VII (QS).
Refer to Section Four of this *Catalog* for details on the General Education and University requirements.
College Requirement<u>s</u>: ~~Professional Skills Seminar~~
BTS 300 (CR) and BTS 400 (CR).
Supporting Course Requirements...12 hours
~~MAT 107 or 211; ECO 230, 231; CIS 212 or CSC 104~~. <u>CIS 212 or CSC 104; ECO 230, 231;</u>
<u>MAT 107 or 211.</u>
~~Free Electives (non-business)..2 hours~~
Teacher Education Requirements..31 hours
EDF 103, 203, 319, 413, ESE 490, 499, 573 and SED 401 or 401S.
Business Core...15 hours
CIS 300, FIN 300, GBU 204, MGT 300, and QMB 200.
Major Requirements...30 hours
ACC 201, 202, CCT 101, 200, 201, 302, 570; <u>MGT 340;</u> MKT 300~~; MGT 340~~ and three hours
from MKT 304, 310, 320 or 400.

Total Curriculum Requirements...~~127~~ <u>125</u> hours

EASTERN KENTUCKY UNIVERSITY
Serving Kentuckians Since 1906
Office of the Registrar

Academic Affairs and Research	SSB CPO 58, 521 Lancaster Avenue
Office of the Registrar	Richmond, KY 40475-3158
Registrar@eku.edu	Phone: (859) 622-3876

TO: Council on Academic Affairs

FROM:

M. Tina Davis
University Registrar

DATE: December 9, 2010

SUBJECT: Agenda Items for 12/16/10, CAA Meeting

The Office of the Registrar submits the following agenda items for the December 16, 2010, meeting of the Council on Academic Affairs:

1) Proposed Change to Registration and Advising Process Change   ACTION ITEM
2) Declaring a Program of Study   ACTION ITEM

PROPOSED CHANGE TO REGISTRATION AND ADVISING PROCESS CHANGE

Removing RAC Numbers for Selected Populations of Students

In recognition that certain students have demonstrated sufficient self-direction, adherence to curriculum requirements per their degree audit, and overall academic achievement; these students will be excused from mandatory advising appointments, and from the requirement of a Registration Access Code (RAC).

Early Registration Policy

The Early Registration Policy is implemented primarily by use of RAC numbers. Special populations of students are allowed early registration and are designated as such via customized RACs. Undergraduate students who are a member of a special population (Athlete, Vet, Band, Student with Disability, etc.) must have a RAC in order to participate in early registration.

Proposed:

The following population of undergraduate students, meeting all of the criteria below, is exempt from a compulsory RAC for course registration.

- **Junior or Senior class standing**
  AND
- **3.0 EKU GPA**
  AND
- **Minimum of 30 earned EKU credit hours**
  AND
- **Not a member of a designated early registration special population as per the EKU Early Registration Policy**

~~**Change/Declaration of Major or Minor**~~

Page 39, 2010-11 *Undergraduate Catalog*

Declaring a Program of Study

Changing Major/Minor/Concentration

~~Undergraduate students who wish to change their major or minor may do so by accessing their EKUDirect account, clicking on "Student Services and Financial aid," followed by "registration," and then the "Change/declare/add Major or Minor" link. The requested change will be processed and a new advisor will be assigned within 10 business days. Some programs of study require that a prospective major secure approval of the program before they may declare that as their major.~~

Students may declare or change their currently declared major, minor, or concentration, either by using the Change-of-Major link in EKUDirect, or by obtaining the written approval of the department chair or advisor of their desired new program. (Read below regarding programs that have specific entrance requirements.)

The "Declaration of Program of Study" form is available through www.forms.eku.edu, as well as the Registrar's website. This form may be used by a student at any time during the academic year or summer term. When the requested change is received by the Registrar's Office it will be processed, and a new advisor will be assigned by the Office of University Advising within 10 business days.

During the fall and spring academic semester the EKUDirect Change-of-Major link is available only during the first six weeks and the last three weeks of the term. The EKUDirect link is available during the entire summer term.

Because changing majors generally lengthens students' time to degree, any student who changes their major twice during a single academic year may not use the EKUDirect Change-of-Major link for the balance of that academic year. To make further changes to their program of study he/she must use the Declaration of Program of Study form which requires a signature.

Some programs of study require specific admission criteria, and have a formalized admission process. These programs require a separate application for admission. Please refer to the program requirements section of this catalog to determine whether a program has a specific admissions processes or criteria.

Office of the Executive Assistant to the Provost
for Academic Policy and Process
www.eku.edu

CPO 30A, 111 Coates Building
521 Lancaster Avenue
Richmond, Kentucky 40475-3102
Phone: (859) 622-6515
FAX: (859) 622-8136

TO: **Council on Academic Affairs**

FROM: *Sherry Robinson*
               Dr. Sherry Robinson
               Executive Assistant to the Provost

DATE: **December 16, 2010**

SUBJECT: Agenda Item for 12-16-10 Council on Academic Affairs Meeting

The Office of the Provost submits the following agenda item for consideration at the December 16, 2010 meeting of the Council on Academic Affairs.

AGENDA

Policy 4.1.3P, Academic Integrity

Middle College Memorandum of Agreement

FOR OFFICIAL USE ONLY

**Memorandum of Agreement
between
Eastern Kentucky University
and
Madison County School System
for the
Middle College at Eastern Kentucky University**

I.   **Parties.**
The parties of this Agreement are Eastern Kentucky University (EKU) and Madison County School System (MCSS).

EKU is a public entity organized by the Commonwealth of Kentucky, which exists to operate an institution of higher learning. EKU locates its primary campus at 521 Lancaster Rd., Richmond, KY 40475.

MCSS is a governmental unit of the Commonwealth of Kentucky, which exists to operate a system of public schools in Madison County, Kentucky. MCSS locates its primary office at 550 South Keeneland Dr., Richmond, KY 40475.

Collectively, EKU and MCSS are referred to in the Agreement as "the Parties."

II.   **Recitals.**
WHEREAS, MCSS seeks to operate a public high school, which is designated **The Middle College at Eastern Kentucky University** and which offers the educational opportunities described in Attachment A; and WHEREAS, EKU seeks to make available university courses to qualified high school students; NOW THEREFORE, intending to be legally bound, the Parties make the following Agreement:

III. **Agreement.**

1. **Operation of the School.**
   1.1. MCSS will operate on EKU's premises a public high school with the following official name: **The Middle College at Eastern Kentucky University** ("School").

   1.2. The School will provide the educational opportunities described in Attachment A.
   1.3. MCSS will make best efforts to admit and maintain a regularly enrolled body of students at the School using agreed upon admission requirements found in Attachment B.

1.4. Day-to-day management of the School and the decision-making authority with regard to operational issues will be vested in the Principal of the School, subject to the supervision of MCSS. Should any issues directly affect EKU, the Principal of the School will exercise this management and authority in consultation with an individual designated by EKU as its liaison to the School.

1.5. Policy decisions with respect to the School will be made by MCSS. Policy decisions that have the potential to affect EKU should be consistent with EKU policies and should be made in consultation with EKU.

1.6. MCSS will provide the high school curriculum for students at the School ("High School Students"), and will assure that High School Students have the opportunity to fulfill all academic requirements for graduation from high school. MCSS will endeavor to have all students enrolled in at least one university course per semester.

2. **Dual Enrollment in University Courses for College Credit.**
   2.1. As further specified in Attachment A, EKU will allow High School Students to dually enroll in college-level courses:
      a) offered by EKU to students enrolled at EKU ("EKU Students");
      b) taught by faculty members at EKU; and
      c) for which the High School Student has met all course pre-requisites that other EKU Students are required to meet for that course.

   2.2. The college-level courses provided in 2.1 will be referred to in this Agreement as "University Courses."

   2.3. High School Students will participate in the same process of registration, drop-add, and withdrawal ("Course Actions") as other EKU Students for University Courses. MCSS will supervise and monitor High School Students' Course Actions and may limit High School Students' Course Actions through MCSS policies or the independent decisions of MCSS employees.

   2.4. While enrolled in University Courses, High School Students will be treated by EKU as degree-seeking students.

   2.5. EKU faculty will grade and/or evaluate High School Students per the course syllabus and award them university credit for the successful completion of the University Courses as provided in Attachment A.

   2.6. High School Students who are eligible for the EKU Now! Program may participate in that program like any other high school student from a participating school system.

3. **High School Students of EKU Campus**
   3.1. Student Privacy.
   In accordance with the Family Educational Rights and Privacy Act, other applicable federal and state laws, and MCSS administrative policies, EKU will protect High School Students' privacy and guard against the unauthorized release of identifying student

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EKU/MCSS

information and student records. MCSS will annually provide to EKU a waiver and consent from each Middle College at EKU student and parent/guardian authorizing:

    a) EKU to release that student's records about academic and disciplinary matters, including records for each High School Student enrolled in University Courses, to MCSS representatives, and

    b) MCSS to release that student's high school records about academic and disciplinary matters to EKU representatives.

3.2. <u>Student Safety</u>

    a) EKU acknowledges that High School Students will frequently be present on and moving about the EKU campus without MCSS direct supervision.

    b) EKU will take the same precautions to protect the safety of High School Students as EKU does for EKU Students.

    c) MCSS will restrict movement of Middle College students from residence halls and physical plant structures.

    d) EKU has no responsibility or liability for transportation of <u>High School Students.</u>

3.3. <u>Exceptional Children Under IDEA</u>

    a) MCSS will be responsible for identifying any High School Student who qualifies for an Individualized Education Program (IEP) under the Individuals with Disabilities Act (IDEA), heretofore a "Special Education High School Student."

    b) MCSS will provide all counseling and additional services required by a Special Education High School Student's IEP.

    c) While "IDEA" does not apply to postsecondary education, when a Special Education High School Student is actively engaged in a University Course, EKU will, at the request of the student and upon the student's compliance with EKU policies and procedures, provide the student with reasonable accommodations as may be applicable under the Americans with Disabilities Act, Section 504 of the Rehabilitation Act.

4. Costs

4.1. <u>Tuition for University Courses</u>

    a) MCSS will pay tuition at the current relevant rate to EKU for each High School Student who enrolls in University Courses as provided in Attachment A.

    b) *For each High School Student not enrolled in any University Courses in any given semester, MCSS will pay a ==General Access Fee and Technology Access Fee== on that student's behalf in the amount of the ==General Access Fee and Technology Access Fee== for three credit hours.*

    c) If a High School Student reduces his/her credit hours (by dropping a course or otherwise), EKU will refund the tuition MCSS paid for the High School Student according to the same refund guidelines EKU applies to EKU Students. MCSS will be responsible for any drop fees incurred if a High School Student withdraws from a course and is subject to the fee. MCSS will make best efforts to prevent High School Students from dropping University Courses.

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4.2. <u>Faculty and Staff</u>
MCSS will employ and provide qualified faculty and administrative personnel sufficient to manage the operation of the School.

4.3. <u>Textbooks and Materials</u>
    a) MCSS will pay for required textbooks and certain materials for High School Students' University Courses per Attachment A. Textbooks will remain the property of MCSS.
    b) MCSS will provide required textbooks and certain materials for High School Students enrolled in high school courses at the School. These textbooks will remain the property of MCSS.

4.4. <u>Student Fees</u>
EKU will require High School Students or their parent(s)/guardians to pay for additional expenses associated with the students' enrollment in the University Courses by the date specified in the University's calendar. These fees would be in the same amount charged to other EKU students in the same course or activity. These fees may include but are not limited to such items as facilities charges, newspaper subscriptions, consumable items, and tools required for successful class participation.

4.5. <u>Insurance</u>
    a) MCSS will maintain standard insurance coverage to include adequate liability and other appropriate forms of insurance.
    b) The provision of such insurance will not, however, affect, waive, or reduce any governmental or sovereign immunity protecting MCSS, the School, or EKU except to the extent required by applicable law.
    c) Neither party will be responsible for personal injury or property damage or loss except that resulting from their own negligence or the negligence of those within their control.

4.6. <u>Other Costs</u>
MCSS will be responsible for all other costs of operating the School, but will not be obligated to pay any additional costs to EKU unless specifically agreed to by the Parties or provided in Attachment A.

5. **<u>Classroom Facilities and Disciplinary Matters</u>**
5.1. As soon as is reasonably possible following the execution of the Agreement, the parties will jointly identify suitable administrative facilities for the faculty and staff of the School, which may vary on a semester basis or in the event of a declared emergency.

5.2. Prior to each semester, shared classroom space will be designated for use by the high school classes.

5.3. The Parties will make good faith efforts to make such classroom facilities available for use by the School. During each semester, EKU will make the classrooms reasonable available to MCSS employees of the School.

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5.4. Any modifications to room structure requested by MCSS (electrical, walls, etc.) must be approved in advance by Capital Planning and Facilities Management at EKU and the work must be completed by EKU personnel or a contractor approved by EKU. MCSS shall notify the MCSS Division of Technology regarding such changes.

5.5. EKU will bear the cost of any requested changes to the physical plant. Final approval of changes to the physical plant is at the discretion of EKU. MCSS may add furnishings which will remain the property of MCSS.

5.6. Middle College administrators, faculty, staff, and students shall be subject to all the Eastern Kentucky University Board of Regents (BoR) and EKU rules governing the use of EKU facilities. This also includes, but is not limited to, fines for violation of parking privileges. Any fines shall be the responsibility of the violator.

5.7. MCSS shall ensure that Middle College parents/guardians and students understand that disciplinary infractions may be subject to sanctions by both the School and Eastern Kentucky University. A Student Relations Committee of EKU and Middle College staff and administrators shall be established to foster and ensure positive campus climate.

6. Additional Provisions
Any additional provisions provided in any attachment to this Agreement are incorporated herein by reference. Where these additional provisions are more specific than or in conflict with the provisions in this Memorandum of Agreement, the additional provisions will govern.

7. Term
7.1. Original Term
The Original Term of this Agreement will be one (1) year and will commence on the Effective Date, unless sooner terminated in accordance with the terms and conditions of this agreement ("Original Term"). A new agreement will be negotiated each year beginning in February.

7.2. Renewal Terms
This Agreement may be renewed for an additional term of one (1) year ("Renewal Term") as provided in Attachment A.

8. Termination

8.1 The Parties acknowledge that:
   a) terminating this Agreement, in part or in whole, would materially and adversely affect High School Students' education, including their ability to graduate from high school; and
   b) MCSS is uniquely dependent on EKU's continued and uninterrupted provision of services under this Agreement in order to meet its obligation to provide High School Students with the opportunity for a sound basic education.

8.2 The Parties therefore agree that neither party may terminate this Agreement during its term, except that:

a) either party may terminate this Agreement on 45 days' written notice if it becomes reasonably apparent that funding for MCSS or EKU from federal, state, or local sources will not be adequate to enable MCSS or EKU to fulfill its financial obligations to the other Party, or

b) in the event of a declared emergency, or

c) changes in EKU's mission or policies, in state or federal regulations or in accrediting policies that would no longer make this Agreement possible.

9. CONTRACT TRANSFER

Neither party to this Agreement may assign, subcontract, or otherwise transfer any interest in or right or obligation under this Agreement without having first obtained the prior written consent of the other party.

10. MISCELLANEOUS

10.1. Further Assurances

Each of the parties hereto will execute such agreements, certificates, documents, and other instruments, and take any further action as may be reasonably necessary or appropriate to carry out the provisions of this Agreement and the transactions for which it provides and contemplates.

10.2. Notices

a) *Transmission.* Any notice or other communication required or permitted hereunder will be in writing and will be delivered with all charges prepaid by the party originating the notice or communication. Delivery may be made by hand or facsimile; by certified, registered, express mail or e-mail with receipt of delivery; or by commercial delivery services.

b) *Effective Date.* If any such notice is transmitted by hand or by facsimile, notice will be deemed given on the date that the transmission is made. If any such notice is transmitted by mail or by commercial delivery services, notice will be deemed given three (3) days after the date on which the notice was deposited in the United States mail or with an appropriate agent.

c) *Identified Contact Persons.* To be effective, notice must be sent to all individuals identified in Attachment A as contact persons for the party to which the notice is sent.

d) *Change in Contact Person.* Either party may change the contact person(s) identified in Attachment A at any time and from time to time by giving notice to the other party in accordance with 10.2.a.

10.3. No Joint Ventures

This Agreement does not and will not be considered to create a partnership or joint venture between EKU and MCSS. Neither party will have the power to bind or obligate the other except as expressly provided herein.

10.4. Entire Agreement

This Agreement and the Attachments hereto contain the entire agreement between the Parties with respect to the School and supersede all prior agreements, discussions, negotiations, understandings, whether written or oral, and whether previous or parallel to this Agreement.

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10.5. <u>Waivers</u>
   a) The terms of this Agreement may be waived only by a written instrument that is signed by the party that is making the waiver.
   b) A party's delay in exercising any right, power, or privilege hereunder will not operate as a waiver thereof. Nor will a party's waiver of any such right, power, or privilege, nor any single or partial exercise of any such right, power, or privilege, preclude any further exercise thereof or the exercise of any other right, power, or privilege.
   c) A party's failure to exercise any right, power, or privilege hereunder will neither create nor allow to be created a standard of practice under this Agreement.

10.6. <u>Amendments</u>
This Agreement may be amended, superseded, terminated, renewed, or extended only by a written instrument signed by both Parties.

10.7. <u>Governing Law</u>
This Agreement will be governed and construed in accordance with the laws of the Commonwealth of Kentucky applicable to agreements made and to be performed entirely within Kentucky.

10.8. <u>Binding Effect</u>
This Agreement will be binding upon and will inure to the benefit of the parties and their respective permitted successors in interest.

10.9. <u>Force Majeure</u>
Neither party will be liable under this Agreement for any loss or damage of any nature that is incurred as a result of any failure or delay in performance that is, in turn, caused by circumstances beyond its reasonable control. This includes, without limitation, any failures or delays in performance caused by lack of available production facilities, strikes, lockouts, labor disputes, fires, riots, interference by civil or military authorities, compliance with the laws, orders or policies of any governmental authority, delays in transit or delivery on the part of transportation companies, failures of communication facilities or sources of raw material, destruction of a party's relevant facilities, or any other condition beyond the party's reasonable control. This clause will not excuse, however, a party's obligation to pay money due hereunder to the other nor extinguish any obligations owed among the parties that arose prior to the event of force majeure.

10.10. <u>Variations in Pronouns</u>
All pronouns and any variations thereof refer to the masculine, feminine or neuter, singular or plural, as the context may require.

10.11. <u>Counterparts</u>
This Agreement may be executed by the parties hereto in any number of counterparts, each of which, when so executed and delivered, will be an original but all such counterparts will together constitute one and the same instrument. Each counterpart may consist of a copy hereof containing multiple signature pages; each signed by less than all, but together signed by all of the parties hereto.

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10.12. <u>Headings</u>

The headings in this Agreement are for reference only and will not affect the interpretation of this Agreement.

10.13. <u>Severability of Provisions</u>

If any provision of this Agreement, or portion thereof, is held invalid or unenforceable on its face or in its application to a particular person, entity, or circumstance, the remaining portion of such provision, along with the remaining provisions of this Agreement, will not be affected, but rather remain in full force and effect in a manner that advances the intended purposes of this Agreement.

The parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section *5D4* of the Rehabilitation Act of 1972, Executive Order 11,246 and the related regulations to each. Each party assures that it will not discriminate against any individual including, but not limited to, employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status, or national origin.

Eastern Kentucky University

_____   _____
Dr. Charles D. Whitlock   **Date**
President, Eastern Kentucky University

_____   _____
Dr. Janna Vice   **Date**
Provost/ Vice President for Academic Affairs

Madison County School System   _____   _____
                                                                                                      Date

This MOA has been reviewed by EKU Counsel
University Counsel
Eastern Kentucky University   _____   _____
                                                                                                            Date

MOA: AA001mcol
EKU/MCSS

Attachment A
Optional Provisions

1. Educational Opportunities Provided at the School:
   The Middle College at Eastern Kentucky University will serve students who reflect the diversity of the Madison County School System (race, gender, socio-economic status, etc.) and who have demonstrated that they are academically capable to enroll in the 11th grade. This school will serve grades 11 and 12.

2. Educational Opportunities at the University:
   Eastern Kentucky University may, with the permission of the School, use the Middle College at Eastern Kentucky University for the collection of data and for other educational research purposes, with the understanding that this research has the potential of dissemination in scholarly venues. Any research must follow University standards and, if human subjects are involved, shall be governed by Policy 4.4.12.

3. Successor Contract
   a) On or before March 1 of the Original and any Renewal Term, the Parties will make best efforts to cooperatively discuss the making of a successor to the Agreement including, without limitation, the anticipated enrollment of High School Students at the School and the facilities that EKU will make available for the School's use.
   b) MCSS acknowledges that the particular facilities EKU will make available to MCSS and the dates and times at which EKU will make such facilities available to MCSS may reasonably change each semester.

4. Tuition and other Costs
   a) MCSS will pay tuition according to the current rates and in accordance with the policies of the Eastern Kentucky University Board of Regents.
   b) In the event that funds are made available to EKU by the State or any other source to pay for any portion of a High School Student's tuition for University Courses, EKU will reduce the tuition MCSS pays for any such High School Student by the amount received from the alternative funding source for that student. EKU will make best efforts to secure the receipt of any such funding and will cooperate with MCSS' efforts to secure EKU's receipt of such funds.

5. Facilities
   a) <u>Classroom Facilities</u> EKU will provide one to two dedicated classroom/meeting room exclusively for the use of the Middle College In addition. EKU will provide six classrooms, dispersed throughout Main Campus for the of high school courses subject to space availability.
   b) <u>Administrative Facilities</u> EKU will provide office facilities to the following MCSS employees:
      1) the Principal;
      2) an Administrative Assistant;
      3) one Guidance Counselor and one Special Education Counselor;
      4) office facilities (including shared office spaces) suitable for a maximum of six (6) faculty members;
      5) a reception area

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   c) Facility Availability, Utilities, and Equipment
- 1) EKU will make office facilities reasonably available to MCSS employees and High School Students at the School from 7:00 a.m. to 6:00 p.m. on Monday through Friday of each week during the term of this Agreement. This includes:
  - a. unlocking and disarming all doors and alarms.
  - b. providing MCSS employees of the School with appropriate keys and alarm codes. MCSS will be responsible for securing the areas to which MCSS employees arc provided keys and alarm codes.
- 2) Any computer network equipment, telephone, furnishings, and other hard asset necessities, including the costs and effort associated with their selection, purchase, set up, maintenance, repair, and removal provided by MCSS will remain the property of MCSS. Repair and maintenance work must be performed during business hours as specified by EKU.

   d) Parking Facilities
- 1) EKU will provide MCSS employees at the School with parking comparable to that provided to EKU faculty and staff at an additional cost to MCSS or its employees at the School.
- 2) EKU will provide High School Students for whom a parking fee has been paid with parking comparable to that provided to EKU students at no additional cost.

6. Campus Facilities
   a) *EKU will grant High School Students access to the same campus facilities as it grants to students enrolled at EKU subject to and in accordance with all EKU facilities use policies with the exception of residential facilities within EKU's control.*
   b) EKU will grant MCSS employees of the School access to the same campus facilities as it grants to employees of EKU subject to and in accordance with all EKU facilities use policies with the exception of residential facilities within EKU's control.
   c) EKU will provide High School Students and MCSS faculty employed at the School with an identification card required by EKU at no additional cost to High School Students or MCSS faculty/staff employed at the School for the first card. Replacement cards will be issued with the payment of a fee per EKU policies and procedures.
   d) MCSS will be liable for any damage to EKU facilities or equipment caused by a MCSS employee at the School, visitors to the School, or a High School Student.

7. Food Service Facilities
   EKU will grant High School Students access to food service facilities on EKU's campus at the same cost as is provided to EKU students.

8. Schedule of Operations
   The School will operate in accordance with a schedule agreed to by the parties.

9. Students
   a) MCSS will use best efforts to maintain a student enrollment of approximately 120 students.
   b) While actively engaged in University Courses, EKU activities, or moving about EKU's campus, High School Students will adhere to and be disciplined according to the Student Codes of Conduct of MCSS and any student conduct rules and regulations of EKU.
   c) While actively engaged in high school courses or high school activities entirely within the Middle College assigned administrative space, High School Students will adhere to and be disciplined according to the Student Code of Conduct of MCSS.

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With respect to all provisions of Section 8, wherever the student codes or honor codes of MCSS and EKU conflict, EKU's President or designee and MCSS's Superintendent or designee will determine which code to apply or (otherwise mutually agree to some other appropriate action.

    d) Through a designated and identified liaison, EKU will, in cooperation with a School Counselor, assist MCSS students enrolled in university courses at EKU to transition into university-level academics and interpersonal dynamics, and will provide support to each such student enrolled in University Courses.

10. University Courses and Degrees
    a) High school students enrolled in University courses will receive honors credit if they pass the course.
    b) EKU will award the same course credit to High School Students enrolled In University Courses as that awarded to EKU Students.
    c) High School Students who are eligible for the EKU Now! Program may participate in that program like any other high school student from a participating school system.
    d) Should a High School Student earn enough university credits at EKU to qualify for a degree, EKU will award the High School Student such degree upon the High School Student's application for graduation.

11. Communications
    a) Communications sent to EKU will be sent to:
       Dr. Janna Vice
       Provost
       Eastern Kentucky University
       108 Coats Building
       Richmond, KY 40475

       With copies to:
       Linda Fosson
       Associate Vice President and Dean of Enrollment
       Eastern Kentucky University
       340 Student Services Building
       Richmond, KY 40475

       Dr. Doug Whitlock
       President
       Eastern Kentucky University
       107 Coats Building
       Richmond, KY 40475

    b) Communications sent to MCSS will be sent to:
       Middle College Principal

       with copies to:
       Tommy Floyd
       Superintendent of Schools

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Madison County School System
621 Gracey Avenue
Richmond, KY 40475

Randall D. Peffer
Chief Academic Officer
Madison County School System
550 South Keeneland Drive
Richmond, KY 40475

c) Each party will allow the other to use the following in its public relations communications:
   1) The Party's name
   2) The Party's trademarks
   3) The Party's servicemarks

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EKU/MCSS

Attachment B
Admission Requirements <u>for the Middle College at Eastern Kentucky University</u>

Admission to the Middle College at Eastern Kentucky University is based on the following criteria:
1. Regular admission:
   - ACT of 18, or
   - 2.75 High School GPA
2. Conditional admission:
   - ACT of 17,or
   - 2.5High School GPA
3. Admission by Committee:
   - Proficient in reading as determined by assessment,
   - Proficient in writing as determined by state assessment or committee,
   - 95% overall attendance,
   - 2.0 in Core GPA (14 units),
   - Two letters of recommendation, one from a school administrator or guidance counselor, and
   - Acceptable behavior.

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University Policy Impact Statement

Date   Oct 19, 2010

Check One: ☒ Revision of Existing Policy   ☐ New Policy

Policy Number
(If known)   4.1.3   Policy Name Academic Integrity

Originator(s) Student Rights and Responsibilities

University Affiliation   Email for primary contact betsy.bohannon@eku.edu

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

Some editorial changes were needed. Some changes in the implementation of the "FX" grade were needed. This revision was in response to current implementation practices.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents
Cite relevant official statements from EKU or external sources.

Academic honesty is a fundamental principle for an institution of higher learning.

Impact on the University
(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

Making the "FX" grade permanent will require some cultural change.

Approved   Approved

List stakeholders who have been or will be consulted. Indicate action taken and the date it was taken. Attach additional page if necessary. To begin the policy process, at least one university-recognized group must have indicated support.

Stakeholder	Action Taken	
CAA		Date
Faculty Senate		Date
SGA		Date
Chairs Association		Date
Deans 2/7/11 1/20/11		Date
Provost Council		Date

☐ Additional Pages Attached   # of additional pages   Print Form

Summary of Updates to

Policy 4.1.3: Academic Integrity

Policy 4.1.3 was issued in June 2006 and, per the Policy on Policy, Policy 4.1.3 was scheduled for review in Spring 2011. The drafting team met and completed their review in October 2010.

Changes in the proposed policy are as follows:

Editorial Proposed Changes

- The AI Policy adopted by the Board on June 12, 2006, contained within it the "Preamble", "Statement", and numbered paragraphs for identification of the process. When the AI Policy was reformatted into the present policy format, this language was deleted. The editorial change (identified by italics) returns the Policy to its original language and format.
- The revised policy defines "day" and changes various position titles
- The revised policy clarifies what would be the process for reporting a mid-term or final grade while an academic integrity complaint is pending.
- The revised policy clarifies the role of the faculty/staff member at the college and university academic integrity committees as well as at the Student Disciplinary Council, e.g. serving as a witness and not in any adversarial capacity.
- The revised policy clarifies the minimum number of committee members at a University Academic Integrity Committee hearing that (a) must be present to constitute a quorum, (b) must be present to determine a violation, and (c) must be present to determine the sanction.

Substantive Proposed Changes

- The revised policy adds in an additional definition of cheating, i.e. "turning in substantially similar papers/assignments as other students".
- The revised policy clarifies the effect of the "FX" notation on a student's transcript. The "FX" grade notation was in the previous policy. The revised policy clearly sets forth that an "FX" grade denotes failure in the course due to academic dishonesty and is a final and permanent notation on the student's transcript. In the revised policy, the EKU Student Disciplinary Council is the only body authorized to give the "FX" grade.

Eastern Kentucky University
Policy and Regulation Library

4.1.3P
Volume 4, Academic Affairs
Chapter 1, Academic Practices
Section 3, Academic Integrity
Approval Authority: Board of Regents
Responsible Executive: Provost/Vice President for Academic Affairs
Responsible Office(s): Office of the ~~Academic Integrity Coordinator~~ Student Rights and Responsibilities
Effective: June 12, 2006   Issued: June 12, 2006
Last Revised: Next Review Date: Spring 2011

Academic Integrity
(Proposed Revision)

Statement

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. In order to meet these values, students at EKU are expected to adhere to the highest standards of academic integrity. These standards are embodied in this policy, which all students shall pledge to uphold by signing the Eastern Kentucky University Honor Code. By honoring and enforcing this Academic Integrity Policy, the University community affirms that it does not tolerate academic dishonesty. This policy defines the various forms of academic dishonesty, and it outlines the consequences for each. Additionally, this policy gives the method for appealing an instructor's belief that some form of academic dishonesty has in fact occurred.

Statement

Academic Integrity (AI) is a fundamental value for the Eastern Kentucky University community of students, faculty, and staff. It should be clearly understood that academic dishonesty and 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.

~~Purpose~~

~~This policy defines the various forms of academic dishonesty, and it outlines the consequences for each. Additionally, this policy gives the method for appealing an instructor's belief that some form of academic dishonesty has in fact occurred.~~

Entities Affected by the Policy

- Colleges
- Departments
- Faculty
- Students

Procedures

<u>**Signing the Eastern Kentucky University Honor Code**</u>

The AI Pledge, below, is administered through the Terms of Usage for EKU Direct.

The Pledge
I hereby affirm that I understand, accept, and will uphold the responsibilities and stipulations of the Eastern Kentucky University Honor Code and Academic Integrity policy.

<u>**Procedures for Dealing with Academic Integrity Cases**</u>

<u>Step 1</u>
<u>When a Violation is Suspected</u>

If an incident of alleged violation of the AI Policy is suspected, any member of the EKU community can initiate the process of review by reporting the incident, in writing directly to the responsible faculty/staff member. The responsible faculty/staff member may elect to conduct his/her own review of the allegations (Option A) or may elect for the matter to be referred to the Academic Integrity Office (Option B).

If a mid-term or final grade is to be reported to the University during the pendency of the academic integrity procedures, the responsible faculty member shall report an "incomplete" for the involved student until the final resolution of the matter.

Option A: Faculty/Staff Member Conducts Review
- If the responsible faculty/staff member chooses to continue the review of the allegations autonomously, the faculty/staff member should obtain and assess the applicable information in determining whether a violation of the AI policy has occurred. If the faculty/staff member determines that an AI policy violation has occurred, a notification of the violation must be made to the Office of Academic Integrity for recordkeeping within 10 academic days of the alleged violation. At this point, the faculty/staff also notifies the student in writing of the allegations, the sanction, and the right to contest the allegation and sanction according to the AI Policy procedure. If the student accepts responsibility for the violation and the sanction in writing, the case is closed. There is no appeal from this decision. Upon determination of responsibility, the AI Coordinator Assistant Director for Student Rights and Responsibilities, for Academic Integrity (Assistant Director for AI) will enter the report data in the database
- *Note: The faculty/staff involved in Step 1 should request information from the AI Assistant Director for AI regarding the student's previous violations of the AI Policy prior to rendering "determining" a sanction in this particular case.*
- **If the student does not accept responsibility and chooses to contest the allegation and/or sanction, the process proceeds to step 2.** *the faculty/staff member will refer the case to the AI Office, within five academic days of the meeting. The AI Assistant Director for AI will meet with the* **student to discuss the charge and/or sanctions and the right to contest these. If the student chooses not to contest the charge and sanction, the case is closed. There is no appeal from** *this decision. Notification of the violation is made by the AI Office into the database for recordkeeping. If the student contests the allegation and/or sanction, the AI Office will schedule a hearing, as soon as practicable, with the specific College Academic Integrity Committee from which the incident occurred.*

Option B: Faculty/Staff Member Refers Case to AI Office
- If a faculty/staff member chooses to refer the case directly to the AI Office, the faculty/staff member will send all information concerning the matter to the AI Office and the AI Coordinator Assistant Director for AI will meet with the student to discuss the alleged violation. If the student chooses not to contest the allegation and sanction, the sanction is imposed; the case is closed. There is no appeal from this decision. If the student contests the allegation and/or sanction, the AI Office will schedule a hearing, as soon as practicable, with the specific College Academic Integrity Committee from which the incident occurred.

~~*When an Academic Integrity Charge or Sanction Is Contested*~~
~~*After the faculty/staff member and student have met and the student chooses to contest the charge and/or sanction, the faculty/staff member will refer the case to the AI Office, within five academic days of the meeting. The AI Coordinator will meet with the student to discuss the charge and/or sanctions and the right to contest these. If the student chooses not to contest the charge and sanction, the case is closed. There is no appeal from this decision. Notification of the violation is made by the AI Office into the database for recordkeeping. If the student contests the allegation and/or sanction, the AI Office will schedule a hearing, as soon as practicable, with the specific College Academic Integrity Committee from which the incident occurred.*~~

Step 2
College Academic Integrity Committee Hearing

At the College AI Hearing both the student and the faculty/staff member will present their information. <u>Both the student and faculty/staff member are</u> ~~encouraged~~ <u>permitted to bring witnesses with relevant testimony to the hearing in person.</u> ~~Any such witnesses must be identified 5 days in advance of the hearing to the AI Office]~~ <u>At the College AI Hearing the faculty/staff member will only function as a witness and shall not serve in any adversarial capacity.</u> The Committee members will review all of the information presented and then deliberate in private. At the discretion of the Chair of the Committee, the proceeding may be extended to an additional meeting. At this level of hearing and continuing throughout the process, the student has the option of having a Peer Advisor present. Absent exceptional circumstances beyond the control of the student as determined by the Chair of the Committee, if the student who has been notified of the hearing fails to appear, the proceeding may take place in his or her absence; the Committee's decision will be binding. If the Committee determines that the student has violated the AI Policy, before the sanctioning stage of the hearing, the ~~AI Coordinator~~ <u>Assistant Director for AI</u> will provide the Committee information regarding whether the student has any previous AI Policy violations recorded or sanctions imposed. The Committee will deliberate again in private in order to determine the appropriate sanction for this violation<u>.</u> <u>T</u>he Chair will announce the decision of the Committee, <u>within five academic days, after the close of the hearing.</u> ~~to those present at the conclusion of the hearing.~~

Step 3
Appealing the Decision of the College ~~AI~~ <u>Academic Integrity</u> Committee

A student can appeal the decision of the College AI Committee to the University ~~Academic Integrity~~ AI Committee. This appeal can only be made based upon irregularities in procedure, new evidence not available for the first hearing, or punishment not consistent with the violation. The student will notify, in writing, the AI Office of their request to appeal to the University AI Committee within five academic days of the College AI ~~Academic Integrity~~ Committee's decision, and a meeting of the University AI Committee will be scheduled as soon as practicable.

Step 4
University Academic Integrity Committee Hearing

At the University AI Committee appeal review meeting, the Committee members will consider all the written information supplied by the student<u>, and the material considered by the College AI Committee, including any</u> <u>response</u> from the faculty/staff member. The Committee can modify or set aside the applied <u>response</u> <u>including</u> sanction, refer the case back to the College AI Committee, or uphold the decision. ~~The Chair of the Committee will notify the student of its decision, in writing, within five academic days of the hearing.~~ The decision of the University AI Committee is final, unless the Committee determines that suspension or expulsion is the appropriate sanction to be imposed. <u>The Chair will announce the decision of the committee, within five academic days, after the close of the hearing.</u>

Steps 5 through 8
The following steps will **ONLY** be necessary if it is determined that the student may face the sanctions of suspension or expulsion for the alleged AI Policy violation. According to KRS 164.370, Eastern Kentucky University's Student Disciplinary Council is the only body authorized to suspend or expel a student.

KRS 164.370 provides that: "Each Board of Regents may invest the faculty or a committee of the faculty and students with the power to suspend or expel any student for disobedience to its rules, or for any other contumacy, insubordination, or immoral conduct. In every case of suspension or expulsion of a student the person suspended or expelled may appeal to the Board of Regents. The Board of Regents shall prescribe the manner and the mode of procedure on appeal. The decision of the Board of Regents shall be final."

Step 5
Appealing a Sanction of Suspension, or Expulsion, or "FX" Grade Recommendation

If the College AI Committee or University AI Committee or ~~AI Coordinator~~ Assistant Director for AI ~~determines~~ recommends that the sanction of suspension or expulsion is appropriate or if the "FX" grade is recommended as a sanction for an ~~the~~ AI Policy violation, the matter is referred to the Student Disciplinary Council ~~and the student wishes to appeal the sanction, the student must notify, in writing, the AI Office, within five academic days of the decision of the College or University AI Committee's decision, of his or her desire to appeal.~~ As soon as practicable, the AI Office will schedule a hearing before the Student Disciplinary Council.

Step 6
Student Disciplinary Council Hearing

At the Student Disciplinary Council hearing, both the student and the faculty/staff member will present their information. At the Student Disciplinary Council hearing, the faculty/staff member will function only as a witness and shall not serve in any adversarial capacity. The Council will review all of the information presented and then deliberate in private. ~~At the discretion of the Chair of the Student Disciplinary Council, the proceeding may be extended to an additional meeting.~~ Absent exceptional circumstances beyond the control of the student as determined by the Chair of the Council, if the student who has been notified of the hearing fails to appear, the proceeding may take place in his or her absence, and the Committee's decision will be binding.

If the Council determines that the student has violated the AI Policy, before the sanctioning stage of the meeting, the ~~AI Coordinator~~ Assistant Director for AI will provide the Council information regarding whether the student has any previous AI Policy violations recorded and sanctions imposed. The Council will deliberate again in private in order to determine the appropriate sanction for this violation. The Chair will announce the decision of the Council to those present at the conclusion of the hearing.

Step 7
Appealing the Decision of the Student Disciplinary Council

If the student chooses to contest the allegation and/ or sanction, the student can appeal to the Provost. The student will notify, in writing, the AI Office of the Provost of his or her request and grounds for such request, within five academic days of the Student Disciplinary Council's decision. An appeal to the Provost can only be based upon irregularities in procedure, new evidence not available for the first hearing, or punishment not consistent with the violation. The Provost will render a decision, in writing, within ten academic days of receipt of the appeal.

Step 8
Appealing the Decision of the Provost

If the Provost upholds the decision of the Student Disciplinary Council, and if the student chooses to contest the allegation and/or sanction, the student can appeal to the Board of Regents. The student will notify, in writing, the AI Office of his or her request and grounds for such request, within five academic days of the Provost's decision. As soon as practicable, the AI Office will schedule a hearing. An appeal to the Board of Regents can only be based upon irregularities in procedure, new evidence not available at the first hearing, or punishment not consistent with the violation; the decision of the Board of Regents is final.

Definitions

Assistant Director for Student Rights and Responsibilities (Assistant Director for Academic Integrity ~~Academic Integrity~~ **AI)** ~~Coordinator~~	A faculty member who coordinates the implementation of the EKU Academic Integrity ~~P~~policy. The ~~AI Coordinator~~ Assistant Director for AI does not take part in any actual hearings, but is available to answer procedural questions.
Cheating	Cheating is an act or an attempted act of deception by which a student seeks to misrepresent that he or she has mastered information on an academic exercise. Cheating includes, but is not limited to, the following: • 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 • Turning in substantially similar papers/assignments as other student(s)
College Academic Integrity Committee	The College Academic Integrity Committee is comprised of 5 members (1 faculty from the department where the incident arose, 2 faculty from the college at large, and 2 students from the college at large but not from the department where the incident arose.) If this case involves a graduate student, at least one of the students on the Committee will be a graduate student. One member, elected by the Committee, will serve as Chair.
Day	In this document, day refers to days within an academic term. If the academic day occurs on a weekend, holiday, or University break or if the University is closed due to inclement weather, an action required within a specified number of academic days shall be due on the first day practicable on which University is open during an academic term.
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, the following: • 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
"FX" Notation	"FX" grade denotes failure in the course due to academic dishonesty.
Peer Advisor	An accused student has the right to have another willing student act as his or her advisor/advocate and to assist the student throughout the process, beginning at step 2 and continuing through step 8. The student can be any presently enrolled EKU student.
Plagiarism	Plagiarism occurs when a student represents work taken from another source as his or her own. It is imperative that a student give credit to information, words, ideas, and images that are integrated into his or 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, the following: • 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 acknowledgement of the source

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Provost	Refers to the Provost and Vice President for Academic Affairs or the Associate Provost for Academic and Faculty Affairs
Silent Advisor	An accused student has the right to have an attorney present at any proceedings at step 2 and continuing through step 8. The attorney is not permitted to speak in any hearing through this process.
Student Disciplinary Council	The Student Disciplinary Council is comprised of seven members, one faculty from each of the Colleges and two students (one undergraduate and one graduate student) named by the President of the University. One member, elected by the Council, serves as Chair.
Triviality	A case may be dismissed if it is found to be trivial. A trivial case is one with no possible consequences to a matter of legitimate concern of the academic community or one with no tendency to undermine trust within the community.
University Academic Integrity Committee	The University Academic Integrity Committee is comprised of six members. At the beginning of the academic year, there will be two names (1 faculty, 1 student) from each college and one name (faculty/staff) from the Library submitted to the President's office for appointment to the Committee. For each AI hearing, the college from which the incident arose will have both the faculty and student serve as members of this specific Committee. The remaining members of the Committee will be randomly drawn from two separate categories in order for the make-up of the Committee to be three faculty and three students. One member, elected by the Committee, will serve as Chair. An appeal to this Committee can only be based upon irregularities in procedure, new evidence not available for the first hearing, or punishment not consistent with the violation.
University	Eastern Kentucky University

Responsibilities

Assistant Director for Academic Integrity AI Coordinator	The ~~Coordinator~~ Assistant Director for Academic Integrity AI is responsible for maintaining all records of all incidents involving the EKU AI policy.
College Academic Integrity Committee	The Committee is responsible for determining the facts, and, if the student is found to have violated the AI Policy, the Committee must determine the appropriate sanction. A minimum of 3 Committee members must be present. To determine that a violation has/has not has occurred, 3 of the 5 Committee members must agree. To determine the sanction, 3 of the 5 Committee members must agree.
Faculty	If a mid-term or final grade is to be reported to the University during the pendency of the academic integrity procedures, the responsible faculty member shall report an "incomplete" for the involved student until the final resolution of the matter.
University Academic Integrity Committee	The Committee is responsible for hearing appeals from the College AI Committee of AI policy sanctions. It can modify or set aside the applied sanction, refer the case back to the College AI Committee, or uphold the decision. A minimum of 4 Committee members must be present. To determine that a violation has/has not has occurred, 4 of the 6 Committee members must agree. To determine the sanction, 4 of the 6 Committee members must agree. The decision of the University AI Committee is final, unless the Committee determines suspension or expulsion or the awarding of the "FX" grade is the appropriate sanction to be imposed.

Violations of the Policy

***Minimum* Sanction:** The standard minimum sanction for an AI Policy violation shall be the assignment of an "F" for the test, assignment or activity in which an incident of academic dishonesty occurred; the student will not be allowed to retake or rewrite the test, assignment or activity. A student ~~so~~ assigned an "F" for the course will not be permitted to drop or withdraw from the course.

~~**Minimum Sanction for student with one previous AI Policy violation:** The standard minimum sanction for an AI Policy violation for a student with one previous AI Policy violation will be an "FX" recorded for the course on the student's transcript; the "FX" grade denotes failure in the course due to academic dishonesty. A student so assigned an "FX" for a course will not be permitted to drop or withdraw from the course.~~

Sanctions: In addition to the minimum sanctions for an AI Policy violation, other appropriate educational sanctions may be assigned; these sanctions may be given even if this is the first violation of the AI Policy. Such sanctions could include, but are not limited to, the following:

- Removal from the course
- Educational sanctions
- Community service
- ~~Restriction of computer access~~
- Precluded from graduating with Honors
- An assigned "F" for the course
- "FX" notation on transcript **
- **Suspension***
- **Expulsion***

Note: According to KRS 164.370, Eastern Kentucky University's Student Disciplinary Council is the only body authorized to suspend or expel a student.

Note: Per the Academic Integrity Policy 4.1.3, Eastern Kentucky University's Student Disciplinary Council is the only body authorized to make a permanent "FX" notation on transcript.**

"FX" Notation:
The "FX" grade is a final and permanent notation ~~will be changed to an "F"~~ on the student's transcript. The "FX" grade can only be imposed by the Student Disciplinary Council. Upon exhaustion of the appeals process set forth in the Academic Integrity Policy 4.1.3, the notation cannot be removed. ~~upon completion of the educational sanctions so specified by the faculty/staff (Step 1) or other hearing bodies. A course with a grade of "FX" may not be repeated until the "FX" grade is changed to a "F". The student can then choose to repeat the course with the grade earned in the later taking replacing that of the "F" grade.~~ A student may retake the course where the "FX" notation is applied, and the new grade will replace the "FX" in the calculation of the student's GPA. The "FX" notation, however, will remain on the student's transcript.

Interpreting Authority

- Provost/Vice President for Academic Affairs

Statutory or Regulatory References

KRS 164.370

Policy Adoption Review and Approval

Policy Issued

Date	Entity	Action
June 12, 2006	**Board of Regents**	**Adopted**
December 5, 2005	Faculty Senate	Recommended Support