Council on Academic Affairs   Minutes

10-21-2010

Council on Academic Affairs Minutes, Oct 21, 2010

Eastern Kentucky University

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COUNCIL ON ACADEMIC AFFAIRS MINUTES
October 21, 2010

Members Present:	Deborah Core, Tina Davis, Claire Good, Sandra Moore, Jaleh Rezaie, Robert Rogow, Jack Rutherford, Benton Shirey, Norman Spain, John Taylor, Sherwood Thompson, Janna Vice, Deborah Whitehouse, Sara Zeigler.
Members Absent:	Rich Boyle*, Steve Byrn*, Ed Davis*, Linda Fossen*, Verna Freer*, Linda Frost*, E.J. Keeley, Sherry Robinson, Anne Shordike*, Andrew Holcomb*. *indicates prior notification
Non-Members Present:	Sandy Cain, Lana Carnes, Nina Coyer, Margaret Foote (for Verna Freer), Bob Frederick, Kimberly Hale, Laurence Hayes, Gary Kuhnhenn, Derrick Morton, Julie Robinson, Tim Ross, Danny Roush.

Dr. Janna Vice called the Council on Academic Affairs to order at 1:00 p.m. on October 21, 2010.

Approval of the Minutes – September 16, 2010
The minutes were approved as distributed.

CURRICULUM ITEMS

Justice and Safety

Memoranda of Agreement

Information   Memoranda of Agreement between Eastern Kentucky University and National Safety Management Society

Education

American Sign Language and Interpreter Education
New Program

Discussion   Deaf Studies B.S. (DISCUSSION ONLY)
New Courses

Approved	ASL 380 Special Topics in Deaf Studies: _____	Fall 2011
Approved	ASL 385 Independent Study	Fall 2011
Approved	ASL 425 Deaf Literature	Fall 2011
Approved	ITP 385 Independent Study	Fall 2011

Curriculum and Instruction
Course Revision

Approved	EDF 310 Transition to Education – *add a prerequisite*	Fall 2011

Applied Engineering and Technology
New Courses

Approved	CON 827 New Construction Entity	Spring 2011
Approved	CON 828 LEED Principles and Procedures	Spring 2011
Approved	CON 829 *Construction Portfolio Management*	Spring 2011

Program Revision

Approved   Applied Engineering and Technology Management (M.S.) Construction Management Option   Fall 2011
  -reconfigure program to allow options; add Construction Management as an Option

Accounting, Finance, and Information Systems
Course Drops

Approved	FIN 350 Intermediate Finance	Fall 2011
Approved	FIN 401 Advanced Managerial Finance	Fall 2011
Approved	FIN 405 Advanced Financial Institutions	Fall 2011
Approved	FIN 455 Global Financial Management	Fall 2011
Approved	QMB 300 Business Statistics II	Fall 2011

Course Revisions

Approved	FIN 410 Financial Analysis and Valuation – *change the prerequisites by dropping ECO 320*	Fall 2011
Approved	FIN 420 Investment and Portfolio Theory – *change the prerequisites by dropping QMB 300*	Fall 2011
Approved	FIN 424 Derivatives Valuation and Accounting – *change the prerequisite by dropping QMB 300*	Fall 2011

Communication
Program Revision

Approved – with revisions   Broadcasting and Electronic Media B.A. - *exclude Block VII (SBS). For Film Techniques & Technology Option Block VII (AH) is also excluded. Increase free electives by 3 hours for the Broadcasting & Electronic Media major and by an additional 3 hours for the Film Techniques & Technology Option. Both COM 200 and BEM 350 or 351 are required in the major. Eliminate the statement "Professional Skills Seminar" from College Requirements*   Fall 2011

Approved   Minor in Broadcast News – *revise course requirements and course credit hours*   Fall 2011

Management, Marketing and Administrative Communication – Accounting, Finance and Information Systems
Program Revision – New Concentration

Approved   Associate of General Studies Concentration in Pre-Business   Fall 2011

Management, Marketing and Administrative Communication
Program Revision – New Concentration

Approved   Associate of General Studies Concentration in Office Systems and Technologies   Fall 2011

Program Revision

Editorial   Minor in Managerial Communication – *revise course requirement from CCT 450 to 550*   Fall 2011

Biological Sciences
New Course

Approved   BIO 101 Essentials of Biology – *create new ONLINE COURSE to fill General Education Block IVA*   Fall 2011

English and Theatre
Program Revision – New Concentration

Approved   Associate of General Studies Concentration in English   Fall 2011

Foreign Language and Humanities
New Course

Approved   Fall 2011

SPA 321S Spanish for Social Services

Geography and Geology
Program Revision – New Concentrations

Approved	Associate of General Studies Concentration in Geography	Fall 2011
Approved	Associate of General Studies Concentration in Geology	Fall 2011
Approved	Associate of General Studies Concentration in Geographic Information Systems	Fall 2011

Mathematics and Statistics
Program Revision

Approved — Minor in Mathematics/Teaching - *Change minimum grade requirements for the Math Teaching minor to be in accord with those of the major* — Fall 2011

Department of Philosophy and Religion
Hybrid Course

Approved — PHI 383W Health Biomedical Ethics — Spring 2011

New Course

Approved — PHI 381 Animal Ethics — Spring 2011

Course Revision

Approved — PHI 383 Health and Biomedical Ethics - *Specify that credit will not be awarded for both PHI 383 and PHI 383W.* — Spring 2011

Program Revision

Approved — Minor in Religion- Require all students with a minor in Religion to take 1) REL 301 2) at least 3 hours of "Abrahamic" religions (at least one of the following: REL 305; 306, 315, or 335 and 3) at least 3 hours of "non-Abrahamic" religions (at least one of the following: REL 340, 345, 350, or 355). — Fall 2011

Department of Physics and Astronomy
Course Revision

Approved — PHY 101 Concepts of the Physical World -*Edit course description* — Fall 2011

Department of Psychology
Program Revision

Approved — Animal Studies B.S. - Substitute PHI 381 Animal Ethics for PHI 390 Special Topics in Philosophy: Animal Ethics in the curriculum for the B.S. in Animal Studies program. The content of PHI 381 is the same as the content of PHI 390 (when the topic of 390 is Animal Ethics). — Fall 2011

Associate Degree Nursing
Program Revision

Editorial — Associate Degree Nursing - *Correct program in catalog/banner to match curriculum changed on the following courses - remove NUR112(7), 116(1) and add 114(8) to major requirements*

Baccalaureate and Graduate Nursing
Course Revisions

Approved	NSC 332 Health Assessment and Promotion II - *Remove Prerequisites NSC350, 380*	Spring 2011
Approved	NSC 350 Pathophysiology - *remove pre-requisites NSC 350, 380; keep NSC 350, 380 as corequisites; remove requirement "grade of 'C' or better"*	Spring 2011
Approved	NSC 370 Health Disparities – *remove course from Block VIII General Education (Race, Gender, and Sexuality Theme)*	Fall 2011
Approved	NSC 380 Adult Health Nursing I - *remove pre-requisites NSC 332 and 350; keep NSC 332, 350 as corequisites; remove requirement "grade of 'C' or better"*	Spring 2011
Approved	NSC 830 Advanced Pharmacology – *revise course description*	Spring 2011
Approved		Spring 2011

	NSC 834 Advanced Pathophysiology – *revise course description*	
Approved	NSC 880 Rural PMHNP I – *revise course description and clarify corequisite*	Spring 2011
Approved	NSC 881 Applied Psychopharmacology – *revise course description and clarify corequisite*	Spring 2011
Approved	NSC 882 Rural PMHNP II – *revise course description and credit hours earned*	Spring 2011
Approved	NSC 884 Rural PMHNP III – *revise course description*	Spring 2011
Approved	NSC 886 Rural PMHNP Internship – *revise course description*	Spring 2011
	Program Revision	
Approved	Master of Science in Nursing – *move Fall (part-time) application deadline from March 15 to February 15.*	Fall 2011

Environmental Health Science

Program Revisions

Approved	Environmental Health Science B.S. - *Drop PHY131, Add PHY101 and decrease total program hours to 120.*	Fall 2011
Approved	MPH – Environmental Health Science Option – *edit language in General Information section, Add prerequisite to Admission Requirements, revise courses within Electives*	Fall 2011
Approved	MPH – Certificate in Industrial Hygiene – *add General and Admission requirements to Catalog*	Fall 2011

Exercise and Sport Science

Course Revision

Approved	PHE 212 Care & Prevention of Athletic & Exercise Injuries – *drop prerequisite; the* Catalog *is correct; Proposal is being submitted to correct the information in Banner*	Spring 2010
	Program Revision	
Approved	Physical Education B.S. - *Correct the total hours in support for the General (Non-Teaching Option) from 8 to 9 and free electives from 18-21 to 17-20. HPAD changed the hours on course HEA 202 from 2 to 3 so the program hours changed.*	Fall 2011
Approved	Minor in Coaching (Non-Teaching) – *change total hours required to 20. HEA 202 was previously changed from 2 hours to 3 hours.*	Fall 2011
Approved	Master of Science in Physical Education - *make PHE 821 a required course in Exercise & Wellness Option; revise hours in Exercise & Sport Science Foundations; revise required hours from 12 to 12-15 in the Options.*	Fall 2011

Health Promotion and Administration

Course Revision

Approved	HEA 202 Safety and First Aid – *change credit hours for course from 2 to 3; change course name and description to reflect addition of content to course*	Fall 2011
	Course Dropped	
Approved	HEA 203 Respiratory and Circulatory Emergencies (CPR)	Fall 2011
	Program Revisions	
Approved	Minor in School Health, P-12 (Teaching) – *revise total hours for Minor from 29 to 30 hours*	Fall 2011
Approved	Health Education B.S. – *remove HEA 203 Respiratory and Circulatory Emergencies from the Program*	Fall 2011

Occupational Therapy

Course Revisions

Approved	OTS 301 Practicum OS I: Concepts – *add OTS 432 (Research in Occupation) as a corequisite*	Fall 2011
Approved	OTS 311 Self as Occupational Being - *add OTS 432 (Research in Occupation) as a corequisite*	Spring 2011
Approved	OTS 432 Research in Occupation – *add OTS 301 and 311 as corequisites*	Spring 2011
	Program Revision	
Approved	Occupational Science B.S. - *add an admission requirement, revise and clarify progression and retention in the OS Program. Change the progression requirements (GPA, repeat of prerequisite courses, and hours of course work) to progress into Cycle 1 (Junior year) of the Occupational Science curriculum. Deadlines will be set for admission to the Occupational Science Program.*	Fall 2011
	Course Revision	
Approved	OTS 864 Early Childhood Practice - *revise course title, description and prerequisites*	Summer 2011

Action Items	
Approved 1. Protocol for Approval of Certificate Programs Revised prior to submission to the Faculty Senate. The revision clarified the number of hours required for Undergraduate and Graduate Certificates, specified by a range of hours.	Office of the Provost
Approved 2. Course Registration, Regulation 4.1.12R, Revision *Revise Course Registration Policy to include Early Registration for Student Veterans*	Office of the Provost
Approved 3. EKU Online Model	Office of the Provost

Discussion Items	
1. Readmission Requirements *Proposed revised* Catalog *language* This item will return to the November CAA meeting, pending revisions by Tina Davis, University Registrar.	Office of the Registrar

Information Items

The Council on Academic Affairs was adjourned at 4:00 p.m.

COUNCIL ON ACADEMIC AFFAIRS AGENDA
October 21, 2010

1. Call to Order
2. Approval of the Minutes – September 16, 2010

<table>
<tr><td colspan="2">Curriculum Items</td></tr>
</table>

Justice and Safety
Memoranda of Agreement
Memoranda of Agreement between Eastern Kentucky University and National Safety Management Society
_____

Education
<u>American Sign Language and Interpreter Education</u>

New Program

Deaf Studies B.S. (DISCUSSION ONLY)	1

New Courses

ASL 380 Special Topics in Deaf Studies: _____	11
ASL 385 Independent Study	15
ASL 425 Deaf Literature	19
ITP 385 Independent Study	25

<u>Curriculum and Instruction</u>

Course Revision

EDF 310 Transition to Education – *add a prerequisite*	29

_____

Business and Technology
<u>Applied Engineering and Technology</u>

New Courses

CON 827 New Construction Entity	AE&T 1
CON 828 LEED Principles and Procedures	AE&T 8
CON 829 Construction Portfolio Management	AE&T 15

Program Revision

Applied Engineering and Technology Management (M.S.) Construction Management Option	AE&T 22
-reconfigure program to allow options; add Construction Management as an Option	

<u>Accounting, Finance, and Information Systems</u>

Course Drops

FIN 350 Intermediate Finance	AFIS 1
FIN 401 Advanced Managerial Finance	
FIN 405 Advanced Financial Institutions	
FIN 455 Global Financial Management	
QMB 300 Business Statistics II	

Course Revisions

FIN 410 Financial Analysis and Valuation – *change the prerequisites by dropping ECO 320*	AFIS 2
FIN 420 Investment and Portfolio Theory – *change the prerequisites by dropping QMB 300*	AFIS 5
FIN 424 Derivatives Valuation and Accounting – *change the prerequisite by dropping QMB 300*	AFIS 8

Business and Technology continued on next page

Business and Technology continued:
<u>Communication</u>

Program Revision

Broadcasting and Electronic Media B.A. - *exclude Block VII (SBS). For Film Techniques &*   COMM 1
Technology Option Block VII (AH) is also excluded. Increase free electives by 3 hours
for the Broadcasting & Electronic Media major and by an additional 3 hours for the
Film Techniques & Technology Option. Both COM 200 and BEM 350 or 351 are
required in the major. Eliminate the statement "Professional Skills Seminar" from
College Requirements

Minor in Broadcast News – *revise course requirements and course credit hours*   COMM 3

<u>Management, Marketing and Administrative Communication –</u>
<u>Accounting, Finance and Information Systems</u>

Program Revision – New Concentration

Associate of General Studies Concentration in Pre-Business   EKUB 1

<u>Management, Marketing and Administrative Communication</u>

Program Revision – New Concentration

Associate of General Studies Concentration in Office Systems and Technologies   MMAC 1

Program Revision

Minor in Managerial Communication – *revise course requirement from CCT 450 to 550*   MMAC 3

_____

Arts and Sciences
<u>Biological Sciences</u>

New Course

BIO 101 Essentials of Biology – *create new ONLINE COURSE to fill General Education*   BIOS 1
Block IVA

<u>English and Theatre</u>

Program Revision – New Concentration

Associate of General Studies Concentration in English   ENTH 1

<u>Foreign Language and Humanities</u>

New Course

SPA 321S Spanish for Social Services   FRLH 1

<u>Geography and Geology</u>

Program Revision – New Concentrations

Associate of General Studies Concentration in Geography   GEOS 1
Associate of General Studies Concentration in Geology   GEOS 3
Associate of General Studies Concentration in Geographic Information Systems   GEOS 5

<u>Mathematics and Statistics</u>

Program Revision

Minor in Mathematics/Teaching - *Change minimum grade requirements for the Math Teaching*   MTST 1
minor to be in accord with those of the major

<u>Department of Philosophy and Religion</u>

Hybrid Course

PHI 383W Health Biomedical Ethics   PHRE 1

New Course

PHI 381 Animal Ethics   PHRE 15

Course Revision

PHI 383 Health and Biomedical Ethics - *Specify that credit will not be awarded for both*   PHRE 22
PHI 383 and PHI 383W.

<div align="center">Department of Philosophy and Religion continued:</div>

Program Revision

Minor in Religion- Require all students with a minor in Religion to take 1) REL 301 2) at   PHRE 25
    least 3 hours of "Abrahamic" religions (at least one of the following: REL 305; 306,
    315, or 335 and 3) at least 3 hours of "non-Abrahamic" religions (at least one of the
    following: REL 340, 345, 350, or 355).

<div align="center">Department of Physics and Astronomy</div>

Course Revision

PHY 101 Concepts of the Physical World -*Edit course description*   PHAS 1

<div align="center">Department of Psychology</div>

Program Revision

Animal Studies B.S. - Substitute PHI 381 Animal Ethics for PHI 390 Special Topics in   PSYC 1
    Philosophy: Animal Ethics in the curriculum for the B.S. in Animal Studies program.
    The content of PHI 381 is the same as the content of PHI 390 (when the topic of 390
    is Animal Ethics).

<div align="center">

Health Sciences

Associate Degree Nursing

</div>

Program Revision

Associate Degree Nursing - *Correct program in catalog/banner to match curriculum changed on
    the following courses - remove NUR112(7), 116(1) and add 114(8) to major requirements*

<div align="center">Baccalaureate and Graduate Nursing</div>

Course Revisions

NSC 332 Health Assessment and Promotion II - *Remove Prerequisites NSC350, 380*   CHS 2

NSC 350 Pathophysiology - *remove pre-requisites NSC 350, 380; keep NSC 350, 380 as*   CHS 4
    corequisites; remove requirement "grade of 'C' or better"

NSC 370 Health Disparities – *remove course from Block VIII General Education (Race, Gender,*   CHS 6
    and Sexuality Theme)

NSC 380 Adult Health Nursing I - *remove pre-requisites NSC 332 and 350; keep NSC 332,*   CHS 8
    350 as corequisites; remove requirement "grade of 'C' or better"

NSC 830 Advanced Pharmacology – *revise course description*   CHS 10

NSC 834 Advanced Pathophysiology – *revise course description*   CHS 12

NSC 880 Rural PMHNP I – *revise course description and clarify corequisite*   CHS 14

NSC 881 Applied Psychopharmacology – *revise course description and clarify corequisite*   CHS 16

NSC 882 Rural PMHNP II – *revise course description and credit hours earned*   CHS 18

NSC 884 Rural PMHNP III – *revise course description*   CHS 20

NSC 886 Rural PMHNP Internship – *revise course description*   CHS 22

Program Revision

Master of Science in Nursing – *move Fall (part-time) application deadline from March 15 to*   CHS 24
    February 15.

<div align="center">Environmental Health Science</div>

Program Revisions

Environmental Health Science B.S. - *Drop PHY131, Add PHY101 and decrease total*   CHS 25
    program hours to 120.

MPH – Environmental Health Science Option – *edit language in General Information section,*   CHS 27
    Add prerequisite to Admission Requirements, revise courses within Electives

MPH – Certificate in Industrial Hygiene – *add General and Admission requirements to Catalog*   CHS 30

<div align="center">

College of Health Sciences continued on next page

</div>

College of Health Sciences continued:

Exercise and Sport Science

Course Revision

PHE 212 Care & Prevention of Athletic & Exercise Injuries – *drop prerequisite; the* Catalog   CHS 32
    is correct; Proposal is being submitted to correct the information in Banner

Program Revision

Physical Education B.S. - *Correct the total hours in support for the General*   CHS 34
    (Non-Teaching Option) from 8 to 9 and free electives from 18-21 to 17-20. HPAD
    changed the hours on course HEA 202 from 2 to 3 so the program hours changed.

Minor in Coaching (Non-Teaching) – *change total hours required to 20. HEA 202 was*   CHS 35
    previously changed from 2 hours to 3 hours.

Master of Science in Physical Education - *make PHE 821 a required course in Exercise &*   CHS 36
    Wellness Option; revise hours in Exercise & Sport Science Foundations;
    revise required hours from 12 to 12-15 in the Options.

Health Promotion and Administration

Course Revision

HEA 202 Safety and First Aid – *change credit hours for course from 2 to 3; change course*   CHS 37
    name and description to reflect addition of content to course

Course Dropped

HEA 203 Respiratory and Circulatory Emergencies (CPR)   CHS 42

Program Revisions

Minor in School Health, P-12 (Teaching) – *revise total hours for Minor from 29 to 30 hours*   CHS 43
Health Education B.S. – *remove HEA 203 Respiratory and Circulatory Emergencies from the*   CHS 44
    Program

Occupational Therapy

Course Revisions

OTS 301 Practicum OS I: Concepts – *add OTS 432 (Research in Occupation) as a corequisite*   CHS 46
OTS 311 Self as Occupational Being - *add OTS 432 (Research in Occupation) as a corequisite*   CHS 48
OTS 432 Research in Occupation – *add OTS 301 and 311 as corequisites*   CHS 50

Program Revision

Occupational Science B.S. - *add an admission requirement, revise and clarify progression*   CHS 52
    and retention in the OS Program. Change the progression requirements (GPA,
    repeat of prerequisite courses, and hours of course work) to progress into Cycle 1
    (Junior year) of the Occupational Science curriculum. Deadlines will be set for
    admission to the Occupational Science Program.

Course Revision

OTS 864 Early Childhood Practice - *revise course title, description and prerequisites*   CHS 54

Action Items

1. Protocol for Approval of Certificate Programs
   Submitted by Dr. Sherry Robinson, Executive Director to the Provost

   > Office of the Provost

2. Course Registration, Regulation 4.1.12R, Revision
   Revise Course Registration Policy to include Early Registration for
   Student Veterans

   > Office of the Provost

Discussion Items

1. Readmission Requirements – *proposed revised Catalog language*

   > Office of the Registrar

2. EKU Online Model

   > Office of the Provost

College of Justice & Safety
A Program of Distinction
Office of the Dean
Office (859) 622-3565
FAX: (859) 622-6561

Stratton 354
521 Lancaster Avenue
Richmond, KY 40475-3102

To: Council on Academic Affairs

From: _____
                Norman Spain, Associate Dean

Date: October 8, 2010

Subject: Agenda Item for CAA Meeting

Please include the enclosed item on the agenda for the next meeting of the Council on Academic Affairs scheduled for October 21, 2010.

<u>Memoranda of Agreement</u>
Memoranda of Agreement between Eastern Kentucky University and National Safety Management Society

Kentucky
UNBRIDLED SPIRIT

Memorandum of Agreement
Eastern Kentucky University
For Office of Academic Affairs Use Only

AGREEMENT NUMBER: JS003ssem

College/Unit: Justice and Safety
Department: Safety, Security, & Emergency Management
Program: Safety, Security, & Emergency Management (EKU)

Issued: Expires:
Terminated:
Last Reviewed:
Next Review Date:

Memorandum of Agreement for Awarding Academic Credit
For Non-Collegiate Instruction
Between

Eastern Kentucky University and

and

National Safety Management Society

I. Purpose

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

II. Background and General Information

The National Safety Management Society is a non-profit 501c (6) organization founded in 1969 for the purpose of promoting the safety and health profession and provide educational opportunities within the safety and health field. The National Safety Management Society, in collaboration with the Petroleum Education Council, develops, directs, oversees, manages and ensures the Certified Safety Technician (CST) and Certified Safety Supervisor (CSS) programs and their policies and procedures.

The CSTcertification is designed to be a benchmark educational program for individuals within the safety and health profession. The CSS is a program designed as advanced education for safety and health professionals in supervisory capacities who are interested in career advancement.

III. Recruitment, Admission, and Advisement of Students

EKU will provide a dedicated team of "enrollment advisors" and "marketing staff" through an existing educational services agreement with Compass Knowledge Group. Marketing efforts will consist of online educational directories, internet advertising, print publications, direct mail and outreach initiatives. Such activities are geared toward generating inquiries for the online Master of Science Safety, Security, and Emergency Management program. All inquiries will be directed to an enrollment advisor. The role of the enrollment advisor is to

provide prospective students with information regarding admission to the University and to the SSEM program. Individuals who wish to receive academic credit at EKU must be admitted to the University based on the normal requirements outlined in the Graduate Catalog. If they are matriculating as degree-seeking students, prospective students may also need to meet specific program admission requirements. Students will be advised by EKU faculty/advisors concerning the process for receiving academic credit for the Certified Safety Technician (CST) and Certified Safety Supervisor (CSS) Programs.

IV. Awarding and Transcribing of Credit

Eastern Kentucky University agrees to accept the certificates of successful completion of the Certified Safety Technician (CST) and Certified Safety Supervisor (CSS) provided the following conditions are met. The candidate must apply for and be accepted in the online or on campus Master of Science degree in Safety, Security and Emergency Management and present their certificate of completion of the CST or CSS programs. Upon verification, the graduate student may register for SSE 890 – Topical Seminar in CST/CSS. Utilizing the knowledge the graduate student acquired in the CST or CSS program, the graduate student will be required to develop and submit a research paper of not less than 20 pages. Paper topics must be approved by the SSE 890 instructor and papers will be based on research and course assignments. Credit will be awarded only upon successful completion of SSE 890 – Topical Seminar in CST/CSS.

V. Curriculum and Faculty

The development and delivery of the curriculum as well as the determination of the qualifications and appointment of faculty for the SSE 890 – CST/CSS course is the responsibility of the Eastern Kentucky University. Eastern Kentucky University has been provided access to and has conducted a thorough review of the CST and CSS courses and content by the graduate faculty of the MS in SSEM program. Given the rigor and content of the CST and CSS courses and the subsequent paper required in SSE 890 – CST/CSS, the graduate faculty has recommended three (3) graduate hours for successful completion of the SSE 890 – CST/CSS course.

Furthermore, EKU and National Safety Management Society agree that the graduate faculty of the MS in SSEM program will be permitted to monitor and assess all aspects of the National Safety Management Society program, including but not limited to the content, delivery and program changes, on a periodic basis.

VI. Recordkeeping

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

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

A. Terms of the MOA

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

MOA: JS003ssem
SSEM/NSMS
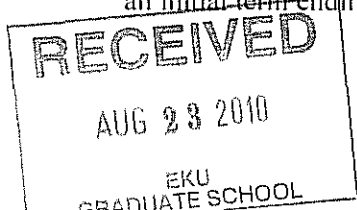
B. Renewal and Renegotiation of the MOA

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

C. Termination of the MOA

Eastern Kentucky University and The National Safety Management Society may terminate this agreement with adequate written notice. Adequate notice is defined as providing sufficient time to implement the "affected students" agreement below. Termination of the MOA may occur for various reasons, including but not limited to, changes in EKU's mission, state or federal regulations or accrediting policies which may affect the University's ability to award credit for SSE – 890 – Topical Seminar in SSEM - CSS/CST.

D. Affected Students Agreement

In the event that a decision is made to terminate this MOA, every effort will be made to accommodate students as to minimize the disruption to their academic path. To the extent possible, students admitted to EKU or, students who have a reasonable expectation of receiving credit for the SSE 890 – Topical Seminar in SSEM (CST/CSS)), will be accommodated. When this is not possible, students will be advised by EKU advisors as to their options.

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

Eastern Kentucky University_____ **Date** _____
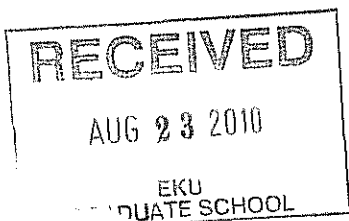   **President**

                        _____ **Date** _____
                        Provost/Vice President for Academic Affairs

National Safety Management Society _____ **Date**_____

                        _____ **Date** _____

                        _____ **Date** _____

Page **3** of **3**

MOA: JS003ssem
SSEM/NSMS

Dr. Sherwood Thompson, Ed.D.,
Assistant Dean
Office of the Dean
College of Education
sherwood.thompson@eku.edu

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: October 7, 2010

SUBJECT: COE Agenda Items

Please consider the following agenda items for the College of Education at the next Council on Academic Affairs Committee meeting on October 21, 2010:

Dept: American Sign Language and Interpreter Education   **Chair: Dr. Laurence Hayes**

New Program	Deaf Studies	Page 1
New Course	ASL 380	Page 12
New Course	ASL 385	Page 16
New Course	ASL 425	Page 20
New Course	ITP 385	Page 26

Dept: Curriculum and Instruction   **Chair: Dr. Dorie Combs**

Course Revision	EDF 310	Page 30

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

Part I

(Check one)	Department Name	ASL and Interpreter 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	Deaf Studies
X 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	09/23/2010	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☐		Council on Academic Affairs	
College Curriculum Committee	10/5/10	Approved Disapproved	DISCUSSION
General Education Committee*	N/A	Faculty Senate**	
Teacher Education Committee*	N/A	Board of Regents**	
		Council on Postsecondary Edu.***	

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

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

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

To create a new baccalaureate program – Deaf Studies

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:

The American Sign Language and Interpreter Education (ASLIE) Department currently offers a major in ASL and English Interpretation, and a minor in ASL Studies. The Interpretation major is a pre-professional program that admits about 20-22 students on a 2-year cycle. We are recommending an additional program/degree related to Deaf Studies. This is based on the following observations:

- We believe we can begin this program with the current level of faculty and staff.
- Because the proposed major shares many courses that the department offers, only one new, regularly scheduled course needs to be added. We also propose the addition of Special Topics and Independent Studies courses to be offered as student needs dictate.
- Here is a sample list of potential second majors that could be coupled with the Deaf Studies degree:
    o Majors that allow 36 hours or more of free electives and can graduate with <u>120 hours</u>)
        ▪ History (38 hours of free electives)
        ▪ Spanish (41 hours of free electives)
        ▪ French (41 hours of free electives)
        ▪ Anthropology (38 hours of free electives)
    o Majors that would allow a double major where a student can graduate with <u>128 total</u> hours or less:
        ▪ Sociology (35 hours of free electives—can graduate with 121 total hours)
        ▪ Psychology (31 hours of free electives—can graduate with 125 total hours)
        ▪ Comparative Humanities (43 hours of free electives)
        ▪ Criminal Justice (34 hours of free electives (Can graduate with 128 hours if the option of 3 hours from ASL 201/202 are used towards Supporting Course Requirements—see page 155 in the undergraduate catalog)
- Although we have very high placement and licensure rates of our graduates, some graduates have decided to become professionals in a deaf-related field, rather than becoming professional interpreters. We would prefer that these students graduate from our proposed Deaf Studies program.
- Within the last year ASLIE has hosted two open-house events with approximately 45 – 60 people in attendance at each event. Based on surveys that we gathered during these events, several of these students would prefer to major in a deaf-related area, rather than in Interpretation.
- Because admission into the Interpretation program is very competitive, some prospective students may be more interested in applying to EKU rather than another Interpretation program with less stringent admission requirements if they knew that they had another related major to fall back on, in the case they were not admitted to the Interpretation program.
- During the spring 2010 semester, we interviewed 37 candidates for admittance into the major—the highest number in our history. We were only able to accept 20 students into the program. Several candidates admitted that Interpretation was not their long-term interest but they wanted to major in a deaf-related field.
- Some Interpretation candidates do not have the disposition for becoming a professional interpreter but have potential to develop themselves in a Deaf Studies program of learning.
- Some of the candidates who were not admitted to the program said that they will apply again in two years, some candidates may continue in another major at EKU, transfer, or drop out of EKU altogether. We would like to offer them the option of completing a BS in Deaf Studies in an effort to retain these students who may otherwise leave EKU or not be able to return in 2 years due to unforeseeable circumstances. (Majoring in Deaf Studies does not preclude these students from eventually entering the field of interpreting).
- We receive outside inquires about whether we offer an ASL/Deaf Studies degree from prospective students.
- There is no other Deaf Studies or ASL Studies baccalaureate program in Kentucky.
- A Deaf Studies degree with a low number of hours required (30 – 40 hours) would allow students to customize their degree to fit their interests.
- According to a 2007 Modern Language Association Report, American Sign Language college courses have grown nearly 30% from 2002 to 2006—there is a need for qualified ASL teachers. A Deaf Studies degree would provide a foundation for preparing future ASL teachers.
- According to a 2010 National Exchange Carrier Association report, the Video Relay Service industry has grown from 9 million dollars in revenue in 2002 to a projected 697 million in 2010-2011. There are many non-interpreter personnel within this industry that the new Deaf Studies program could help train.
- There is a need for an appropriate undergraduate degree to articulate with graduate level work in Deaf studies, ASL teaching, linguistics, rehabilitation counseling, mental health counseling, etc. The proposed undergraduate program may lead to additional EKU graduate programs in these areas.
- Because there are no "study abroad" opportunities for students of ASL, it is difficult for us to find an equivalent immersive language experience. Increased enrollment in these courses will afford a critical mass of ASL signers on campus, which is essential for developing language fluency. This will benefit students not only in the Interpretation and Deaf Studies programs but also in the Deaf Education major within the Department of Special Education. 2
- This major will increase the level of cultural and linguistic diversity on our campus.

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

Personnel Impact:

Based on our suggested course sequencing (see attached proposal), we believe that we can initially offer this new major with our current level of personnel. We will only require students to take one newly created course beyond our current departmental course offerings (ASL 425). This course will be taught once a year in the Spring semester. This course will be taught in place of one of the many sections we offer of ASL 101, or 102 taken by students seeking to satisfy their Block VIII General Education requirements. The impact will be absorbed by the many other courses that are offered under the Block VIII requirement. We will also consider hiring an adjunct to teach the affected ASL101/102 class section. If more than one section of ASL 425 is required, we will potentially hire adjuncts to teach other affected offerings of ASL 101/102.

The other two new courses proposed—ASL 380 Special Topics, and ASL 385 Independent Study—are optional (see Supporting Course Requirements below). We will plan for the offering of these courses on a case-by-case basis as student demand and personnel availability dictate.

We will monitor the impact that increased enrollment has on other courses that we currently offer. The potential increase in enrollment has been discussed with the faculty of the Department as part of the discussion leading to approval at the departmental level.

Operating Expenses Impact:

No additional operating expenses currently anticipated.

Equipment/Physical Facility Needs:

No additional space or equipment needs at the current time.

Library Resources:

Although we currently have considerable collections related to ASL and Interpretation, we propose that $2,000.00 be budgeted for additional resources in the area of Deaf studies.

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.)

Proposed New Program

Deaf Studies (B.S.)
CIP Code: 16.1699

The Deaf Studies program is a multidisciplinary program that provides students with a foundation in American Sign Language (ASL) skills, a broad understanding of Deaf people's histories, literature, and cultures, as well as knowledge of educational and legal issues affecting Deaf people. It will expand students' understanding of what it means to be human. The Deaf Studies program is designed to allow students to potentially complete a second major, or minor in another discipline therefore preparing them to specialize in service to Deaf people within their chosen discipline. The Deaf Studies degree does not prepare students to become professional interpreters, or ASL teachers upon graduation. The program may help prepare students to serve the diverse language and cultural needs of Deaf people in their chosen careers. These careers may include counselors, government specialists, community service coordinators/advocates, medical personnel, and law enforcement personnel. This program also prepares students for advanced study in Deaf studies, interpretation, Deaf history, ASL studies, and teaching ASL.

Program Objectives

Upon completion of this program the graduate will: 1) Communicate in American Sign Language beyond an intermediate level (as measured by the SLPI:ASL or ASLPI); 2) Demonstrate a broad knowledge of Deaf people's histories and cultures; 3) Demonstrate critical thinking skills related to topics in Deaf Studies; 4) Demonstrate analytical and thematic awareness of Deaf arts and literature; 5) Describe the diversity within deaf communities; 6) Explain the history and dynamics of various forms of oppression; 7) Integrate knowledge of Deaf Studies with other disciplines of the students' choosing.

Major Requirements...**30 hours**
A grade of "B" or higher is required for all American Sign Language Core courses. A grade of "C" or higher is required for all Deaf Studies Core courses and all Supporting Course Requirements. Prior to graduation, students are required to attain a minimum rating of Intermediate Plus on the Sign Language Proficiency Interview (SLPI:ASL) or a minimum rating of 2.5 on the American Sign Language Proficiency Interview (ASLPI). Administrators of the SLPI:ASL or ASLPI may charge testing fees to students.

ASL Core..**15 hours**
ASL 201, 202, 210, 301, 302.
Deaf Studies Core...**15 hours**
ASL 225, 425; ITP 215, 390; SED 338.
Supporting Course Requirements ....**6 hours**
A minimum of six hours selected from the following: ASL 400, 380, 385; ITP 350, 490; SED 337.
General Education Requirements...**48 hours**
Refer to Section Four of the *Catalog* for details on the General Education and University requirements.
University Requirement..**1 hour**
EDO 100.
Free Electives (select a second major, minor, or a reasoned plan of courses) ....**35 hours**
Total Curriculum Requirements ....**120 hours**

A proposed Deaf Studies major

Approved by the Faculty of the Department of ASL and Interpreter Education
College of Education, Eastern Kentucky University

September 23, 2010

Catalog Language

Deaf Studies (B.S.)
CIP Code: 16.1699

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Justification for the Program

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- Because admission into the Interpretation program is very competitive, some prospective students may be more interested in applying to EKU rather than another Interpretation program with less stringent admission requirements if they knew that they had another related major to fall back on, in the case they were not admitted to the Interpretation program.
- During the spring 2010 semester, we interviewed 37 candidates for admittance into the major—the highest number in our history. We were only able to accept 20 students into the program. Several candidates admitted that Interpretation was not their long-term interest but they wanted to major in a deaf-related field.
- Some Interpretation candidates do not have the disposition for becoming a professional interpreter but have potential to develop themselves in a Deaf Studies program of learning.
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- There is no other Deaf Studies or ASL Studies baccalaureate program in Kentucky.
- A Deaf Studies degree with a low number of hours required (30 – 40 hours) would allow students to customize their degree to fit their interests.
- According to a 2007 Modern Language Association Report, American Sign Language college courses have grown nearly 30% from 2002 to 2006—there is a need for qualified ASL teachers. A Deaf Studies degree would provide a foundation for preparing future ASL teachers.
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non-interpreter personnel within this industry that the new Deaf Studies program could help train.

- There is a need for an appropriate undergraduate degree to articulate with graduate level work in Deaf studies, ASL teaching, linguistics, rehabilitation counseling, mental health counseling, etc. The proposed undergraduate program may lead to additional EKU graduate programs in these areas.
- Because there are no "study abroad" opportunities for students of ASL, it is difficult for us to find an equivalent immersive language experience. Increased enrollment in these courses will afford a critical mass of ASL signers on campus, which is essential for developing language fluency. This will benefit students not only in the Interpretation and Deaf Studies programs but also in the Deaf Education major within the Department of Special Education.
- This major will increase the level of cultural and linguistic diversity in on our campus.

Proposed New Courses:

ASL 425 Deaf Literature (3)

Cultural and literary analysis of ASL and Deaf-related literature (major works in text, cinema, and video) in contemporary society. Literary style, register, grammatical features, and linguistic expression will be explored in a cultural context.

ASL 380 Special Topics in Deaf Studies:_____ (1-3)

Prerequisites: ASL 225. For special workshops or topics related to the field of Deaf Studies beyond the scope of regularly offered courses. May be taken to a maximum of 9 hours provided subtitle/topics vary.

ASL 385 Independent Work in Deaf Studies (1-3)

Prerequisite: ASL 225 and departmental permission. For independent work related to the field of Deaf Studies beyond the scope of regularly offered courses. May be taken to a maximum of 6 hours provided subtitle/topics vary. Student must have the independent study proposal form approved by faculty supervisor and department chair prior to enrollment.

Suggested Course Sequences:

Suggested sequence for students beginning the Fall of an <u>even-numbered year</u>

Freshman Fall – 16 credits	Freshman Spring – 15 credits
ASL 101 VIII (3) ENG 101 IA (3) MAT 105 II (3) EDO 100 (1) CMS 100 or 210 IC (3) Wellness VI (3)	ASL 102 VIII (3) ENG 102 IB (3) Arts and Humanities III (3) Biological Science w/ Lab IVA (3) Social & Behavioral Sciences VB (3)
Sophomore Fall – 15 credits	**Sophomore Spring – 15 credits**
ASL 201 (3) **ASL 225 Introduction to Deaf Studies (3)** Arts and Humanities III (3) Social & Behavioral Sciences VA (3) Breadth of Knowledge VII (3)	**ASL 202 (3)** **ASL 210 ASL Fingerspelling & Numbers (3)** **ɸITP 215 Professional Ethics and Issues in Interpreting (3)** *Support Option (3) Physical Science w/ Lab IVB (3)
Junior Fall – 15 credits	**Junior Spring –15 credits**
ASL 301 (3) *Support Option (3) Breadth of Knowledge VII (3) Social & Behavioral Sciences VC (3) Free Elective (3)	**ASL 302 (3)** **ɸITP 390 Linguistics & ASL I (3)** Free Elective (3) Free Elective (3) Free Elective (3)
Senior Fall – 15 credits	**Senior Spring – 15 credits**
+SED 338 Language of Deaf (3) Free Elective (3) Free Elective (3) Free Elective (3) Free Elective (3)	**ASL 425 Deaf Literature (3)** Free Elective (3) Free Elective (3) Free Elective (3) Free Elective (3)

Total Credits: 120

Bold = Required ASL and Deaf Studies Core

* Supporting Course Requirements: A minimum of six hours selected from the following:
ASL 400, ASL 380, ASL 385; SED 337; ITP 350, ITP 490.

ɸ ITP 215 is only offered in the Spring of even numbered years, ITP 390 is only offered in the Spring of odd numbered years, ITP 490 is only offered in the Fall of odd numbered years.

+SED 338: ITP 390 is a suggested prerequisite. Please verify with your advisor that you will be able to take SED 338 by the Fall semester of your 4th year.

Deaf Studies: Suggested sequence for students beginning the Fall of an <u>odd-numbered year</u>

Freshman Fall – 16 credits	Freshman Spring – 15 credits
ASL 101 VIII (3)	ASL 102 VIII (3)
ENG 101 IA (3)	ENG 102 IB (3)
MAT 105 II (3)	Arts and Humanities III (3)
EDO 100 (1)	Biological Science w/ Lab IVA (3)
CMS 100 or 210 IC (3)	Social & Behavioral Sciences VB (3)
Wellness VI (3)	
Sophomore Fall – 15 credits	**Sophomore Spring – 15 credits**
ASL 201 (3)	**ASL 202 (3)**
ASL 225 Introduction to Deaf Studies (3)	**ASL 210 ASL Fingerspelling & Numbers (3)**
Arts and Humanities III (3)	*Support Option (3)
Social & Behavioral Sciences VA (3)	Physical Science w/ Lab IVB (3)
Breadth of Knowledge VII (3)	Free Elective (3)
Junior Fall – 15 credits	**Junior Spring –15 credits**
ASL 301 (3)	**ASL 302 (3)**
*Support Option (3)	**ɸITP 215 Professional Ethics and Issues in Interpreting (3)**
Breadth of Knowledge VII (3)	+SED 260 Language and Speech Disorders of Exceptional Children (3)
Social & Behavioral Sciences VC (3)	Free Elective (3)
Free Elective (3)	Free Elective (3)
Senior Fall – 15 credits	**Senior Spring – 15 credits**
+SED 338 Language of Deaf (3)	**ASL 425 Deaf Literature (3)**
Free Elective (3)	**ɸITP 390 Linguistics & ASL I (3)**
Free Elective (3)	Free Elective (3)
Free Elective (3)	Free Elective (3)
Free Elective (3)	Free Elective (3)

Total Credits: 120

Bold = Required ASL and Deaf Studies Core

* Supporting Course Requirements: A minimum of six hours selected from the following:
ASL 400, ASL 380, ASL 385; SED 337; ITP 350, ITP 490.

ɸ ITP 215 is only offered in the Spring of even numbered years, ITP 390 is only offered in the Spring of odd numbered years, ITP 490 is only offered in the Fall of odd numbered years.

+SED 338: SED 260 is a prerequisite, however ITP 390 can be a substitute prerequisite if it can be taken earlier.
Please verify with your advisor how you will be able to take SED 338 by the Fall semester of your 4th year.

Sequence revised 9/7/10

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

Part I

(Check one)	Department Name	ASL & Interpreter Education
X New Course (Parts II, IV)	College	Education
Course Revision (Parts II, IV)	*Course Prefix & Number	ASL 380
Course Dropped (Part II)	*Course Title (30 characters)	Special Topics in Deaf Studies:_____.
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	09/23/2010	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	10/5/10	Approved X Disapproved ____	10/21/10
General Education Committee*		Faculty Senate**	NA
Teacher Education Committee*	N/A	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 a new Special Topics course for the new Deaf 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)

Not applicable

B. The justification for this action:

To provide a venue for a wide range of topics to be offered within the Deaf Studies Program as faculty expertise and student interests emerge. Also, the Department often works with outside groups such as the Kentucky Office of the Courts (AOC) to provide preservice and inservice training to interpreters. This will allow us to offer specialized training for college credit.

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

Personnel Impact:

This course is one of the options under Supporting Course Requirements in the new Deaf Studies program. We will plan for the offering of these courses on a case-by-case basis as student demand and personnel availability dictate.

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.)

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.) **ASL 380 Special Topics in Deaf Studies:<u>   </u>. (1-3) A.** <u>Prerequisite: ASL 225(C). For special</u> <u>workshops or topics related to the field of Deaf Studies beyond the scope of regularly offered courses. May be taken</u> <u>to a maximum of 9 hours provided subtitle/topics vary.</u>

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.)

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)*
ASL	380	Fall 2011	AS ____ JS ____ BT ____ EM ____ ED _X_ PC ____ HS ____	ITPR

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 9
1-3	Lecture 1-3 Laboratory _____ Other _____	Cip Code (first two digits only) 16

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
1	1-3	N (or P)	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.	ASL 225 (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.)

A. American Sign Language and Interpreter Education Department

ASL 380 Special Topics in Deaf Studies:_____ (1-3).

B. Prerequisites: ASL 225. For special workshops or topics related to the field of Deaf Studies beyond the scope of regularly offered courses. May be taken to a maximum of 9 hours provided subtitle/topics vary.

C. Required readings vary by course topic/subtitle

D. Student Learning Outcomes: At the conclusion of the course students will be able to:
-Describe special considerations for the specified subtitled area
-Analyze the specified topic in terms of current theory
-Determine appropriate approaches for the specified area.
-Additional learning outcomes may be added as deemed appropriate by the instructor (OUTLINED BEFORE GIVEN TO STUDENTS)

E. Evaluation Method (subject to change based on course subtitle).
   a. Student Presentation(s)   50%
   b. Homework   25%
   c. Test(s)   25%

F. Student Progress. The instructor will provide written notification of student progress via Blackboard grade book prior to the mid-point of the semester.

G. Attendance Policy.

   ASLIE Department Attendance Policy

   1. Four (4) absences in a MWF class or three (3) absences in a TR class will drop a stduent's grade by one letter. Five (5) absences in a MWF class or four (4) absences in a TR class will result in an F course grade.

2. Students may request consideration for absences in writing as soon as reasonably possible (preferably before the absence). An adequate and documented reason for an absence may be excused or not at the instructor's discretion. Adequate reasons include circumstances beyond the student's control, such as personal illness, critical illness or death in the immediate family, or participation in an approved University activity.

H. Notification of last day to drop the course. Students should consult the Colonel's Compass for the last day to drop the course.

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

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

K. Course Outline. Specific content will be determined by subtitle of the course, credit hours, and student needs.

L. Course requirements. Required work will vary by course offering. Students may complete a variety of activities for the course including, but not limited to, group presentations, quizzes over reading material, tests, and written projects/papers.

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

Part I

(Check one)		Department Name	ASL & Interpreter Education
X	New Course (Parts II, IV)	College	Education
	Course Revision (Parts II, IV)	*Course Prefix & Number	ASL 385
	Course Dropped (Part II)	*Course Title (30 characters)	Independent Study
	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	09/23/2010	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes**____ **No** X		Council on Academic Affairs	
College Curriculum Committee	10/5/10	Approved x Disapproved ____	10/21/10
General Education Committee*		Faculty Senate**	NA
Teacher Education Committee*	N/A	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 independent study course for the Deaf Studies program.

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

 Fall 2011

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

Not applicable

B. The justification for this action:

To provide a venue for students to develop and complete independent activities.

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

Personnel Impact:

This course is one of the options under Supporting Course Requirements in the new Deaf Studies program. We will plan for the offering of these courses on a case-by-case basis as student demand and personnel availability dictate.

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.)

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.) **ASL 385 Independent Work in Deaf Studies. (1-3) A.** <u>Prerequisite: ASL 225(C) and departmental permission. For</u> <u>independent work related to the field of Deaf Studies beyond the scope of regularly offered courses. May be taken to</u> <u>a maximum of 6 hours provided subtitle/topics vary. Student must have the independent study proposal form</u> <u>approved by faculty supervisor and department chair prior to enrollment.</u>

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

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.
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)*
ASL	385	Fall 2011	AS ____ JS ____ BT ____ EM ____ ED _X_ PC ____ HS	ITPR

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 9
1-3	Lecture ____ Laboratory ____ Other _1-3_	Cip Code (first two digits only) 16

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
3	1-3	S	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.	ASL 225 (C) and departmental approval
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

EASTERN KENTUCKY UNIVERSITY
Office of the Provost and Vice President for Academic Affairs
AA Form 20000
Last Updated May 2009
Independent Studies Proposal
Approved Not Approved Date
Date
Department Chair
Name: EKU ID #:
Address:
Zip Code:
City:
Phone #:
Course Prefix:
Year:
EKU Email:
Course Title:
Credit Hours:
State:
Course#:
Major:
Project Title:
Student Signature:
Faculty Supervisor:
Special Equipment/Supplies Needed:
Date
Dates of Progress Reports
Additional Pages Attached
# of additional pages
I. TO BE COMPLETED BY STUDENT:
Term:
Course Description:
Project Objectives (attach detailed outline/syllabus)
Special Note to Student: Your signature indicates a request for the Registrar's Office to register you for the approved course and credit hours.
II. TO BE COMPLETED BY FACULTY SUPERVISOR:
Proposed method(s) for student evaluation:
Faculty Supervisor Recommended Not Recommended
Original to Registrar's Office. Copies from Registrar's Office, once registration is complete, to: 1. Student 2. Faculty Supervisor 3. Student
Advisor (Students 1st major, only), 4. Dean of Graduate School (graduate students only). 5. Dean, if so requested
Registration Complete
For Registrar Office Use Only
CRN Date

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

Part I

(Check one)	Department Name	ASL & Interpreter Education
X New Course (Parts II, IV)	College	Education
Course Revision (Parts II, IV)	*Course Prefix & Number	ASL 425
Course Dropped (Part II)	*Course Title (30 characters)	Deaf Literature
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	09/23/2010	Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	10/5/10	Approved x Disapproved ____	10/21/10
General Education Committee*		Faculty Senate**	NA
Teacher Education Committee*	N/A	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 required Deaf Literature course for the new Deaf 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)

Not applicable

B. The justification for this action:

The purpose of this course is to explore culture and the lived experiences of Deaf people through their artistic expressions – which is an essential component of a Deaf Studies program.

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

Personnel Impact:

This course will be taught once a year in the Spring semester. This course will be taught in place of one of the many sections we offer of ASL 101, or 102 taken by students seeking to satisfy their Block VIII General Education requirements. The impact will be absorbed by the many other courses that are offered under the Block VIII requirement. We will also consider hiring an adjunct to teach the affected ASL101/102 class section. If more than one section of this course is required, we will potentially hire adjuncts to teach other affected offerings of ASL 101/102.

Operating Expenses Impact:

None.

Equipment/Physical Facility Needs:

None if we teach this course in place of a section of ASL 101/102.

Library Resources: None for this course—see requested Library Resources under the Curriculum Change Form for the new program.

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.)
ASL 425 Deaf Literature (3) A. <u>Prerequisite: ASL 225(C), 202(C). Cultural and literary analysis of ASL and Deaf-related literature (major works in text, cinema, and video) in contemporary society. Literary style, register, grammatical features, and linguistic expression will be explored in a cultural context.</u>

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.

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)*
ASL	425	Fall 2011	AS ___ JS ___ BT ___ EM ___ ED _X_ PC ___ HS	ITPR

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture _3_ Laboratory ____ Other ____	Cip Code (first two digits only) 16

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.	ASL 225 (C), ASL 202 (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.)

EASTERN KENTUCKY UNIVERSITY

Department of American Sign Language & Interpreter Education
ASL 425 Deaf Literature Syllabus

Nina S. Coyer   Spring,
Office: 213 Wallace   ASL 425, Section
Phone: 866-643 1829 (VRS Number)
622-4966 (to leave messages)   Wallace #
e-mail: Nina.coyer@eku.edu

A. COURSE DESCRIPTION

ASL 425 Deaf Literature (3) A. Prerequisite: ASL 225, 202. Cultural and literary analysis of ASL and Deaf-related literature (major works in text, cinema, and video) in contemporary society. Literary style, register, grammatical features, and linguistic expression will be explored in a cultural context.

B. REQUIRED TEXTBOOKS AND SUPPLEMENTAL TEXT

- *Signing the Body Poetic: Essays on American Sign Language Literature*, eds. Dirksen L. Bauman, Nelson, Jennifer L. and Rose, Heidi M., Dawn Sign Press, San Diego, CA., 2007.
- *ASL Literature: Bird of a Different Feather and For a Decent Living*, text and video, Supalla, S. and Bahan, B., Dawn Sign Press, San Diego, CA.,1994.

C. Student Learning Outcomes

Upon completion of this semester, the student will be able to:
1. Analyze and critique various forms of Deaf literature (text, cinema, video, performances)
2. Re-produce various genres of literature using appropriate elements for the genre produced (for example, ABC and handshape stories, poetry)
3. Create a piece of literature that conforms to the literary style, register, grammatical features, and linguistic expression expected within that genre of ASL or Deaf-related literature.

E. **EVALUATION METHOD**

50% creative work
50% analyzing ASL/Deaf literature work

Week 1: Introduction, What is Literature and Folklore
Week 2: Folklore: Basics and Components
Week 3: Deaf Folklore
Week 4: Literature: Comparisons between Deaf and Hearing Literature
Week 5: Media means for Deaf Literature
Week 6: Usual Themes of Deaf Literature
Week 7: Vital Building Blocks of ASL Storytelling
Week 8: ASL Rhyme
Week 9: Fiction/Novels
Week 10: Short Stories
Week 11: Drama
Week 12: Art
Week 13: ASL Poetry
Week 14: Handshape and ABC Stories
Week 15: Number Story
Week 16: Student Presentation of creative works

Make-Up Work

There is no make-up of any kind unless you have an emergency. You must request a make-up in writing to the instructor.

F. **STUDENT PROGESS**

The Gradebook feature will be used in the course Blackboard site. Please visit this area often to track your progress.

G. **ATTENDANCE POLICY and HOMEWORK POLICY**

ASLIE Department Attendance Policy
1. Four (4) absences in a MWF class or three (3) absences in a TR class will
drop a student's grade by one letter. Five (5) absences in a MWF class or
four (4) absences in a TR class will result in an F course grade.

2. Students may request consideration for absences in writing as soon as reasonably possible (preferably before the absence). An adequate and documented reason for an absences may be excused or not at the instructor's discretion. Adequate reasons include circumstances beyond the student's control, such as personal illness, critical illness or death in the immediate family, or participation in an approved University activity.

ASLIE Department Homework Policy

1. Late homework is not accepted; however, students may request consideration to submit late homework. The request must be in writing in advance or as close as reasonably possible to the assignment due date. Adequate and documented reasons may be approved or not at the instructor's discretion. Adequate reasons involve circumstances beyond the student's control, such as personal illness, critical illness or death in the immediate family, or participation in an approved University activity.

H. <u>NOTIFICATION OF LAST DAY TO DROP THE COURSE</u>

You are responsible for officially withdrawing from or dropping the class. The deadline to drop with a 'W' on your record is _____.

I. <u>DISABILITY STATEMENT</u>

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.

J. <u>ACADEMIC INTEGRITY POLICY</u>

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.

K. <u>COURSE REQUIREMENTS</u>

Attendance and Participation

- **You are responsible for officially withdrawing from or dropping the class. The deadline to drop with a 'W' on your record is _____.**

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

Part I

(Check one)	Department Name	ASL & Interpreter Education
X New Course (Parts II, IV)	College	Education
_____ Course Revision (Parts II, IV)	*Course Prefix & Number	ITP 385
_____ Course Dropped (Part II)	*Course Title (30 characters)	Independent Study
_____ 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		Graduate Council*	n/a
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	10/5/10	Approved x Disapproved	10/21/10
General Education Committee*		Faculty Senate**	NA
Teacher Education Committee*	N/A	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 independent study course for the ASL and English Interpretation program.

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

 Fall 2011

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

Not applicable

B. The justification for this action:

To provide a venue for students to develop and complete independent activities.

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

Personnel Impact:

Operating Expenses Impact:

Equipment/Physical Facility Needs:

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.)

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.

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.)

ITP 385 Independent Work Interpretation. (1-3) A. <u>Prerequisite: Departmental approval. For independent work related to the field of interpretation beyond the scope of regularly offered courses. May be taken to a maximum of 6 hours provided subtitle/topics vary. Student must have the independent study proposal form approved by faculty supervisor and department chair prior to enrollment.</u>

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.)

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)*
ITP	385	Fall 2011	AS ____ JS ____ BT ____ EM ____ ED _X_ PC ____ HS	ITPR

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 9
1-3	Lecture ____ Laboratory ____ Other 1-3	Cip Code (first two digits only) 16

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
3	1-3	P (or S)	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.	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.)

EASTERN KENTUCKY UNIVERSITY
Office of the Provost and Vice President for Academic Affairs
AA Form 20000
Last Updated May 2009
Independent Studies Proposal
Approved Not Approved Date
Date
Department Chair
Name: EKU ID #:
Address:
Zip Code:
City:
Phone #:
Course Prefix:
Year:
EKU Email:
Course Title:
Credit Hours:
State:
Course#:
Major:
Project Title:
Student Signature:
Faculty Supervisor:
Special Equipment/Supplies Needed:
Date
Dates of Progress Reports
Additional Pages Attached
# of additional pages
I. TO BE COMPLETED BY STUDENT:
Term:
Course Description:
Project Objectives (attach detailed outline/syllabus)
Special Note to Student: Your signature indicates a request for the Registrar's Office to register you for the approved course and credit hours.
II. TO BE COMPLETED BY FACULTY SUPERVISOR:
Proposed method(s) for student evaluation:
Faculty Supervisor Recommended Not Recommended
Original to Registrar's Office. Copies from Registrar's Office, once registration is complete, to: 1. Student 2. Faculty Supervisor 3. Student
Advisor (Students 1st major, only), 4. Dean of Graduate School (graduate students only). 5. Dean, if so requested
Registration Complete
For Registrar Office Use Only
CRN Date

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
X Course Revision (Parts II, IV)	*Course Prefix & Number	EDF 310
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Transition to Education
___ 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	8/26/10	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/7/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	9/28/10	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 pre-requisite

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 class is taken by transfer students who have completed an equivalent course to EDF 203. This class adds components of EDF 203 specific to EKU (e.g., portfolio development). Currently, transfer students are able to enroll in this class without meeting the same pre-requisites as those required for EDF 203. This action will add the test score requirement as a pre-requisite for enrolling in EDF 310. Once students complete EDF 310 and other admission requirements, they will be admitted to the Teacher Education Program.

C. The projected cost (or savings) of this proposal is as follows: None

Personnel Impact none

Operating Expenses Impact: None

Equipment/Physical Facility Needs: Using existing resources

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.)

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.)

EDF 310 Transition to Education. (1-3) I, II. <u>Prerequisite: score accepted by the Kentucky Education Professional Standards Board on one of the approved tests: ACT, PPST, SAT, GRE.</u> Transition to professional education at EKU. Required of students who have an equivalent transfer course for EDF 203 .

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.)

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)*
EDF	310	Fall 2011	AS ___ JS ___ BT ___ EM ___ ED X PC ___ HS	CURI

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

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR ___ JR ___ SO ___ SR ___
		Grading Information: Course is eligible for IP (in-progress grading) for: 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.	Prerequisite: score accepted by the Kentucky Education Professional Standards Board on one of the approved tests: ACT, PPST, SAT, GRE.
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. (Prerequisites)	
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.)

College of Business and Technology
Office of the Associate Dean

214 Business & Technology Center
521 Lancaster Avenue
Richmond, Kentucky 40475-3102
(859) 622-1574 FAX: (859) 622-1413
Ed.Davis@eku.edu • www.cbt.eku.edu

TO: Council on Academic Affairs

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

DATE: September 27, 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 October 21, 2010:

Department of Applied Engineering & Technology (AE&T)

1. New Course(s)

Course	Proposal	Pages
CON 827, New Construction Entity	Add New Construction Entity as a degree specific course to the Construction Management Option in the Applied Engineering and Technology Management Master Degree program with syllabus.	AE&T 1 -7
CON 828, LEED Principles and Procedures	Add LEED Principles and Procedures as a degree specific course to the Construction Management Option in the Applied Engineering and Technology Management Master Degree program with syllabus.	AE&T 8-14
CON 829, Construction Portfolio Management	Add Portfolio Management as a degree specific course to the Construction Management Option in the Applied Engineering and Technology Management Master Degree program with syllabus.	AE&T 15-21

2. Program Revision(s)

Course	Proposal	Pages
Applied Engineering & Technology Management (M.S.)—Construction Management Option	Reconfigure Master Degree to allow options. Add Construction Management as an option to the existing Applied Engineering and Technology Management Master Degree program.	AE&T 22-23

Department of Accounting, Finance & Information Systems (AFIS):

1. Course Revision(s)

Course	Proposal	Pages
Multiple Drops: FIN 350, 401, 405, 455 & QMB 300	Courses have not been taught in a long period of time and need to be eliminated from the undergraduate catalog.	AFIS 1
FIN 410, Financial Analysis and Valuation	Change the pre-requisites for FIN 410 by dropping ECO 320.	AFIS 2-4
FIN 420, Investment and Portfolio Theory	Change the pre-requisites for FIN 420 by dropping QMB 300.	AFIS 5-7
FIN 424, Derivatives Valuation and Accounting	Change the pre-requisites for FIN 424 by dropping QMB 300.	AFIS 8-10

Department of Communications (COMM):

1. Program Revision(s)

Program	Revision	Page
Broadcasting & Electronic Media B.A.	Modify the Broadcasting & Electronic Media major by waiving both Block II (SBS) and (AH) – 6 hours and increasing free electives by 6 hours. Both COM 200 and BEM 3350 or 351 are required in the major. Change College Requirement Title to "College to Careers Seminar."	COMM 1-2
Minor in Broadcast News	Correct Minor in Broadcast News. It is currently incorrect and has the wrong number of course credit hours.	COMM 3-4

EKUBusiness (AFIS & MMAC):

1. New Program(s)

Program/Concentration	Proposal	Pages
AGS Concentration in Pre-Business	Establish a Concentration in Pre-Business for the Associate of General Studies degree program.	EKUBusiness 1-2

Department of Management, Marketing & Administrative Communication (MMAC)

1. New Program(s)

Program	Proposal	Pages
AGS Concentration in Office Systems & Technologies	Establish a Concentration in Office Systems & Technologies for the Associate of General Studies degree program.	MMAC 1-2

2. Program Revision(s)

Program	Proposal	Pages
Minor in Managerial Communication	Curriculum completely overhauled in 2002. Correct catalog by changing CCT 450 to 550.	MMAC 3-4

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 & Technology**	
X	New Course (Parts II, IV)	College	**Business and Technology**	
	Course Revision (Parts II, IV)	*Course Prefix & Number	**CON 827**	
	Hybrid Course ("S," "W")	*Course Title (30 characters)	**New Construction Entity**	
	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	8/20/2010	Graduate Council*	9/24/2010
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved x Disapproved	10/21/10
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 CON 827.

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

Spring 2011

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

NA

B. The justification for this action:

As part of the degree specific section of the Masters Degree in Applied Engineering with an option of Construction Management there is a need to offer three courses that are construction management specific. One of these courses is New Construction Entity, which is an understanding of the processes faced by a New Construction Entity.

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.
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>CON 827 New Construction Entity (3) A. Prerequisites: AEM 801 and TEC 830. A study focused on establishing a new construction entity, which includes: selecting company type, establishing professional relationships, fulfilling federal/state mandates, developing a marketing plan and establishing a risk mitigation strategy.</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	827	Spring 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AE&T

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. NA
3	Lecture _3_ Laboratory ___ Other ___	15 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%)	Normal	FR ___ JR ___
B	3 (20%)	Normal	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.	AEM 801 and TEC 830
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

Scott A. Arias, PMP   Bryan Dyer, PE, PhD
Whalin 323, hours as posted   Whalin 323, hours as posted
(859) 622-1194   (859) 622-1196
scott.arias@eku.edu   bryan.dyer@eku.edu

Catalog Course Description:

A study focused on establishing a new construction entity, which includes: selecting company type, establishing professional relationships, fulfilling federal/state mandates, developing a marketing plan and establishing a risk mitigation strategy.

Pre-requisites: AEM 801: Economics for Lean Operations
                 TEC 830: Creative Problem Solving

Textbook:

Construction Business Management, John Schaufelberger, 1st Edition, Prentice Hall, 2008
    ISBN: 0130907863

Software: Consensus Docs Software

Materials:

You are required to have your textbook and an electronic storage device available during scheduled class periods.

Student Learning Outcomes:

To create a learning environment whereby a student becomes able to:
A.   Identify the requirements for opening a new construction entity (using a course project).
B.   Identify successful operation and growth of a construction entity using multiple case studies.
C.   Using a course project, allocate entity resources for optimum usage, using common metrics.
D.   Control construction costs by applying proper cost control techniques and procurement practices using an end of course project.
E.   Manage project budgets and make entity-wide budgetary projections (using a course project).
F.   Identify the need for documentation relative to productivity, quality and safety, using multiple case studies taken from regional and national organizations.
G.   Recognize budget over/under-runs and their significance on a construction entity using a course project and multiple case studies.
H.   Make forecasts for monthly progress estimates for work-in-place (WIP) and billing estimates (using a course project).
I.   Align bidding strategy with short and long-term strategic business plan for the course project.

AE&T 4

Evaluation Methods: (approximate weight)

	90 to 100 = A
	80 to 89 = B
Assignments/Labs.....................40%	70 to 79 = C
Exams……...............................60%	60 to 69 = D
100%	Below 60 = F

Student Progress:

Students will be informed if they are failing to make sufficient progress (A, B, or C) prior to the last day that they may withdraw from the course. (No make ups without a written excuse)

Attendance Policy:

Students are expected to attend all class sessions in order to derive full benefit from instruction. Students who elect to absent themselves from a class session warrant a failing grade for performance opportunities missed during that session. They also forfeit any claims on making up laboratory work, discussions, or lectures, for the class sessions they failed to attend. Students anticipating an absence should confer in advance with the instructor concerning the consequences of the absence. 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:

March 18, 2011

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 be strictly enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku . Questions regarding the policy may be directed to the Office of Academic Integrity.

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. Students are required to check their email daily.

Course Requirement:

There will be one class sessions per week for lecture and discussion. Attendance is important, but is not considered part of the final grade. Occasionally, in-class assignments will be given and credit for said assignments can only be acquired by being present. Homework will be assigned on a regular basis. Maximum credit for late work is 50% within 1 week of assignment due date, after which no credit is authorized for any assignment. Working together on homework is permissible; copying is not. Each exam will cover approximately one-third of the course material will be practical in nature. The last exam will be given during the final exam period. A personal computer will be used for project scheduling and each student must have a storage device for saving computerized schedules.

Class Hours:

Online, 6:00pm to 9:00pm Monday

		CON 827 - New Construction Entity			
Date	#	Lecture Topic	Reading	Assignment	Points
	1.	Introduction & Course Admin	Chapter 1	-	-
	2.	Construction Plan	Chapter 2	-	-
	3.	Establishing Professional Relationships	Chapter 3	-	-
	4.	Establishing Professional Relationships	Chapter 4	-	-
	5.	Quest Development	Chapter 5	**Assignment 1**	**(50)**
	6.	Teaming Agreements	-	-	-
	7.	Corporate Structure	-	-	-
	8.	Marketing	-	-	-
	9.	Fee Computation	-	**Assignment 2**	**(50)**
	10.	*Exam 1 - Midterm*	-	-	**(200)**
	11.	Types of Contracts	Chapter 6	-	-
	12.	Project Management	-	-	-
	13.	Tracking Costs	-	-	-
	14.	Construction Management & Benchmarking Part I	-	-	-
	15.	Construction Management & Benchmarking Part II	-	**Assignment 3**	**(50)**
	16.	Construction Management & Benchmarking Part III	-	-	-
	17.	Construction Management & Benchmarking Part IV	Chapter 8	-	-
	18.	Construction Management & Benchmarking Part V	-	**Assignment 4**	**(50)**
	19.	Construction Management & Benchmarking Part VI	-	-	
	20.	*Exam 2*	-	-	**(200)**
	21.	Information Technology	Chapter 7	-	
	22.	Human Resources	-	-	-
	23.	Quality Assurance	-	**Assignment 5**	**(50)**
	24.	Training	-	-	
	25.	Construction Mergers and Acquisitions	-	-	
	26.	HDR / Quest	-	-	
	27.	HDR Overview	-	-	
	28.	Keys to Success - People	-	**Assignment 6**	**(150)**
	29.	Keys to Success – Resources	-	-	
	30.	Keys to Success - Intangibles	-	-	
	31.	*Exam 3 - Final Exam*	-	-	**(200)**

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 & Technology**
X New Course (Parts II, IV)	College	**Business and Technology**
Course Revision (Parts II, IV)	*Course Prefix & Number	**CON 828**
Hybrid Course ("S," "W")	*Course Title (30 characters)	**LEED Principles and Procedures**
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	8/20/2010	Graduate Council*	9/24/2010
Is this a SACS Substantive Change? **Yes****□ No X**		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved X Disapproved	10/21/10
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 CON 828.

A. 2. Effective date:

Spring 2011

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

NA

B. The justification for this action:

As part of the degree specific section of the Masters Degree in Applied Engineering with an option of Construction Management, there is a need to offer three courses that are construction management specific. One of these courses is Leadership in Energy and Environmental Design (LEED) which is an understanding of management of multiple projects from an organizational perspective.

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 8

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>**CON 828 LEED Principles and Procedures(3) A.** Prerequisite: Departmental Approval. A study focused on understanding of the requirements and procedures for obtaining Leadership in Energy and Environmental Design (LEED) professional accreditation.</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	828	Spring 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AE&T

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. NA
3	Lecture _3_ Laboratory _____ Other _____	15 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	Normal	FR _____ JR _____
B	3	Normal	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.	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)			

AE&T 10

Eastern Kentucky University
Department of Applied Engineering & Technology
CON 828, LEED Principle and Procedures, CRN_____
3 semester hours

Bryan Dyer P.E., Ph.D., LEED AP, LSIT
Whalin 325, hours as posted or by appointment
(270)791-7096
bryan.dyer@eku.edu

Catalog Course Description:

A study focused on understanding of the requirements and procedures for obtaining Leadership in Energy and Environmental Design (LEED) professional accreditation .

Pre-requisites: Department Approval

Textbook:

Book: *LEED Reference Guide for Green Building Design and Construction,* U.S. Green Building Council (USGBC), 2009.

Materials:

You are required to have your textbook and an electronic storage device available during scheduled class periods.

Student Learning Outcomes:

To create a learning environment whereby a student becomes able to:

A. Identify each type of LEED professional accreditation.
B. Determine what is required by LEED in the form of continuing education.
C. Identify the different types of LEED building certification.
D. Recognize the different levels of LEED building certification.
E. Identify the credits obtained for building certification, using a sample project.
F. Recognize the requirements of the LEED submittal process.
G. Identify strengths of real-world examples of accredited LEED projects across the country.

Evaluation Methods: (approximate weight)

	90 to 100 = A
	80 to 89 = B
Assignments.............................40%	70 to 79 = C
Exams……...............................<u>60%</u>	60 to 69 = D
100%	Below 60 = F

AE&T 11

Student Progress:

Students will be informed if they are failing to make sufficient progress (A, B, or C) prior to the last day that they may withdraw from the course. (No make ups without a written excuse)

Attendance Policy:

Students are expected to attend all class sessions in order to derive full benefit from instruction. Students who elect to absent themselves from a class session warrant a failing grade for performance opportunities missed during that session. They also forfeit any claims on making up laboratory work, discussions, or lectures, for the class sessions they failed to attend. Students anticipating an absence should confer in advance with the instructor concerning the consequences of the absence. 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:

March 18, 2011

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 be strictly enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku . Questions regarding the policy may be directed to the Office of Academic Integrity.

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. Students are required to check their email daily.

Course Requirement:

There will be one class session per week for lecture and discussion. Attendance is important, but is not considered part of the final grade. Occasionally, in-class assignments will be given and credit for said assignments can only be acquired by being present. Homework will be assigned on a regular basis. Maximum credit for late work is 50% within 1 week of assignment due date, after that point no credit is authorized for any assignment. Working together on homework is permissible; copying is not. Each exam will cover approximately one-third of the course material and is practical in nature. The last exam will be given during the final exam period. A personal computer will be used for project scheduling and each student must have a storage device for saving computerized schedules.

Class Hours:

Online: Tuesday 5:00 p.m. – 8:00 p.m.

CON 828 - LEED

Date	#	Lecture Topic	Reading	Assignment	Points
	1.	Introduction & Course Admin		-	-
	2.	Overview of the LEED Process		-	-
	3.	Requirements for Professional Accreditation		**Assignment 1**	**(75)**
	4.	Define levels Professional accreditation and the requirements for each.		-	-
	5.	Comprehension of the areas of focus areas for each area accreditation			
	6.	Materials available for areas outside your area of expertise	-	-	-
	7.	*Exam 1 - Midterm*	-	-	**(200)**
	8.	Levels of building certification (certified, silver, gold, and platinum)	-	-	-
	9.	LEED Rating System (New Construction, Existing Buildings)	-		
	10.	LEED Rating System (Commercial Interior, Core & Shell)			
	11.	LEED Rating System (Schools, Retail and Healthcare)		-	-
	12.	LEED Rating System (Homes, Neighborhood Development)	-	**Assignment 2**	**(75)**
	13.	Procedures for submitting a project/Cost	-	-	-
	14.	Credit Information Request(CIR) submittals	-	-	-
	15.	*Exam 2*	-	-	**(200)**
	16.	Sustainable Sites	-	-	-
	17.	Sustainable Sites		-	-
	18.	Water Efficiency	-		
	19.	Water Efficiency	-	**Assignment 3**	**(75)**
	20.	Energy & Atmosphere			
	21.	Energy & Atmosphere		-	
	22.	Energy & Atmosphere	-	-	-
	23.	Materials &Resources	-		
	24.	Materials &Resources	-	**Assignment 4**	**(75)**
	25.	Indoor Environmental Quality	-	-	
	26.	Indoor Environmental Quality	-	-	
	27.	Indoor Environmental Quality	-	-	
	28.	Innovation and Design Process	-	**Assignment 5**	**(100)**
	29.	LEED Online	-	-	
	30.	Review	-	-	
	31.	*Exam 3 - Final Exam*	-	-	**(200)**

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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 & Technology**
X	New Course (Parts II, IV)	College	**Business and Technology**
	Course Revision (Parts II, IV)	*Course Prefix & Number	**CON 829**
	Hybrid Course ("S," "W")	*Course Title (30 characters)	**Construction Portfolio Mgmt.**
	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	8/20/2010	Graduate Council*	9/24/2010
Is this a SACS Substantive Change? **Yes****☐ No X**		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved x Disapproved	10/21/10
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 a new course, CON 829.

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

Spring 2011

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

NA

B. The justification for this action:

As part of the degree specific section of the Masters Degree in Applied Engineering with an option of Construction Management there is a need to offer three courses that are construction management specific. One of these courses is Portfolio Management which is an understanding of management of multiple projects from an organizational perspective.

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

Personnel Impact:

None

Operating Expenses Impact: None.

None

Equipment/Physical Facility Needs: No additional requirements.

None

Library Resources: No additional requirements.

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.)

<u>**CON 829 Construction Portfolio Management (3) A.** Prerequisites: AEM 801 and 804. A study for seasoned project managers responsible for complex projects and/or portfolios of construction projects. From charrette to managing project execution, enterprise-wide project management principles will be examined.</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	829	Spring 2011	AS ___ JS ___ BT _X_ EM ___ ED ___ PC ___ HS ___	AE&T

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. NA
3	Lecture _X_ Laboratory _____ Other _____	15 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	Normal	FR _____ JR _____
B	3	Normal	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.	AEM 801 and 804
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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Eastern Kentucky University
Department of Applied Engineering & Technology
CON 829, Construction Portfolio Management, CRN_____
3 semester hours

Scott A. Arias, PMP
Whalin 323, hours as posted or by appointment
(859) 622-1194
scott.arias@eku.edu

Catalog Course Description:

A study for seasoned project managers responsible for complex projects and/or portfolios of construction projects. From charrette to managing project execution, enterprise-wide project management principles will be examined.

Pre-requisites: AEM 801: Economics for Lean Operations
                 AEM 804: Project Management

Textbook:

Book: *Construction Management JumpStart,* Barbara Jackson; Wiley Publishing 2004.

Software: Microsoft Project (MP) Student Copy, Primavera Project Management Module

Materials:

You are required to have your textbook and an electronic storage device available during scheduled class periods.

Student Learning Outcomes:

To create a learning environment whereby a student becomes able to:

A. Manage the daily operations of a construction project portfolio using an end-of-course project.
B. Establish an operational structure to productively execute work using case studies.
C. Plan project portfolio requirements and management within an end-of-course project.
D. Manage production from both a project management and a site management perspective within the context of an end-of-course project.
E. Monitor portfolio management with clear and quantifiable metrics using a course assignment.
F. Manage portfolio resources for optimum usage, allocation and cost using a course assignment.
G. Prepare and review monthly progress estimates for course project portfolio billing.
H. Assemble an end-of-course project budget and make enterprise-wide cash flow projections.
I. Analyze portfolio productivity to identify issues and corrective actions necessary within a sample course project portfolio.

Evaluation Methods: (approximate weight)

	90 to 100 = A
	80 to 89 = B
Assignments/Labs.....................40%	70 to 79 = C
Exams……...............................60%	60 to 69 = D
100%	Below 60 = F

Student Progress:

Students will be informed if they are failing to make sufficient progress (A, B, or C) prior to the last day that they may withdraw from the course. (No make ups without a written excuse)

Attendance Policy:

Students are expected to attend all class sessions in order to derive full benefit from instruction. Students who elect to absent themselves from a class session warrant a failing grade for performance opportunities missed during that session. They also forfeit any claims on making up laboratory work, discussions, or lectures, for the class sessions they failed to attend. Students anticipating an absence should confer in advance with the instructor concerning the consequences of the absence. 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:

March 18, 2011

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 be strictly enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku . Questions regarding the policy may be directed to the Office of Academic Integrity.

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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. Students are required to check their email daily.

Course Requirement:

There will be one class sessions per week for lecture and discussion. Attendance is important, but is not considered part of the final grade. Occasionally, in-class assignments will be given and credit for said assignments can only be acquired by being present. Homework will be assigned on a regular basis. Maximum credit for late work is 50% within 1 week of assignment due date, after which no credit is authorized for any assignment. Working together on homework is permissible; copying is not. Each exam will cover approximately one-third of the course material and will be practical in nature. The last exam will be given during the final exam period. A personal computer will be used for project scheduling and each student must have a USB drive for saving computerized schedules.

Final Project Presentation (Assignment #6) is a requirement to pass this course.

Class Hours:

Online, 6:00pm to 9:00pm Tuesday

CON 829 - Portfolio Management					
Date	#	Lecture Topic	Reading	Assignment	Points
	1.	Introduction & Course Admin	Chapter 1	-	-
	2.	Construction Management Overview Part I	Chapter 2	-	-
	3.	Construction Management Overview Part II	Chapter 3	-	-
	4.	Strategic Focus	Chapter 4	-	-
	5.	Bidding Process Part I	Chapter 5	**Assignment 1**	**(50)**
	6.	Bidding Process Part II	-	-	-
	7.	Estimating Part I	-	-	-
	8.	Estimating Part I	-	**Assignment 2**	**(50)**
	9.	*Exam 1 - Midterm*	-	-	**(200)**
	10.	Jobsite reporting Part I			
	11.	Jobsite reporting Part II	Chapter 6	-	-
	12.	Scheduling Part I	-	-	-
	13.	Scheduling Part II	-	-	-
	14.	Scheduling Part III	-	-	-
	15.	Project Reporting Part I	-	**Assignment 3**	**(50)**
	16.	Project Reporting Part II	-	-	-
	17.	Project Portfolio Reporting Part I	Chapter 8	-	-
	18.	Project Portfolio Reporting Part I	-	**Assignment 4**	**(50)**
	19.	*Exam 2*	-	-	**(200)**
	20.	Jobsite Management Part I	Chapter 7	-	
	21.	Jobsite Management Part II			
	22.	Material Management Part I	-	-	-
	23.	Equipment Management Part I	-	**Assignment 5**	**(50)**
	24.	Project Execution Part I	-	-	
	25.	Project Execution Part II	-	-	
	26.	Project Monitoring	-	-	
	27.	Environmental Control	-	-	
	28.	Safety Management	-	**Assignment 6**	**(150)**
	29.	Quality Assurance / Control	-	-	
	30.	Project Close-out	-	-	
	31.	*Exam 3 - Final Exam*	-	-	**(200)**
*All Assignments are due by 12:00 am the date indicated on course outline.					

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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 &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	**Applied Engineering & Technology Management (M.S.) – Construction Management Option**
_____ New Program (Part III)		(Major _____, 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	8/20/2010	Graduate Council*	9/24/2010
Is this a SACS Substantive Change? **Yes****** **No X**		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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.)

Reconfigure Master Degree to allow options. Add Construction Management as an option to the existing Applied Engineering and Technology Management Master 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: A need exists for this Masters program in construction management, based on student input and industry needs. After talking with several colleagues from different universities currently offering a Construction Management Masters, the average acceptance rate is 20%. This CM Option will meet a need that is currently not being fulfilled in our region or across the nation. Students seeking a Masters in Construction Management must go to Purdue or Indiana State University in order to attain this degree in our region. At both these Universities admission averages around 20% of the applications submitted each semester because of space limitation and restrictions on faculty and staff. In an effort to increase the size of our program and fulfill a need that exists, this option needs to be added to the Applied Engineering and Technology Management Master Degree.

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

Personnel Impact:

None

Operating Expenses Impact: None.

None

Equipment/Physical Facility Needs:

None

Library Resources

None

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

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

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

MASTER OF SCIENCE

Applied Engineering and Technology Management
CIP Code: 15.1501
Dr. Dennis Field, Graduate Coordinator/Advisor

I. GENERAL INFORMATION

The Master of Science Degree in Applied Engineering and Technology Management has been planned for those individuals who are interested in careers in industrial, technical or construction management. Courses in the program have been designed to cause students to examine principles, concepts, attitudes, and methods for dealing with many of the challenges that confront business and industry now and in the future. The program will be of value to those who are currently employed in technical fields in business or industry and have professional growth aspirations. It will also be of value to those who have recently completed undergraduate study and want more preparation before embarking upon their career. Upon completion of a degree in Applied Engineering and Technology Management graduates will be able to: 1) plan, implement, and analyze technical projects; 2) demonstrate ability to formulate and apply advanced technical problem solving and managerial concepts; and 3) accurately synthesize their total program experience.

II. ADMISSION REQUIREMENTS

Applicants are expected to present proper prerequisite preparation or technical management experience. They should have an understanding of materials and processes, the principles of production control, and the economics of industry; computer literacy; the ability to communicate graphically; and the ability to apply statistics to the solution of industrial problems. Applicants must complete either the Graduate Record Examination (GRE) General Test, or the Graduate Management Admissions Test, regardless of undergraduate grade point average. As part of the admission decision, a GAP score is calculated. When the GRE has been taken, the GAP score is obtained by summing the GRE verbal and quantitative scores and then multiplying that sum by the undergraduate grade point average as listed on the candidate's transcript. The minimum expected GAP score for the program based on the GRE is 2200. When the GMAT has been taken, the GAP score is obtained by multiplying the GMAT score by the undergraduate grade point average as listed on the candidate's transcript. The minimum expected GAP score for the program based on the GMAT is 1155. Attributes of the applicant related to managerial and technical promise and other life experiences may be considered by the department Graduate Studies Committee. **International Students** — Applications from international students are encouraged. Refer to the University admission guidelines for admitting international students. Students must also meet the general requirements of the Graduate School.

III. PROGRAM REQUIREMENTS

Individual plans of study will include work from <u>four</u> ~~three~~ areas:
Major <u>Core </u>Courses ....9 hours
AEM ~~706,~~ 801, ~~802,~~ 804, ~~805,~~ and TEC 830.
<u>Construction Management Option Core Courses:..9 hours</u>
<u>CON 827, 828, and 829.</u>
<u>Applied Engineering and Technology Management Option Core Courses ....9 hours</u>
<u>AEM 706, 802, and 805.</u>
Supporting Courses ....6 hours
Selected from ACC 820, CIS 826, FIN 851, GBU 850, MGT 821, MKT 825, QMB 850, STA 700 and other courses by advisement.
Synthesis Experience ....6 hours
AEM 820 and 821, or AEM 822.
Total ....30 hours

IV. EXIT REQUIREMENTS

Comprehensive Examinations – The candidate will have an opportunity to show professional growth through a formal presentation of the required synthesis experience and an oral examination covering the various program components during the term in which graduation is scheduled.

Curriculum Change Form
Course Drop

Department Name	Accounting, Finance & Information Systems
College	College of Business & Technology

Proposal Approved by:	Date		Date
Departmental Committee:	9/3/2010	Graduate Council*	N/A
College Curriculum Committee:	9/17/2010	Council on Academic Affairs	10/21/10
General Education Committee*:	N/A	Approved _X_ Disapproved ___	
Teacher Education Committee*	N/A		

*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)

The courses below have not been taught in a long period of time and need to be eliminated from the undergraduate catalog.

List all courses to be dropped

Prefix	Number	Title	Comments:
FIN	350	Intermediate Finance	
FIN	401	Advanced Managerial Finance	
FIN	405	Advanced Financial Institutions	
FIN	455	Global Financial Management	Also found on page 62 of the *2010-2011 Undergraduate Catalog* under International Programs' Minor's Electives
QMB	300	Business Statistics II	Also found on page 230 of the 2010-2011 Undergraduate Catalog under Course Descriptions for STA 320 & STA 500 in last sentences.

AFIS 1

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

Part I

(Check one)	Department Name	Accounting, Finance & Information Systems
___ New Course (Parts II, IV)	College	Business & Technology
x Course Revision (Parts II, IV)	*Course Prefix & Number	FIN 410
___ Course Dropped (Part II)	*Course Title (30 characters)	Financial Analysis and Valuation
___ 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	9/3/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved x Disapproved ___	10/21/10
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 pre-requisites for FIN 410 by dropping ECO 320.

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

Spring 2011

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

NA

B. The justification for this action:

ECO 320 is no longer a supporting 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

AFIS 2

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.

<table>
<tr><td align="center">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.)

FIN 410 Financial Analysis and Valuation. (3) A.

Prerequisites: CCT 300W~~,~~ <u>and</u> FIN 300~~, and ECO 320~~ with "C" or better; or ACC 302 with "B" or better and departmental approval. Exploration of discounted residual earnings as basis for valuation; sources of value creation; methods of forecasting future financial statements. Students are required to produce analyst report for a public company.</td></tr>
</table>

AFIS 3

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)*
FIN	410	Spring 2011	AS ___ JS ___ BT _x_ EM ___ ED ___ PC ___ HS ___	AFIS

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
		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: CCT 300W, and FIN 300, and ECO 320 with "C" or better; or ACC 302 with "B" or better and departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

AFIS 4

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

Part I

(Check one)	Department Name	Accounting, Finance & Information Systems
___ New Course (Parts II, IV)	College	Business & Technology
x Course Revision (Parts II, IV)	*Course Prefix & Number	FIN 420
___ Course Dropped (Part II)	*Course Title (30 characters)	Investment and Portfolio Theory
___ 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	9/3/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved x Disapproved ___	10/21/10
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 pre-requisites for FIN 420 by dropping QMB 300.

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

SPRING 2011

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

NA

B. The justification for this action:

QMB 300 has not been a supporting course for two years now.

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

AFIS 5

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.)

FIN 420 Investment and Portfolio Theory. (3) II.

Prerequisites: FIN 301,324~~, QMB 300~~ with a "C" or better. Investment analysis including efficient market theory and empirical investigations, security valuation, risk free borrowing and lending; portfolio selection and performance evaluation are examined. Also included are derivatives' valuation and their role in a diversified portfolio.

AFIS 6

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)*
FIN	420	SPRING 2011	AS ____ JS ____ BT x EM ____ ED ____ PC ____ HS ____	AFIS

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.	Prerequisites: FIN 301,324, ~~QMB 300~~ with a "C" or better.
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)			

AFIS 7

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

Part I

(Check one)	Department Name	Accounting, Finance & Information Systems
New Course (Parts II, IV)	College	Business & Technology
x Course Revision (Parts II, IV)	*Course Prefix & Number	FIN 424
Course Dropped (Part II)	*Course Title (30 characters)	Derivatives Valuation and Accounting
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	9/3/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved x Disapproved ___	10/21/10
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 pre-requisites for FIN 424 by dropping QMB 300.

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

SPRING 2011

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

NA

B. The justification for this action:

QMB 300 has not been a supporting course for two years now.

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.)

FIN 424 Derivatives Valuation and Accounting. (3) A.

Prerequisites: FIN 301 ~~and QMB 300~~ with a "C" or better, or ACC 302 with "B" or better and departmental approval. General valuation principles for derivatives, numerical methods of derivative valuation, regulations covering executive stock options, accounting of derivatives. Also covered are special purpose vehicles.

AFIS 9

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)*
FIN	424	SPRING 2011	AS ___ JS ___ BT _x_ EM ___ ED ___ PC ___ HS ___	AFIS

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.	Prerequisites: FIN 301 ~~and QMB 300~~ with a "C" or better, or ACC 302 with "B" or better and departmental approval.
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

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

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

AFIS 10

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
___ 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	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved X Disapproved ____	10/21/10
General Education Committee*	10/21/10	Faculty Senate**	11/1/10
Teacher Education Committee*	N/A	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.)

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 is required in the major and will be listed as a supporting course. Eliminate the statement "Professional Skills Seminar" from College Requirements.

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

~~Spring 2011~~   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.

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 1

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>32-34</u> **hours**

Major Requirements ....~~40-42~~ <u>37-39</u> **hours**

 Broadcasting & Electronic Media Core ....~~19~~ <u>16</u> **hours**
 BEM 240, 295 (4), 300, 370 (4) or 395 (4), 343 (1) or 349 (1) or 398 (1),
 491 (1), ~~COM 200.~~

 Options ....**21-23 hours**

 General: ……………………………..…..**22 hours**
 BEM 425, 495 (4) and 3 hours selected from
 BEM 375 or 301, COM 325, 330, or 353,
 9 hours selected from BEM 375, 395, 401,
 402, COM 201, 300, 301, 320I, 325, 330,
 353, 405, 415, 420, 425, 430, 445, 471, JOU
 325, JOU or PUB 320, 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 (3), 370 (4),
 425 (3), 495 (4), 352 (3).

<u>**Supporting Course Requirement** …………………………………………………… **3 hours**</u>
 <u>COM 200</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	Minor in Broadcast News
___ 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	04/02/2010	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved x Disapproved ___	10/21/10
General Education Committee*	N/A	Faculty Senate**	11/1/10
Teacher Education Committee*	N/A	Board of Regents**	1/26/11
		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.)

Correct Minor in Broadcast News. It is currently incorrect and has the wrong number of course credit hours.

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:

Minor in Broadcast News is currently incorrect as it appears in the catalog.

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 3

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 Broadcast News
(pg. 112, 2010-2011 *Undergraduate Catalog*)

Requirements ....22 hours
Courses required for a minor in broadcast news are BEM
240, 295 (4), <u>301</u>, 401; COM 405 and six hours from BEM 300,
~~301~~, 343 <u>(1-3),</u> 395 (4), ~~398~~, 402; <u>or</u> COM 415, ~~430~~. Courses
counted toward the major may not be counted toward the
minor in broadcast news. Substitute courses will be selected
by the student and the departmental advisor.

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

Part I

(Check one)	Department Name	MMAC-AFIS
New Course (Parts II, IV)	College	Business & Technology
Course Revision (Parts II, IV)	*Course Prefix & Number	
Course Dropped (Part II)	*Course Title (30 characters)	
X New Program (Part III)	*Program Title	AGS Concentration in Pre-Business
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	8/19/2010—9/9/2010	Graduate Council* NA	
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee 9/17/2010		Approved x Disapproved ____	10/21/10
General Education Committee* NA		Faculty Senate**	11/1/10
Teacher Education Committee* NA		Board of Regents**	1/26/11
		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.)

Establish a Concentration in Pre Business 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:

To maximize the Associate General Studies Degree opportunities for students to pursue a Pre-Business major while completing the Associate General Studies Degree. This Associate Degree General Studies with a Pre-Business major concentration will help students make a seamless transition to a BBA degree.

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

Personnel Impact:

Operating Expenses Impact:

Equipment/Physical Facility Needs:

Library Resources: Resources are currently available so no new resources will be required.

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.)

Associate Degrees
GENERAL STUDIES (A.G.S.)
CIP Code: 24.0102 (Page 64-65 in 2010-2011 EKU Undergraduate Catalog)

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 inimum 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>Pre-Business Concentration………………………………………...12 hours</u>

<u>Course Requirements…………………………12 hours</u>
<u>ACC 201, ACC 202, GBU 204, and CIS 212 or QMB 200.</u>
<u>A minimum grade of "C" is required of all courses counted toward the concentration.</u>

EKUBusiness 2

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	
___ Course Dropped (Part II)	*Course Title (30 characters)	
X New Program (Part III)	*Program Title	AGS Concentration in Office Systems & Technologies
___ 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	8/19/2010—9/3/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved _x_ Disapproved ___	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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.)

Establish a Concentration in Office Systems & Technologies 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:

To maximize the Associate Degree General Studies opportunities for students to pursue an Office Systems and Technologies major while completing the Associate Degree General Studies.

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

Personnel Impact:

Operating Expenses Impact:

Equipment/Physical Facility Needs:

Library Resources: Resources are currently available so no new resources will be required.

None

MMAC 1

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 in 2010-2011 EKU Undergraduate Catalog)

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 inimum 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:

Office Systems and Technologies Concentration…………………………………………………...12 hours

Course Requirements…………………………12 hours
CCT 101, CCT 200, CCT 201, CCT 302
A minimum grade of "C" is required of all courses counted toward the concentration.

MMAC 2

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

Part I

(Check one)	Department Name	Management, Marketing and Administrative 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	Minor in Managerial Communication
___ 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	9/3/2010	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes**** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	9/17/2010	Approved ___ Disapproved ___	Editorial
General Education Committee*	N/A	Faculty Senate**	
Teacher Education Committee*	N/A	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.)

Correct catalog by changing CCT 450 to 550 in the program requirements.

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:

Previously changed CCT 450 course to 500 level so that a corresponding graduate course could be offered simultaneously (CCT 750, Integrated Corporate Communication).

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

MMAC 3

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.

Minor in Managerial Communication
(for business majors only)

T he managerial communication minor is offered for business (BBA) majors who want to increase their communication effectiveness in their major field of study. The minor is designed to provide training in interpersonal communication, oral and written presentations, research and reporting, and production of other business publications/communications. These skills are transferable to any profession and are crucial in tasks such as communicating organizational change, establishing and implementing goals, communicating internally, relating to employees, dealing with the public, and addressing the media. The managerial communication minor consists of the following courses (18 hours) with 50 percent (nine hours) taken in residence at EKU:

Required Courses…...**18 hours**
CCT 201 or 300W (whichever has not been completed as part of the business core); CCT 200, 250,302, ~~450,~~ <u>550</u> and PUB 375. Courses taken toward a major may not be counted toward the minor in managerial communication. Substitute courses must be approved by the department chair.

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: **October 7, 2010**

SUBJECT: Agenda items for 10-21-2010 Council on Academic Affairs Meeting

    The College of Arts and Sciences submits the following agenda items for consideration at the October 21, 2010 meeting of the Council on Academic Affairs.

Agenda

<u>Department of Biological Sciences</u>
New Course
BIO 101 (Essentials of Biology) - Add a new Online course to fulfill General Education Block IV (a)

Department of English and Theatre
New Program
AGS Concentration in English- Establish a Concentration in English for the Associate of General Studies degree program.

Department of Foreign Languages & Humanities
New Course
SPA 321S (Spanish for Social Services) - Add an "S" designated service learning course to the Spanish curriculum.

Department of Geography & Geology
New Program
AGS Concentration Geography
AGS Concentration Geology
AGS Concentration Geographic Information Systems

Department of Mathematics & Statistics
Program Revision
Minor in Mathematics/Teaching - Change minimum grade requirements for the Math Teaching minor to be in accord with those of the major

Department of Philosophy and Religion
New Course
PHI 383W (Health Biomedical Ethics) - Create a Writing Intensive equivalent to PHI 383.
PHI 381(Animal Studies) – Create a new course focusing on animals ethics.

Course Revision
PHI 383 (Health and Biomedical Ethics) - Specify that credit will not be awarded for both PHI 383 and PHI 383W.

Program Revision
Minor in Religion- Require all students with a minor in Religion to take 1) REL 301 2) at least 3 hours of "Abrahamic" religions (at least one of the following: REL 305; 306, 315, or 335 and 3) at least 3 hours of "non-Abrahamic" religions (at least one of the following: REL 340, 345, 350, or 355).

Department of Physics and Astronomy
Course Revision
PHY 101 (Concepts of the Physical World)-Edit course description

Department of Psychology
Program Revision
Animal Studies (B.S.) - Substitute PHI 381 Animal Ethics for PHI 390 Special Topics in Philosophy: Animal Ethics in the curriculum for the B.S. in Animal Studies program.   The

content of PHI 381 is the same as the content of PHI 390 (when the topic of 390 is Animal Ethics).

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

Part I

(Check one)	Department Name	Biological Sciences
x New Course (Parts II, IV)	College	Arts & Sciences
Course Revision (Parts II, IV)	*Course Prefix & Number	BIO 101
Hybrid Course ("S," "W")	*Course Title (30 characters)	Essentials of Biology
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	9/15/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved X Disapproved	10/21/10 pending
General Education Committee*	10/7/10	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 Online course to fulfill General Education Block IV (a)

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:

EKU has several on-line degree programs that require a natural science with lab (Block IV(a)), and there are currently no such courses at EKU, so these students are taking these classes at other universities. Our current Block IV(a) courses have laboratory components that are not compatible with online instruction. However, BIO 101 labs are designed to maintain scientific rigor and be completed by students independently at home. These online labs are impractical for in-class offering and cannot be incorporated into our current Block IV(a) courses

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

As per the online model for EKU, the course will be taught by a full-time faculty member paid to teach this course as an overload. If no faculty member is willing to take on this course, a qualified, part-time instructor will be hired. Up to 100 students will be accepted by EKU's online partner, Compass Knowledge, with the lead instructor teaching the first 25 students, and coordinating the activities of facilitators that will each take on groups of 25 students. Compensation for the faculty member and facilitators will be through the EKU-vendor agreement. It is anticipated that graduate students in our MS degree program in Biology will be included as facilitators, and that some of those students will be Graduate Assistants (GAs) paid as an overload for their work but limited to one subset of 25 student per semester. Non-GA part-time faculty and graduate students will be assigned up to 3 subsets of 25 students each. The lead faculty member will not coordinate more than 100 students (his/her own group of 25, plus the 25 working with each of the 3 facilitators.

Operating Expenses Impact:

Part-time faculty and facilitators will need to be provided with adequate computers, computer support, and support for online course software (e.g., Blackboard), including training and assistance with use of the software and maintenance of course and student databases. Students will be required to purchase a lab kit from a private vendor in addition to paying the online tuition, but no course fee will be charged by the university for the online lab.

Equipment/Physical Facility Needs:

Currently, full- and part-time faculty are provided with adequate laptop computers. If GAs or other graduate students are employed as on-line facilitators, the university must supply them each with a laptop computer as they would to any other part-time instructor.

Library Resources:

Student assignments will require access to online library resources.

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

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~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>**BIO 101. Essentials of Biology. (3) I, II. ONLINE ONLY.**Biological principles and applications as relates to life on earth from the molecular to ecosphere scale; current topics in genetics, evolution, ecology, plant and animal diversity, and human biology will be discussed. May not be used to satisfy area, major, or minor requirements. Credit will not be awarded to students with credit in BIO 100,102, 121, or NAT 101. 2 Lec/2 Lab. Gen. Ed. IVA. [NS].</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)*
BIO	101	Fall 2011	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS	BIOS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. ___
3	Lecture 2 Laboratory 2 Other ___	Cip Code (first two digits only) 26

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
B	3.5	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.	
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.	BIO 100 BIO 102
Course Prefix and No.	BIO 121
Course Prefix and No.	NAT 101

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) x	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

Syllabus and Course Objectives

Course Title: Essentials of Biology: BIO 101

Semester: Spring 2011

Section: _____

Course Number: _____

3 Credit Hours

Contact Information

Chair of the Department of Biological Sciences
Dr. Bob Frederick
Office: Moore 235
Phone: (859) 622 – 1531
bob.frederick@eku.edu

Course Coordinator
Dr. Stephen Sumithran
Office: Cammack 223
Phone: (859) 622 - 4990
stephen.sumithran@eku.edu

Catalog Description (http://www.undergradstudies.eku.edu/catalog/_____/)
Biological principles and applications as relates to life on earth from the molecular to ecosphere scale; current topics in genetics, evolution, ecology, plant and animal diversity, and human biology will be discussed. May not be used to satisfy area, major, or minor requirements. Credit will not be awarded for both BIO 100 and BIO 102. 2 Lec/2 Lab. Gen. Ed. IVA. [NS].

Course Description

This is a 100% online course, where all lectures, labs and exams will be conducted on Blackboard. Hence it is essential that you have a good computer with a reliable internet connection. The course is divided into seven modules, each of these modules will be opened for a two week period. Each module was developed by a faculty member of the Department of Biological Sciences at Eastern Kentucky University with expertise in that area.   Students are expected to complete all work (listening to lectures, performing lab exercises, reading the text and attempting quizzes and exams) during that two week period.

Required Instructional Materials
Lecture text
Sylvia S. Mader. *Essentials of Biology* Second Edition. McGraw Hill, New York, NY, 2010. ISBN-978-0-07-340342-7

Lab manual and Lab Kit
   LabPaq: A Laboratory Manual of Small-Scale Experiments for the Independent Study of General Biology, Second Edition. Hands-On Lab, Inc., Englewood, CO, 2007

Blackboard
For support with blackboard go to: http://www.it.eku.edu/helpdesk/blackboard/
To log on go to: http://learn.eku.edu/webapps/portal/frameset.jsp

Required Computer Resources:
Since this is 100% online course, students are expected to have a reliable internet connection, a computer with a fast processor. All students are expected to use Microsoft Office 2007 or later to access and complete all assignments. Proficiency in Microsoft Excel is desired. Mozilla Firefox is the recommended browser to access Blackboard. Please also ensure that your computer can receive cookies, and has the latest Java platform installed. The course instructor will not reset exams or give make-up exams due to internet failures.

 GENERAL EDUCATION GOALS FOR NATURAL SCIENCE COURSES
Students will be able to:
1. Use appropriate methods of critical thinking and quantitative reasoning to examine issues and to identify solutions. (GE Goal two)
2. Analyze the fundamental natural processes of the world and the interactions of humans and their environment. (GE Goal five)
3. Distinguish the methods that underlie the search for knowledge in the arts, humanities, natural sciences, history, and social and behavioral sciences. (GE Goal seven)
4. Integrate knowledge that will deepen their understanding of, and will inform their own choices about, issues of personal and public importance. (GE Goal eight)

Course Specific Student Learning Outcomes
   Upon completing this course, students will be able to:
 1. Demonstrate an understanding of the value of biological research in daily life.
 2. Apply the scientific method in the collection of data and making valid conclusions on the functioning of biological systems.
 3. Demonstrate their ability to use the scientific method to effectively evaluate biological information reported in popular media.
 4. Exhibit an understanding of the scope and limitations of scientific observations in the realm of cell & molecular biology, genetics, evolution, ecology, the diversity of life, and the human   body.
 5. Integrate principles and methods in biological sciences to understand aspects of the dynamics, structure and function of life.

Course Requirements and Evaluation Methods
Students will complete 7 study modules each consisting of 2 quizzes (10 pts each), 2 laboratory exercises (25 pts each), participation in online discussion board (10 pts), and one exam (50 pts) for a total of 130 points per module. In addition there will be an assessment exam at the end of the semester, in the concluding module. This exam is worth 25 points. Hence there are a total of 935 points for this course.

Grading & Participation
Online quizzes, activities, labs & exams will be due on or before the times designated in the lecture/lab schedule. There will be **NO OPPORTUNITIES FOR MAKE-UP** assignments or exams. Participation in one discussion thread per module on the discussion board is mandatory. Failure to do so will result in no participation credit for that Module,

Use the table below to monitor progress throughout the semester and determine your final grade.

Module	Assignments	Points possible	Points earned
1: Introduction & Scientific Method	Quiz 1	10	
	Quiz 2	10	
	Exam	50	
	Lab 1	25	
	Lab 2	25	
	Participation	10	
2: The Cell	Quiz 1	10	
	Quiz 2	10	
	Exam	50	
	Lab 1	25	
	Lab 2	25	
	Participation	10	
3: Genetics	Quiz 1	10	
	Quiz 2	10	
	Exam	50	
	Lab 1	25	
	Lab 2	25	
	Participation	10	
4: Evolution	Quiz 1	10	
	Quiz 2	10	
	Exam	50	
	Lab 1	25	
	Lab 2	25	
	Participation	10	
5: Diversity of Life	Quiz 1	10	
	Quiz 2	10	
	Exam	50	

	Lab 1	**25**	
	Lab 2	**25**	
	Participation	**10**	
6: Plant Structure & Function	**Quiz 1**	**10**	
	Quiz 2	**10**	
	Exam	**50**	
	Lab 1	**25**	
	Lab 2	**25**	
	Participation	**10**	
7: Animal Structure & Function	**Quiz 1**	**10**	
	Quiz 2	**10**	
	Exam	**50**	
	Lab 1	**25**	
	Lab 2	**25**	
	Participation	**10**	
8: Ecology	**Quiz 1**	**10**	
	Quiz 2	**10**	
	Exam	**50**	
	Lab 1	**25**	
	Lab 2	**25**	
	Participation	**10**	
General Education Assessment	**Exam**	**25**	
TOTAL			

Grade	Percent
A	90-100
B	80-90
C	70-80
D	60-70
F	50-60

Last day to drop this course

_____ is the last day that students can withdraw from a full-semester class for the
_____ semester.

Learning resources

1. The EKU Weaver Tutorial Center provides free tutoring in a number of disciplines. Find out more at: http://www.firstyear.eku.edu/tutoring/
2. EKU provides three computer laboratories for student use. The Student Services Building computer lab and Student Technology Lab in the Crabbe Library are open extended hours throughout the year. All labs are staffed with trained personnel. Find out more at http://www.it.eku.edu/computerlabs/ .

Disabilities Statement

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

Academic Integrity Statement

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. Questions regarding this policy may be directed to the Office of Academic Integrity.

Expectations and Responsibilities of Students

E-mail

Since this course is a 100% online course, please use the e-mail address registered on the Blackboard site for all communications. The course instructor will not respond to e-mails sent from accounts other than the one registered on Blackboard.

> Please be certain to read all administrative and other e-mail promptly for important messages. Because the system maintains a log of when an e-mail message is accessed, the well worn excuse (and its many variants) of, "The dog ate my homework" cannot be used here!

Regarding class participation:

> Every student is expected to participate regularly in the class discussions. Topic-specific class discussion questions will be posted for each module. Your participation will be noted and graded. Each student is expected to post at least two responses to each discussion. Participation in at least one discussion thread per module is a requirement. Try to respond early in the cycle so that you can make meaningful comments. You can respond either to the original question or to someone else's response. The goal is to simulate a class room discussion and independent thinking, so let's see what we can do!

> If you have questions about the course material, please send an e-mail on the Blackboard Discussion Board section. There is a discussion thread for this purpose called "Questions for Instructor". Other people may have the same question, so consider it a cc to everyone else in the class. I will try and respond quickly to these questions.

Courtesy and citizenship:

You are expected to follow rules of common courtesy and professionalism in all your e-mail messages and contributions to the course. If you respond to another student's response, please be judicious in your tone and language so as to not offend anyone.

The matter of communication via e-mail can be problematic if one or more members of a class view another student's "tone" as being snide, disrespectful, or uncooperative even though this was not the intent. Please remember that we cannot see one another's faces or hear each other's voices to "read" various expressions.

"Flaming" e-mails will not be tolerated in this course any more than ugly outbursts in the middle of class. If you are upset by something in the course, take a few (or many) deep breaths before you send an e-mail. It is very easy to say ugly things in a quick e-mail – particularly if you are trying to finish homework at 2:00 am.

BIO 101 - Schedule						
Module	Class	Topic	Reading	Laboratory	Assignments	Due Date
	1	Course Introcution	Ch 1	Scientific Method		MM/DD
	2	Scientific Method	Ch 1		quiz 1, lab worksheet, ice breaker discussion	MM/DD
1	3	Molecules of Life I	Ch 2	Extraction of DNA		MM/DD
1	4	Molecules of Life II	Ch 3		quiz 2, lab worksheet	MM/DD
1	5	Cell Structure	Ch 4	Cell Membrane Transport		MM/DD
1	6	Dynamic Cell	Ch 5		quiz 3, lab worksheet, module 1 test, discussion	MM/DD
2	7	The Cellular Basis of Reproduction	Ch 8, 9	Phenotype & Genotype		MM/DD
2	8	Patterns of Inheritance	Ch 10, 13		quiz4, lab worksheet	MM/DD
2	9	DNA Structure & Function	Chp 11	DNA & Protein Synthesis		MM/DD
2	10	Biotechnology & Cancer	Ch 12		quiz 5, lab worksheet, module 2 test, discussion	MM/DD
3	11	Evolutionary Theory and Darwin	Ch 14	Evolution Lab 1		MM/DD
3	12	Evidence for Evolution	Ch 14		quiz 6, lab worksheet	MM/DD
3	13	Evolution on a Small Scale - Microevolution	Ch 15	Evolution Lab 2		MM/DD
3	14	Evolution on a Large Scale - Macroevolution	Ch 16		quiz 7, lab worksheet, module 3 test, discussion	MM/DD
4	15	First Forms of Life I	Ch 17	Microbes Everywhere		MM/DD
4	16	First Forms of Life II	Ch 17		quiz 8, lab worksheet	MM/DD
4	17	Land Environment: Plants and Fungi	Ch 18	Fungi and Seeds		MM/DD
4	18	Both Water and Land: Animals	Ch19		quiz 9, lab worksheet, module 4 test, discussion	MM/DD
5	19	Plant Anatomy & Growth I	Ch 20	Plant Structures		MM/DD
5	20	Plant Anatomy & Growth II	Ch 20		quiz 10, lab worksheet	MM/DD
5	21	Plant Responses & Reproduction II	Ch 21	Plant Reproduction		MM/DD
5	22	Plant Responses & Reproduction II	Ch 21		quiz 11, lab worksheet, module 5 test, discussion	MM/DD
6	23	Being Organized and Steady	Ch 22	Homeostasis		MM/DD
6	24	The Transport Systems	Ch 23		quiz 12, lab worksheet	MM/DD
6	25	The Maintenance Systems	Ch 24	Respiration		MM/DD
6	26	The Control Systems	Ch 27		quiz 13, lab worksheet, module 6 test, discussion	MM/DD
7	27	Ecology of Populations	Ch 30	Microbiome		MM/DD
7	28	Communities and Ecosystems	Ch 31		quiz 14, lab worksheet	MM/DD
7	29	Human Impact on the Biosphere I	Ch 32	Macrobiome		MM/DD
7	30	Human Impact on the Biosphere II	Ch 32		quiz 15, lab worksheet, module 7 test, discussion	MM/DD

Department: Biological Sciences

Course Prefix and Number: BIO 101

Course Title: Essentials of Biology

Is this course is designed for the core, university general education, or both? University General Education only

Identify the general education blocks addressed in this course: Gen. Ed. IVA. [NS].

<u>**Course Abstract**</u>
1.   Describe the course content.

BIO 101 (Essentials of Biology) is a new online course covering Biological principles and applications as relates to life on earth from the molecular to ecosphere scale; current topics in genetics, evolution, ecology, plant and animal diversity, and human biology will be discussed.

2.   Describe the instructional methods (lecture, discussion, small groups, laboratory, or simulation), faculty qualifications, and course coordination.

BIO 101 will be taught entirely online through Blackboard. The instructional methods will include:
   1. **Lecture (PowerPoint with narration)**
   2. **Labs (students will purchase the "LabPaq" manual and kit from Hands-On Lab; labs will be performed at home)**
   3. **Simulation software (from Simbiotic Software)**
   4. **Discussion**

BIO 101 consists of seven modules (lectures, labs or simulations, quizzes and tests for each) which have been developed by members of the Department of Biological Sciences.

The course will be taught by faculty and graduate students from the Department of Biological Sciences.   A faculty member will act as course coordinator. While this course will be taught by different faculty and graduate students each semester, Dr. Stephen Sumithran will act as course coordinator the first time it is offered.

3. Describe any new resources needed to implement or to assess the course

No new resources will be needed for this course.

4. Describe the assessment process.
    (a) What type of assessment instruments will be used to evaluate student learning?

#	General Education Criteria	Student Learning Outcome	Assessment
1	Demonstrate an understanding of the methods used to carry out scientific inquiry	Apply the scientific method in the pursuit of knowledge in biological systems	Multiple choice questions (4)
2	Explain the major concepts of the natural sciences	Demonstrate an understanding of the value of biological research in daily life	Multiple choice questions (4)
3	Apply scientific principles to make reasonable and valid conclusions	Demonstrate an ability to use the scientific method to effectively evaluate biological information reported in popular media	Lab worksheet or report
4	Apply scientific knowledge to address issues of personal and public importance	Exhibit an understanding of the scope and limitations of scientific observations in the realm of cell and molecular biology, genetics, evolution, ecology, the diversity of life, and the human body	Essay question (1)
5	Integration across course	Integrate principles and methods in biological sciences to understand aspects of the dynamics, structure and function of life	Essay question (1)

    (b) When will data be collected?

Multiple choice questions and essays will be given as a stand-alone assessment at the end of the course. The lab worksheet/report will be assessed at the end of the 12th week.

(c) For how many students will assessments be scored?

All students enrolled in the course will be assessed.

(d) Who will score the assessment instruments?

The faculty member In charge of each section will grade the multiple choices questions, lab report and essay questions.   A random sample of 10% of essays from each section will be re-scored by a different faculty member to check for reliability and scoring.

(e) Who is the faculty person responsible for assessment data for this course?

Dr. Robert Frederick

5. Provide at least one example of an assessment item *(e.g., question on exam; portion of an assignment)* that could be used to assess student learning on each of the criteria on the GE scoring rubric appropriate for this course.

#	General Education Criteria	Student Learning Outcome	Assessment
1	Demonstrate an understanding of the methods used to carry out scientific inquiry	Apply the scientific method in the pursuit of knowledge in biological systems	Multiple choice questions (4)

Example:
1. **Which of the following statements is not correctly matched with the scientific method term?**
   a. **Hypothesis – Steve suggests that 2-3 cups of coffee can decrease death rates among women.**
   b. **Experimental design – Bill set up mist nets to catch bats flying over a small stream. Each bat that was caught was weighed and gender determined.**
   c. **Observation – Marcia watched butterflies feeding in a large field of wild flowers. She noticed that more butterflies approached the yellow and purple flowers than the red flowers.**
   d. **Conclusion – Rebekah reported that red-foot tortoises preferred red colored fruits and vegetables to those that were green or white colored.**
   e. **Data – All organisms are composed of cells.**

#	General Education Criteria	Student Learning Outcome	Assessment
2	Explain the major concepts of the natural sciences	Demonstrate an understanding of the value of biological research in daily life	Multiple choice questions (4)

Example:

Barbara is an avid gardener who spends a lot of time caring for the plants in her garden. To minimize damage from pests to her garden, Barbara uses a pesticide spray. At first the spray is very effective and kills off most of the insects that she sees on her vegetable plants. However, after a few years of using the same pesticide she notices that some insects are surviving and continuing to eat her plants.

1. This selection for herbicide resistance in the insects is an example of
   a. natural selection
   b. evolution
   c. an adaptation
   d. a gene
   e. a learned response

#	General Education Criteria	Student Learning Outcome	Assessment
3	Apply scientific principles to make reasonable and valid conclusions	Demonstrate an ability to use the scientific method to effectively evaluate biological information reported in popular media	Lab worksheet or report

Example:

Homeostasis Lab - Week 16

     Attached at end of document.

#	General Education Criteria	Student Learning Outcome	Assessment
4	Apply scientific knowledge to address issues of personal and public importance	Exhibit an understanding of the scope and limitations of scientific observations in the realm of cell and molecular biology, genetics, evolution, ecology, the diversity of life, and the human body	Essay question (1)

Example:

The data given in the table below gives the effect of age on the annual death rate from cancer.

Age at death (years)	Annual death rate/100,000 population
0	0
10	0
20	0
30	5
40	15
50	50
60	102
70	305
80	500

1. Prepare an appropriate graphical representation of the data.
2. Design an experiment to determine the effect of age on the increased rate of death from cancer. Does the frequency of mutations in the chromosome change as a person grows older?
3. What hypothesis will you test?
4. What type of data would you collect and why?

#	General Education Criteria	Student Learning Outcome	Assessment
5	Integration across course	Integrate principles and methods in biological sciences to understand aspects of the dynamics, structure and function of life	Essay question (1)

Example:

Rabbits with brown fur migrate to an area that is primarily snowy. Explain how all the rabbits eventually come to have white fur. Include the following concepts:

- Mutations
- Transcription, translation, pathways
- Inheritance
- Natural selection

Homeostasis

by Hands-On Labs, Inc. Version 09-1.01
Read the entire exercise and organize time, materials, and work space before beginning.
Remember to review the safety sections and wear goggles when working with chemicals.
Allow at least 90 minutes to perform this exercise.

Objectives:

·   To observe how the human body responds to changes detected in the external environment to maintain homeostasis,

·   To identify the location of some of the body's receptors that detects changes in the external environment.

Materials From: Label or Box/Bag:
Qty Item Description:

Student Provides 1 An assistant
1 Wall mirror
1 Paper
1 Hot and cold water
From LabPaq 1 Beaker, 50 mL, plastic
4 Cup, Plastic, 9 oz Short
1 Cylinder, 50 mL - Graduated, Plastic
1 Dissection-kit with 7-tools - including the following:
Bent Probe, Dropping Pipette, Probe, Ruler in
pocket, Scalpel with 2 Blades - Note blades are in
the pocket, Scissors, Tweezers
Dissection tray,
sealable plastic
Dissection tray,
sealable plastic
1 Pencil, marking
1 Thermometer-in-cardboard-tube
Dissection tray,
sealable plastic - Exp.
18 Bag:
Homeostasis 1 Cork
4 Dissection pins

Discussion and Review: Homeostasis is the tendency of a body to maintain internal constancy and independence from its surrounding environment. It is a characteristic of life and a process that occurs in all living things. The ability to respond to stimuli in the environment is vitally important to maintaining life. This ability is an obvious characteristic since many of the structures and behaviors of living organisms are specifically adapted to their environment and to maintaining their species' survival.
In addition to responding to external stimuli, living things also respond to internal changes. Organisms must make constant internal adjustments to maintain a proper body temperature and to keep the correct amount of water and minerals in their cells. Such responses require the controlled use of energy within the organism's cells. Changes in the internal environment must be stabilized by the physiological mechanisms of homeostasis. Internal changes arise from two basic sources:

A. **The External Environment:** An organism's internal environment responds to changes in its external environment, such as temperature, pressure, or chemical assault.

B. **Metabolic Activities:** All metabolic activities require a constant supply of oxygen, nutrients, salt, and other minerals that cells withdraw from their environment and that must be replaced.
Homeostasis is maintained by the coordinated activities of the nervous, circulatory, and endocrine systems, and especially by organs such as the lungs, skin, eyes, ears, and digestive tract. These are all specific sites where materials and/or stimuli exchange with the external environment.

Exercise 1: Vision
The eyes are a primary organ for warning the body of any assault from the external environment. Our body reacts reflexively to danger perceived by the eyes rather than waiting to make a conscious thought or decision. The eyes themselves react to the amount of light striking them by changing the diameter of the pupil through which light reaches the eyes' sensors. This protects the eyes from too much light and makes them more sensitive in the dark.

PROCEDURE:
1. Make several small balls of any kind of crumpled paper, notebook, newspaper, etc.
2. Put on your safety goggles and stand facing a wall mirror in a well lit room. If you do not have a wall mirror, stand in front of a glass window at night when it is dark outside; when you turn on bright light in the room, the window will act as a mirror and reflect your image. Stand about three feet from the mirror or window.
3. Have an assistant stand behind and a little to one side of you, and throw the paper balls, one at a time, at the image of your face in the mirror. Describe how you feel as your eyes respond. Ask your partner to describe how your eyes responded. Record these observations.
4. Still facing the mirror or window, have your partner pinch the skin at the back of your neck. Describe how you feel as your eyes respond. Ask your partner to describe how your eyes responded. Record these observations.
5. Stand one foot from the mirror. Observe the diameter of the pupils of your eyes.
6. Cover one eye with your hand for one minute, leaving the other eye open. Remove your hand and quickly observe the diameter of the pupils in both eyes. Repeat the same procedure with the other eye. Record these observations.
7. Close both eyes for one minute and have your assistant observe the size of the pupils of your eyes when you open them. Have the assistant continue to observe for one minute and describe any changes in the diameter of the pupils of your eyes. Record these observations.
8. Have your assistant slice open an onion a few feet in front of you while watching your eyes. Describe how you feel as your eyes respond. Ask your partner to describe how your eyes responded. Record these observations.

Questions:
A. Did any of the responses of your eyes require conscious thought?

B. Do you think that you could have controlled or prevented any of the reactions?
C. In seeing the onion cut what is your body anticipating?
D. What are the four basic reactions that you have observed in the exercise? For each of the four describe how this reaction or reflex is a defensive mechanism for your body and how it maintains homeostasis.

Exercise 2: Touch

There are sense receptors in your skin that warn your body if it is being touched by something in the external environment. The concentration of the skin's receptors varies in different parts of the body. Some areas like fingertips have a very high concentration of receptors and are used to feeling and determining the shapes of objects, but other skin surfaces may have only enough sensors to detect larger objects. When two separate points are simultaneously touched to the skin, the minimum distance apart at which they are sensed as two separate and distinct points is the same distance apart that that the receptors are located in that area of skin.

PROCEDURE:

1. Insert two dissection pins into a cork so that the heads are 0.5 cm apart. Gently touch the heads of the pins to your forearm, to the back of your hand, to your palm, to a fingertip, to your cheek, and to your lip. For each touch note if it feels like two points or one. Set up a data table of touch points by distance between points like the one below to record your observations. Feel free to add other skin location columns such as stomach, thigh, etc.

LabPaq: BK-105 Page 145
Hands-On Labs, Inc.

Pin Point Nerve Receptor Concentration Test

Distance	Forearm	Hand Back	Palm	Fingertip	Cheek	Lip
0.5 cm						
1.0 cm						
1.5 cm						
2.0 cm						
.... etc.						

2. Rearrange the pins so that the heads are 1 cm apart. Repeat the process of touching the same areas and observe for each if it feels like one point or two. Record your observations.
3. Repeat the process increasing the distance between the points by 0.5 cm each time until all skin location contacts distinctly feel the two points.

Questions:
A. Which areas touched recognized the two points as two points from the least distance apart?
B. Would these areas coincide with areas of skin that you consider generally more sensitive?
C. What role does the greater sensitivity of these areas play in defending the body against external contact?
D. How does this defense sustain homeostasis?

Exercise 3: Temperature

Detection of temperature is another critical defense of the body. Homeostasis demands that the human body reflexively avoid objects or environments that are significantly

warmer or cooler than the core body temperature of about 37 degrees C (98.6 degrees F). Receptors in our skin are constantly telling the body that the environment is too hot or too cool, and that the body is therefore gaining or losing thermal energy. Homeostasis continually causes our bodies to try to adjust this imbalance through changes in our behavior and/or in our metabolic rate.

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
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Concentration in English within the Associate of General Studies degree program
X 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*	N/A
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee		Approved x Disapproved	10/21/10
General Education Committee*	N/A	Faculty Senate**	11/1/10
Teacher Education Committee*	N/A	Board of Regents**	1/26/11
		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.)

Establish a Concentration in English 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)

B. The justification for this action:

The twelve hour concentration in English will give students in the AGS program an introduction to the discipline which will very likely lead them to pursue a baccalaureate degree in the English and Theatre major. English 301 and 302 are prerequisites for many of the upper level literature classes, and so would provide an excellent base for students who wanted to go on to receive their baccalaureate.

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.)

GENERAL STUDIES (A.G.S.)
CIP Code 24.0102

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.

CONCENTRATIONS
The following concentrations are available in the Associate of General Studies degree program:

<u>**English Concentration…………………………12 hours**</u>
<u>**Course Requirements………………………….**</u>
<u>ENG 301 and 302 plus 6 additional hours of ENG courses. ENG 210, ENG 211, and ENG 212 may count toward the concentration but will not count toward the B.A. English degree major requirements.</u>

Psychology Concentration...................................12 hours
Course Requirements..
PSY 200 or 200W, and PSY 250 or 250W, plus six additional hours of PSY courses (excluding PSY 349, 402, and 403).
PSY 280 may count toward the concentration but will not count toward the B.S. Psychology degree major requirements. A minimum grade of "C" is required of all courses counted toward the concentration.

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

Part I

(Check one)		Department Name	Foreign Languages and Humanities
x	New Course (Parts II, IV)	College	Arts and Sciences
	Course Revision (Parts II, IV)	*Course Prefix & Number	SPA 321S
	Hybrid Course ("S," "W")	*Course Title (30 characters)	Spanish for Social Services
	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	9/7/2010	Graduate Council*	
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved x Disapproved ___	10/21/10
General Education Committee*		Faculty Senate**	NA
Teacher Education Committee*		Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

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

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

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

To add an "S" designated service learning course to the Spanish curriculum.

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 has been offered in the past as a special topics class. We are now updating the Spanish curriculum to reflect student demand for a Service Learning course.

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

Personnel Impact: None

Dr. Poffenberger has taught this course twice as a Special Topics Course and participated in EKU's Service Learning Workshops

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.)

<u>SPA 321S Spanish for the Social Services. (3) (A). Prerequisite: SPA 206 or Departmental Approval. Designed to develop the knowledge and skills required for communication by collaborating with professionals in an approved service learning site. Materials and activities are geared toward professional interactions and will emphasize cultural knowledge.</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)*
SPA	321S	Fall 2011	AS x JS BT EM ED PC HS	FRLH

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3	Lecture 2 Laboratory ____ Other 1	Cip Code (first two digits only) 16

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
1	3	N	FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>	**FOR BANNER USE ONLY**
			Date of data entry _____
		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.	SPA 206 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)			

SPA 321S
SPANISH FOR THE SOCIAL SERVICES

Professor: Dra. Abbey Poffenberger
Office: Case Annex 348
Phone: 622-8240
E-mail: abbey.poffenberger@eku.edu
Class meets   **M-W 12:20-1:10, on-site service learning on Friday**
Office Hours: MWF 8-9, 10-10:45, TR 8-9, and by appt.

REQUIRED MATERIALS:

Conversational Spanish for Health Professionals, Rochelle Kelz
Harvest of Empire: A History of Latinos in America. Juan Gonzalez.

-Course packet provided by instructor – FOUND IN BLACKBOARD

-A good bilingual dictionary, Spanish-English/English-Spanish (Collins, Simon &Schuster International, Larousse or Oxford).

COURSE DESCRIPTION: Designed to develop the knowledge and skills required for communication by collaborating with professionals in an approved service learning site. Materials and activities are geared toward professional interactions and will emphasize cultural knowledge. Prereq: SPA 206 or Instructor approval.

STUDENT LEARNING OUTCOMES:

Upon completion of this course, students will be able to**:**

-Demonstrate the knowledge and skills required for effective communication in Spanish

-Demonstrate the ability to collaborate with professionals in chosen service learning site

-Students will practice the target language in "real-life" situations.
Students will analyze the socio-political and ethical issues within organizations with particular attention paid to the effects on the Latino community.

- Demonstrate the ability to utilize vocabulary, readings and activities to interpret and translate on site

-Negotiate and critically analyze cultural boundaries by synthesizing knowledge that will enhance professional work in the Latino communities.

EVALUATION:

Class time is mainly for oral practice of assigned materials. Students must prepare thoroughly outside of class by reading assignments, looking up unfamiliar words, marking passages that present difficulties (in order for clarification), and becoming familiar with the new vocabulary. Instructor will assess preparation with quizzes. Students are expected to bring a bilingual dictionary to class, along with their textbook, and supplementary materials. The class will be conducted **entirely in Spanish**.

STUDENT PROGRESS:
Students will be given at least a minimum of a mid-term grade in EKUDirect and are always welcome to discuss their progress with the instructor.

COURSE REQUIREMENTS:

LA TELARAÑA AMPLIA Y MUNDIAL (WWW): BLACKBOARD
This course will use Blackboard, please consult the announcement section as part of your daily class preparation.

ATTENDANCE POLICY Attendance is necessary in order to succeed in this course because certain skills cannot be readily acquired by self-study. Also, repeated absences mean the student will miss quizzes, tests, and homework. Furthermore, activities done in class will be given a class participation grade. You will be allowed 2 unexcused absences without penalty to your final grade. **No make-ups will permitted for work missed for an unexcused absence**. Each absence beyond the 2 day limit will result in a two point deduction (for each day missed) of your final grade. Excused absences are the following: participation in a scheduled event as a member of a university-sponsored athletic/scholastic team (official absence form required); religious holidays; accident or illness (accident report or doctor's note required); or a death in the immediate family. Excuses must be submitted within one (1) week of the time of return to class.

Late arrivals are disruptive so **DO NOT ARRIVE LATE**. Every **three late arrivals** will count as **one unexcused absence**. Also, remember that quizzes cannot be made up and are often given first thing. If you must be absent, it is your responsibility to contact myself or a classmate and find out what was done and what is due next class.

Class participation 10%:
*This component includes classroom participation, homework and (un)announced quizzes, and Blackboard debates and discussions.
Because **class participation is 20% of your final grade**, all students will be expected to participate actively in all class activities, speaking exclusively in Spanish.
The daily assignments are to be prepared BEFORE class. Students are responsible for the materials indicated in the syllabus and/or in class. Pop quizzes will be given based on required reading materials, including information assigned on-line.

Blackboard Discussions and Debates I will periodically post a question and or theme for discussion on Blackboard. Students are expected post his/her own response to the questions and respond to the post of at least three other classmates in Spanish.

Written homework assignments and debates will be graded on content (10), grammar (5), organization (5), vocabulary (5) and spelling (5). Responses submitted after the due date will receive a grade of zero.

Service Learning 35%
"Service-learning combines service objectives with learning objectives with the intent that the activity change both the recipient and the provider of the service. This is accomplished by combining service tasks with structured opportunities that link the task to self-reflection, self-discovery, and the acquisition and comprehension of values, skills, and knowledge content."
(http://www.servicelearning.org/welcome_to_service-learning/service-learning_is/index.php)

This class has a requirement of a minimum of 30 hours at your chosen service learning site. In order to facilitate this, I have designated Fridays' class time for you to work at your chosen site. We will meet on Mondays and Wednesdays in the classroom and Friday will be reserved for your service learning. I plan to drop in on your sites during this class period. If you are unable to perform your hours during this time due to time conflicts with the site, be sure to comunicate this to me in writing so I can visit your site at another time.

Each student must have a site chosen by Aug. 30. A one-page description (en español) of your intended project as well as the goals you intend to accomplish is also due on Aug. 30.

The goal of this service learning component is to provide you with the opportunity to apply your skills to practical and concrete situations in our community, either on or off campus. Each of you will select a site or project according to your interest (you may work alone or with a partner). All projects/work-sites must be approved by the instructor. A minimum of 30 hours (outside of class) is required to fulfill this component.

Similarly, each student should keep a journal (en español) and write one entry for each hour performed. Entries should reflect a critical analysis of your experiences, relating them to class readings, discussions, etc. whenever possible. We will also have periodic discussions in class throughout the semester about the progress of these projects and each student should be prepared to make a short, informal presentation in early April. Entries should be submitted weekly through Blackboard by 7:00 pm on Sunday.

Journals will be evaluated according to the following:

Presentation of critical position/reflection
Comprehension and organization of ideas
Vocabulary and spelling, punctuation, etc

Grammar

SKITS/DIALOGS 20%: Students will work in pairs to prepare a dialog/skit based on an assigned theme. There will be three themes, including a conversation in a doctor's office, a conversation in a social service office (Social security, medicare, etc.) and one of your choice. Each student will be graded individually based on context, pronunciation, accuracy, vocabulary and grammar. See schedule for dates.

Interview with local advocate in the Hispanic community 10%: Each student will conduct a 10-15 minute interview with a local advocate in the Hispanic community. Interviews will be conducted in Spanish and an audio recording is required. Due Nov. 5.

Final Project: VIDEO 25%
Each student will produce a 8-10 minute video in Spanish that describes in detail the services provided by your service learning site. This video should show evidence of editing and be of high quality in order to offer it to your SL site as a tool to promote their organization, highlighting the services available to the Latino community. Due Dec. 6

GRADING BREAKDOWN: Your course grade will be determined as follows:

Service Learning	35%	Skits/Dialogs	20%
Participation	10%	Interview with local advocate	10%
		Final Video Project	25%

The following grading criteria will be used to determine the final grades for this course:

A 90-100   **B** 80-89   **C** 70-79   **D** 60-69   **E** 59 and below

Disability Statement:
If you are registered with the Office of Services for Individuals with Disabilities, please obtain your accommodation letters from the OSID and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Services Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in an alternative format.

Academic Integrity Statement:

Students are advised that EKU's Academic Integrity policy will strictly be enforced in this course. The Academic Integrity policy is available at <u>www.academicintegrity.eku.edu</u>. 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.

TENTATIVE SCHEDULE: SUBJECT TO CHANGE AT DISCRETION OF INSTRUCTOR

Conversational Spanish for Health Professionals (CS)
Harvest of Empire (HE)
Blackboard (Bb)

Week 1/ Aug. 23-27
L: Introducción a la clase
M: Leer 2-13, including footnotes (CS)
V: Set up SL site

Week 2/ Aug. 30-Sept. 3
L: Leer: pp. 13-36 including footnotes (CS)
Lic. Marilyn Daniel – Maxwell Street Legal Clinic (IMMIGRATION)

M: Las partes del cuerpo pp. 60-63, 71 (CS)
Puerto Ricans: Citizens Yet Foreigners (HE)
V: Service Learning

Week 3/ Sept. 6-10
L: No hay clase - Día del trabajo
M: Health Services
pp. 100 Vocab. Del calendario, 104- 107 (CS)
BB- Mexicans: Pioneers of a Different Type (HE)
V: Service Learning

Week 4/ Sept. 13-17
L: Health Services
Leer: 108-115 (CS)
BB- Cubans: Special Refugees (HE)
M: Health Services
Bb- Dominicans: From the Duarte to the George Washington Bridge (HE)
V: Service Learning

Week 5/ Sept. 20-24
L:Health Services
Texto: 117-126 (CS)
BB- Central Americans: Intervention Comes Home to Roost (HE)
M: Health Services
Texto: 127-137
V:Service Learning

Week 6/ Sept. 27-Oct. 1
L: Health Services
Leer: 138-146 (CS)

BB – Colombians and Panamanians: Overcoming Division and Disdain (HE)
M: Health Services
SKIT 1 – En la oficina del/a doctor/a
V: Service Learning

Week 7/ Oct. 4-8
L: School Personnel
Bb- The Return of Juan Seguín (HE)
M: School Personnel
Viernes: Service Learning

Week 8/ Oct. 11-15 MIDTERM
L: Fall Break – no hay clases
M: School Personnel
Bb- Speak Spanish, You're in America! (HE)
V: Service Learning

Week 9/ Oct. 18-22
L: School Personnel
BB- Immigrants Old and New: Closing Borders of the Mind (HE)
M: School Personnel
V: Service Learning

Week 10/ Oct. 25-29
L: Social Security
Bb- Free Trade: The Final Conquest of Latin America (HE)
M: Employment and Training
V: Service Learning

Week 11/ Nov. 1-5
L: Dept. of Social Services
M: Skit/Dialog 2 – En una oficina de servicios sociales
Entregar las entrevistas
V: Service Learning

Week 12/ Nov. 8-12
L: Law Enforcement
BB - Puerto Rico, USA (HE)
M: Law Enforcement
V: Service Learning

Week 13/ Nov. 15-19
L: Law Enforcement

M: Legal
V: Service Learning

Week 14/ Nov. 22-26
M: Legal
L: No hay clase
V: No hay clase

Week 15/ Nov. 29- Dec. 3
L: SKIT 3
M: TBA
V: Service Learning

Week 16/ Dec. 6-10
Presentaciones de los videos

Final Exams - Dec. 13-17

Contrato del curso

Trabajar en la comunidad es un compromiso importante. Las organizaciones dependen de ti. Los clientes dependen de ti. No cumplir con tu deber afectará seriamente a tu nota para la clase.

1. **Trabajo en la comunidad**.
    a. **Dos horas.** Cada estudiante trabajará 30 horas con una organización colaboradora en la comunidad.
    b. **Horario.** Es la responsabilidad del estudiante ponerse de acuerdo con la gente de la organización donde trabaja sobre el día/los días y la hora/las horas que van a trabajar cada semana. También, puede cambiarse el día y la hora de trabajo durante el semestre. Hay que informarse siempre del día y la hora del trabajo para la próxima vez.
    c. **Transporte.** Es la responsabilidad del estudiante llegar al lugar de trabajo ya sea por medios privados o públicos. El tiempo para llegar al lugar del trabajo no cuenta para las horas de servicio.
    d. **Puntualidad.** Es necesario llegar a la hora. Si uno llega tarde o si no llega, perderá puntos por no cumplir.
    e. **Ausencias.** Si faltas a tu trabajo por alguna razón tienes que contactar la organización colaboradora y tu profesora para informarles o pedirles permiso. Luego, tendrás que recuperar las horas que faltaste.

2. **Normas de confidencialidad e información privada.**
    Toda información relacionada con todos los clientes de la organización donde trabajas es absolutamente confidencial. No se puede hablar de estos clientes con otras personas fuera del curso ni fuera del trabajo. Tampoco pueden los estudiantes hablar entre sí de la información privada de los clientes.

Entiendo la información del contrato y me comprometo a seguir las normas expuestas en él.

Nombre:

_____

Fecha: _____

COMMUNITY PARTICIPATION CRITERIA
(25 points possible)

Student Name:

_____

1. **Reliability**. The student arrives on time to appointments and begins work promptly. During his/her time at the community partner place of work the student stays focused on the work and is productive.

Agree   Disagree
  5   4   3   2   1

2. **Thoroughness.** The student is capable of carrying out a task from beginning to end. He/She does not leave loose ends for others to pick up. The student is also willing to tackle all kinds of tasks, not just the easiest or most pleasant ones.

Agree   Disagree
  5   4   3   2   1

3. **Responsibility.** The student understands privacy issues and can be relied upon to maintain confidentiality. The staff feels confident that they can assign the student a task without checking up on him/her every step of the way.

Agree   Disagree
  5   4   3   2   1

4. **Enthusiasm.** The student cooperates with all members of the staff and all clients and visitors. He/She carries out his/her tasks in a pleasant manner, putting the staff, clients and visitors at ease.

Agree   Disagree
  5   4   3   2   1

5. **Initiative.** The student goes beyond the minimum requirements of the task assigned to him/her. He/She keeps busy even after completing an assigned task and volunteers ideas about possible tasks or approaches to them. Student is not afraid to initiate and sustain conversations in Spanish.

Agree   Disagree
5   4   3   2   1

Spanish: You do not need to grade the student's Spanish, but please make any comments or suggestions for the student and instructor's consideration.

SPA 321 SPANISH FOR SOCIAL SERVICES
EASTERN KENTUCKY UNIVERSITY

SERVICE-LEARNING CONTRACT

Name of Organization:

Site Supervisor Name:

Please provide phone number, address and email address:

Student's Name:

STUDENT
Below, please describe three learning goals for your work at this organization.
These should relate to the course goals provided by your instructor and to your
own personal experience and development.
1.

2.

3.

SITE SUPERVISOR
Below, please describe the work that the student will be doing while at your site.
The student agrees to volunteer for a minimum of 30 hours at the site.
The site supervisor agrees to be serve as a mentor for the student and ensure
that s/he is performing his/her duties in the spirit of service learning.
The service learning site understands that these are student volunteers who are
learning Spanish not certified interpreters and

_____   _____
(student signature & date)   (site supervisor signature & date)

_____
(professor approval & date)
Contact information:
Dr. Abbey Poffenberger
Dept. of Foreign Languages and Humanities
351 Case Annex
Richmond, KY 40475
Abbey.poffenberger@eku.edu 859-622-8240

Service Learning Course Application

Department submitting application: Foreign Languages and Humanities

Date of Submittal: Jan. 15, 2010

Name of faculty teaching this course Abbey Poffenberger

Email: abbey. poffenberger@eku.edu   Phone 2-8240

Course name and number SPA 320: Spanish for Social Services

Number of credit hours 3

Check the appropriate box: New Course ☒   Existing Course ☐

Will other sections of the course be offered without service-learning?   Yes ☐   No ☒

How many sections of the course will be offered? 1

What community organization/agency will the students be working with? How did you determine their need?

See attached list.

_____

Students will be placed in sites which provide services in Spanish.

_____
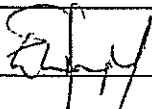
How many hours of service per semester will students be required to complete?
30

_____

What reflective assignment(s) will students be required to complete?
Critical Journals, video presentation, oral presentation

_____

_____

Have you incorporated an experiential educational activity that is connected to academic content as described in the syllabus?
Yes ☒   No ☐
Additional comments to complement the syllabus: _____

_____

Department Chair: _____	Date: _1/26/10_____

Service-Learning Committee Approval: Approved ☒ Denied ☐ Date: 5-04-10_____

Signatures: __J. Scott Townsend   Lise P Cox_____
Lisa Cox &/or Scott Townsend, EKU Service-Learning Committee Co-Chairs

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

Part I

(Check one)	Department Name	Geography & Geology
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	Geography Concentration within the Associate of General Studies (A.G.S.) degree program
x 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	08-20-2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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 Geography Concentration for the Associate of General Studies (A.G.S.) Degree Program.

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 12 hours of course work in this proposed Geography Concentration will provide students with a sound introduction to this discipline. A.G.S. graduates who elect to pursue the baccalaureate degree program in Geography will be on track for completing the remainder of the degree program 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

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.)

GENERAL STUDIES (A.G.S.)
CIP Code 24.0102
(page 64 of the 2010-2011 *Undergraduate Catalog*)

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…

CONCENTRATIONS

The following concentrations are available in the Associate of General Studies degree program:

<u>**Geography Concentration………………………...…12 hours**</u>
<u>**Course Requirements……………………………**</u>
<u>GEO 100, 210, 220 and three hours of GEO elective.</u>

Psychology Concentration...................................12 hours
Course Requirements..
PSY 200 or 200W, and PSY 250 or 250W, plus six additional hours of PSY courses (excluding PSY 349, 402, and 403).
PSY 280 may count toward the concentration but will not count toward the B.S. Psychology degree major requirements. A minimum grade of "C" is required of all courses counted toward the concentration.

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

Part I

(Check one)	Department Name	Geography & Geology
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	Geology Concentration within the Associate of General Studies degree
x 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	08-20-2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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 Geology Concentration for the Associate of General Studies (A.G.S.) Degree Program.

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 12-14 hours of course work in this proposed Geology Concentration will provide students with a sound introduction to this discipline. A.G.S. graduates who elect to pursue the baccalaureate degree program in Geology will be on track for completing the remainder of the degree program 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

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.)

GENERAL STUDIES (A.G.S.)
CIP Code 24.0102

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.

CONCENTRATIONS
The following concentrations are available in the Associate of General Studies degree program:

Geology Concentration……………………………………………………………………………12-14 hours
Course Requirements……………………………..
Two courses from GLY 102, 107, 108, 109, 172, 302, 303, 304, 305 or GEO 210; plus two courses
from GLY 210, 309, 315, 408, 415, GEO 353 or 456.

Psychology Concentration....................................12 hours
Course Requirements..
PSY 200 or 200W, and PSY 250 or 250W, plus six additional hours of PSY courses (excluding PSY 349, 402, and 403).
PSY 280 may count toward the concentration but will not count toward the B.S. Psychology degree major requirements. A minimum grade of "C" is required of all courses counted toward the concentration.

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

Part I

(Check one)	Department Name	Geography & Geology
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	Geographic Information Systems Concentration within the Associate of General Studies degree
x 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	08-20-2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	10/21/10
College Curriculum Committee	9/20/10	Approved x Disapproved ____	
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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 Geographic Information Systems Concentration for the Associate of General Studies (A.G.S.) Degree Program.

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

~~Spring/Coal~~ 2011

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

B. The justification for this action:

The 12 hours of course work in this proposed Geographic Information Systems (GIS) Concentration will provide students with a sound introduction to this rapidly expanding field. A.G.S. graduates who elect to pursue the baccalaureate degree program in Geography or Geology will be on track for completing the remainder of either degree program 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

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.)

GENERAL STUDIES (A.G.S.)
CIP Code 24.0102

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…

CONCENTRATIONS
The following concentrations are available in the Associate of General Studies degree program:

<u>**Geographic Information Systems**</u>
<u>**Concentration…………………....…………………………………………………………...…..…12 hours**</u>
<u>**Course Requirements………………………**</u>
<u>GEO 210 and 353; plus six hours from GEO 351, 455, 456, 501 (with departmental approval), 553, 556 or GLY 408.</u>

Psychology Concentration....................................12 hours
Course Requirements..
PSY 200 or 200W, and PSY 250 or 250W, plus six additional hours of PSY courses (excluding PSY 349, 402, and 403).
PSY 280 may count toward the concentration but will not count toward the B.S. Psychology degree major requirements. A minimum grade of "C" is required of all courses counted toward the concentration.

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

Part I

(Check one)	Department Name	Mathematics and Statistics
___ 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 Mathematics/Teaching
___ 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	4-12-2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	5/3/2010	Approved x Disapproved ___	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	5/25/2010	Board of Regents**	1/26/11
		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 minimum grade requirements for the Math Teaching minor to be in accord with those of the major.

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:

We seek consistency between the major and minor versions of the Math Teaching degree.

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.

<div align="center">

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

Minor in Mathematics/Teaching

(page 93, 2010-2011 *Undergraduate Catalog*)

</div>

A student may minor in mathematics teaching by completing a minimum of 20 semester hours as follows: MAT 124 or 124H; MAT 214; MAT 224 or 224H; MAT 301; MAT 334; and STA 270. <u>All courses must be completed with a grade of at least "C" and the GPA in the courses used for the minor must be at least 2.75.</u> The teaching minor in mathematics must be coupled with a secondary teaching major in another discipline.

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

Part I

(Check one)	Department Name	Philosophy and Religion
___ New Course (Parts II, IV)	College	Arts &Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	PHI 383W
X Hybrid Course ("S," "W")	*Course Title (30 characters)	Health and Biomedical Ethics
___ 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 16, 2010	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes**** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved X Disapproved ___	10/21/10
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 Writing Intensive equivalent to PHI 383

A. 2. Effective date: Spring 2011

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

B. The justification for this action: All EKU students are required to complete at least one writing intensive course prior to graduation. PHI 383W (Health and Biomedical Ethics) will provide a writing intensive course relevant to the majors of students in the sciences, esp. those students who are planning to go to into professional programs in various health care fields, e.g., pre-med, pre-dental, pre-pharmacy,

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.)
PHI 383W Health and Biomedical Ethics. (3) A. <u>Prerequisite: ENG 102 or 105(B) or HON 102. An examination of the value-issues which surround problems that arise in health-related fields and whose resolution calls for moral judgments. Typical problems would include: euthanasia, experimentation with humans, behavior control, genetic engineering, and distribution of health care facilities. Credit will not be awarded for both PHI 383 and PHI 383W</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)*
PHI	383 W	Spring 2011	AS X JS _____ BT _____ EM _____ ED _____ PC _____ HS		PHRE

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 0
3	Lecture 3 Laboratory _____ Other _____	Cip Code (first two digits only) 38

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

		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 105(B) or HON 102
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

Course Prefix and No.	Credit not allowed with PHI 383
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.)

Health & Biomedical Ethics
PHI 383W

Instructor: Dr. Laura Newhart
Office: Case Annex 257
Office Hours: MWF 1:25-2:15pm; TH 3:15-4:00 and by appointment
Contact Information: Phone: 622-2574   E-mail: Laura.Newhart@eku.edu

Catalogue Description: An examination of the value-issues which surround problems that arise in health-related fields and whose resolution calls for moral judgments. Typical problems would include: euthanasia, experimentation with humans, behavior control, genetic engineering, and distribution of health care facilities.

Course Description:

In this course, we will examine the ethical dimensions of the health care professions. The first half of the course will lay the foundations for the analysis and evaluation of ethical dilemmas as they arise within the context of medical practice. These foundations include an understanding of the ethical theories and moral principles which have historically been employed in the resolution of ethical issues in health care and a consideration of the nature of the relationship between the patient and the health care provider. The second half of the course will focus on the application of these foundations to specific moral issues including: 1) biomedical research on humans 2) physician-assisted suicide and active euthanasia 3) abortion 4) surrogacy and alternative reproductive technologies 5) genetic testing and therapy 6) stem cell research and 7) human cloning.

Course Format:

Class time will be divided between lecture, discussion, collaborative group projects, case studies, and audio-visual material. Each student is expected to read the material and to be prepared to discuss it in an informed manner during the class period for which it is assigned.

Student Learning Outcomes for PHI 383
1. To develop an understanding of the normative ethical theories and perspectives, concepts, and medical and social facts that comprise the background of some of the most recalcitrant ethical issues within the practice of medicine.

2. To apply these ethical frameworks, concepts, and facts to the analysis, evaluation, and possibly evaluation of these medical ethical issues.

3. To effectively articulate in written form the analyses, evaluations, and resolutions of these medical ethical issues and to recognize effective writing strategies.

4. To express these analyses, evaluations, and resolutions in an engaging, informative, and interesting presentation before an audience.

Required Texts:

Thomas A. Mappes and David DeGrazia, <u>Biomedical Ethics</u>. 6th Edition. McGraw-Hill, 2006.

Gregory E. Pence, <u>Medical Ethics: Account of Cases that Shaped and Defined Medical Ethics</u>. 5th Edition. McGraw-Hill, 2008.

Jodi Picoult, <u>My Sister's Keeper: A Novel</u>. Washington Square Press, 2005.

Course Requirements and Grading:

Your grade for the course will be determined by:

(1) 2 Exams (15% each)	30%
(2) Medical Ethics Committee Meeting Presentations	30%
(3) Book Review	10%
(4) Final Paper	30%

(1) **2 Exams:** The **first** exam will cover the ethical theories and moral principles covered in the first 1/4 of the semester (Chapter 1 in the text). The first exam will be graded and returned before midterm. It is scheduled to take place on **Tuesday February 9, 2010.** The **second** exam will cover the concepts and issues surrounding the relationship between the patient and the health care provider(s) covered during the second 1/4 of the semester (Chapters 2-3 in the text). It is scheduled to take place on **Thursday March 18, 2010**. The exams will be made up of multiple choice, true/false, fill in the blank, and short answer questions.

(2) **Medical Ethics Committee Meeting Presentations:** You will be given the chance to use the theoretical tools and reasoning skills that you will acquire in the first half of the semester by participating in a medical ethics committee meeting presentation with 1 or 2 other members of the class on a specific biomedical issue during the second half. Each ethics committee will be responsible for presenting and resolving before the class a recent (within the past 2 years), real-life case dealing with **one** of the following issues: Human Subjects, Physician-Assisted Dying, Abortion, Assisted Reproduction, Genetic Testing and Therapy, Stem Cell Research, or Reproductive Cloning. First, each person on the committee will be responsible for reporting on particular aspects of the issue, e.g., legal, historical, ethical, or medical, drawing on information from the relevant chapter in *Classic Cases in Medical Ethics*. Then, the committee will present the contemporary case dealing with the issue and give the rest of the class time to ask questions concerning the background material and the case. Finally, the committee will resolve the issue by consensus and give reasons for their resolution. 10% of each committee member's final grade will be made up by the medical ethics committee meeting presentation.

Each group will be required to hand in a written account of the individual background presentations, the contemporary case, and the resolution arrived at during their medical ethics committee meeting presentation. 10% of each committee member's final grade will be made up by this written account.

Finally, each member of the class present during a medical ethics committee meeting presentation will fill out a questionnaire with the following questions on it: 1)

Do you agree with the committee's resolution? 2) Why or why not? 3) If you disagree, how would you resolve the case? You will receive 2 points for each questionnaire that you fill out. The total number of points you accrue for these questionnaires will count for 10% of your final grade.

Thus, the Medical Ethics Committee Meeting Presentations are worth 30% of your final grade.

(3) **Book Review:** You will be asked to choose a concept or theory from health and biomedical ethics that we've covered in class and apply it to the characters, plot and themes of <u>My Sister's Keeper</u> in a 1250-1500 word (5-6 pages) **typed** double spaced book review. Your book review will be evaluated on the basis of the appropriateness of the concept or theory you choose, the quality of your explanation of the concept or theory, the depth and detail of your application of the concept or theory to the novel, and the organizational structure of your book review. Correctness in terms of grammar, punctuation, spelling, and typing is considered a given. The book review is worth 10% of your final grade and is due the last day of class **Thursday, March 25, 2010**.

(4) **Final Paper:** You will be asked to write a 9-11 page, double-spaced, typed paper in which you apply the relevant ethical theories, moral principles, and factual knowledge covered in class to one of the ethical issues listed in the course description. Your paper should draw upon readings done in class as well references found through outside research. As a writing intensive course, we will spend a significant amount of time and effort in class working on the development of the final paper. Writing instruction sessions covered in class include: Brainstorming Topics and Introductions; Making Effective Use of Background Material; Literature Review, including effective citation and documentation of sources and library instruction on searching databases; and Application of Background Material and Literature Review with an eye toward a resolution of the ethical issue. During the writing process, the different sections of your paper will be subject to peer and instructor review. A rough draft of your final paper is due on **Thursday, April 22**. The rough draft with substantial feedback from the instructor will be returned during an individual conference to be scheduled during the last week of classes. Your final paper is due during the final exam period which is **Tuesday, May 4 from 1:00-3:00.**

(5) **Extra Credit:** You will have opportunity to earn up to 5 points of extra credit toward your final grade by earning 1 point of extra credit for every news item concerning a medical ethical issue that you bring in and briefly present to the rest of the class. You may only present one news item per week, and each news item must be dated from the week in which you present it.

Grading Policy:
　　　Out of a possible total of 100 points:

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

By the last day to withdraw from the course, March 19, you will have received feedback on your grade in the form of your grade on the first exam.

All major written assignments, including the Book Review, the Committee Presentation Written Report, and the Final Paper will be assessed as applicable on the basis of the standards specified on the rubric at the end of this syllabus in addition to those criteria listed in the individual assignment descriptions.

For the final individual writing project, you must send an electronic copy to laura.newhart@eku.edu by May 7. (1) The document must be in Microsoft WORD; (2) You must include your ID number on the document. A copy of this document will be sent to a committee to evaluate the overall success of writing-intensive courses. Your ID number will allow the University to track students' progress over time, without seeing your name. Very rarely, a paper may be printed to use for training purposes. When this occurs, the ID number is removed before printing.

Attendance and Participation: In order for the course to be a success, we need the presence and valuable contributions of all of its members. Therefore, after 3 absences, the instructor reserves the right to begin deducting points off of your final grade up to a maximum of 10% of your final grade.

Important Notes:
1. The instructor reserves the right to modify this syllabus if it will better meet the goals and objectives of the course.

2. 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. Questions regarding the policy may be directed to the Office of Academic Integrity.

3. 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.

4. An official EKU email account is established for each registered student, each faculty,

and each staff member. All university communication sent via email will be sent to their EKU email address.

Syllabus

Introduction

Ethical Theories

Alternative Directions and Methods

Fundamental Concepts and Principles

The Physician-Patient Relationship

Truth-Telling and Informed Consent

Multiculturalism and Contested Therapies

Hospitals, Nurses, and Medical Confidentiality

		The Role and Responsibilities of Nurses	pp. 173-192
H	3/4	Families and Medical Decision Making	pp. 192-210
T	3/16	Confidentiality	pp. 211-223
		Group Project: The Tarasoff Case	
H	3/18	**Exam 2**	

Human Research

T	3/23	Ethical Codes	pp. 224-240
		"Vulnerable" Populations	pp. 240-257
		Video: *Miss Evers Boys*	
		Writing Instruction Session: Topics and Introduction	
H	3/25	Clinical Trials in Developing Countries	pp. 266
		Video: *Miss Evers' Boys* cont.	
		Human Subjects Committee Meeting Presentation	
		Medical Ethics Chapter 11, pp. 216-236/**Book Review Due**	

Active Euthanasia

T	3/30	The Morality of Active Euthanasia	pp. 395-404
		The Supreme Court, Physician-Assisted Suicide...	pp. 404-417
		Writing Instruction Session: Making Effective Use of Background Material	
H	4/1	Physician-Assisted Suicide, Active Euthanasia, ...	pp. 417-447
		Physician-Assisted Dying Committee Meeting Presentation	
		Medical Ethics Chapter 3, pp. 52-73	

Abortion and Maternal-Fetal Conflicts

T	4/6	The Morality of Abortion	pp. 457-483
		Writing Instruction Session: Literature Review	
H	4/8	Abortion and Social Policy	pp. 483-493
		Abortion Committee Meeting Presentation	
		Medical Ethics Chapter 4, pp. 74-95	

Gamete Donation, Surrogacy, and Reproductive Technologies

T	4/13	Intro. to Genetics and Human Reproduction	pp. 511-521
		Gamete Donation and Surrogacy	pp. 553-565
		Video: *The Baby Dance*	
		Writing Instruction Session: Application of Background Material and Literature Review to Issue	
H	4/15	Reproductive Technologies	pp. 532-553
		The Baby Dance cont.	
		Assisted Reproduction Committee Meeting Presentation	
		Medical Ethics Chapter 5, pp. 96-120	

Genetic Testing and Therapy

T	4/20	Reproductive Risk, Prenatal Diagnosis, ...	pp. 521-532
		Preimplantation Genetic Diagnosis	pp. 577-586
H	4/22	Gene Therapy and Genetic Enhancement	pp. 586-614

Ethical Issues and Genetic Disease Committee Presentation

Medical Ethics Chapter 16, pp. 310-328

Rough Draft of Final Paper Due

Stem Cell Research and Human Cloning

T   4/27   Research on Embryonic Stem Cells   pp. 493-510
                Battles over Embryos and Stem Cells Committee Presentation
                Medical Ethics Chapter 6, pp. 121-140
H   4/29   Human Cloning   pp. 565-577
                Reproductive Cloning Committee Meeting Presentation
                Medical Ethics Chapter 7, pp. 140-157

Criteria	4-Accomplished *Exceeds Course Expectations*	3-Competent *Meets Course Expectations*	2-Developing *Incomplete in Meeting Course Expectations*	1-Beginning *Inadequate in Meeting Course Expectations*	N/A
Audience/Tone *(GE Goal 1,2)*	*Precisely* demonstrates recognition of audience and sets *relevant* tone. Engages an audience effectively.	*D*emonstrates recognition of audience and sets *relevant* tone most of the time.	Is inconsistent in recognition of audience and setting of *relevant* tone.	Fails to demonstrate recognition of audience and/or set *relevant* tone.	
Organization *Integration* *(GE Goal 2,8)*	*Fairly* and *accurately* synthesizes sources and integrates *relevant* information, with significant *depth* and *breadth*.	*Fairly* and *accurately* synthesizes sources and integrates *relevant* information.	Synthesizes sources and integrates *relevant* information, but is not always *fair* and/or *accurate.*	Does not synthesize sources and/or integrate *relevant* information.	
Organization *Cohesion* *(GE Goal 2,8)*	Organization is *clear* and *logical* (parts make sense together; no contradictions). Organization is creative and engaging.	Organization is *clear* and *logical* (parts make sense together; no contradictions)	Organization is mostly *clear* and *logical* (most parts make sense together; may be some contradictions).	Organization is not *clear* and/or *logical* (parts do not make sense together and/or there are many contradictions).	
Control of Written Language *Sentence Structure/ Syntax* *(GE Goal 1)*	Writing is *clear, accurate,* and *precise* virtually all of the time. Elegant sentence structure; fluid integration of terms.	Writing is *clear, accurate,* and *precise* most of the time.	Writing is *clear* and *accurate* some of the time. May have some awkward sentences.	Writing is rarely *clear* and/or *accurate*. May have many awkward sentences.	
Control of Written Language *Word Choice/ Vocabulary* *(GE Goal 1)*	Uses *accurate, relevant,* and *precise* vocabulary virtually all of the time.	Uses *accurate* and *relevant* vocabulary most of the time.	Limited use of *accurate* and *relevant* vocabulary.	Rarely uses *accurate* and/or *relevant* vocabulary.	

Criteria	4-Accomplished *Exceeds Course Expectations*	3-Competent *Meets Course Expectations*	2-Developing *Incomplete in Meeting Course Expectations*	1-Beginning *Inadequate in Meeting Course Expectations*	N/A
Surface Features *(GE Goal 1)*	Nearly error free, *accurate* use of punctuation, grammar, capitalization, *relevant* citation format, etc.	*Accurately* uses punctuation, grammar, capitalization, *relevant* citation format, etc. with minor or minimal errors that do not interfere with *clarity.*	Major and/or frequent errors in use of punctuation, grammar, capitalization, *relevant* citation format, etc. Errors sometimes interfere with *clarity.*	Major and/or frequent errors in use of punctuation, grammar, capitalization, *relevant* citation format, etc. Errors often interfere with *clarity.*	
Information Literacy *(GE Goal 1)*	Selects *relevant, accurate,* appropriate, *and significant* sources.	Selects *relevant, accurate,* and appropriate sources.	Selects some *relevant, accurate*, and appropriate sources.	Selects virtually no *relevant, accurate,* and/or appropriate sources.	

EASTERN KENTUCKY UNIVERSITY

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521 Lancaster Avenue
Richmond, Kentucky
40475-3102

Ginni.fair@eku.edu
215 Bert Combs Building
(859)622-2927

Associate Professor Laura Newhart
Department of Philosophy and Religion
Case Annex 268
25 August 2010

Dear Laura:

I'm writing to let you know that the TCAC committee has approved your proposal for PHI 383W. We are very happy to be adding this course to those available to students. You are set to go in offering the course as soon as it clears the appropriate levels of approval. The attached document indicates those levels through which your proposal must now travel. As you know, you need to initiate that approval path.

Because this course is part of the TCAC program, it will need to be part of its assessment process. This means two things. First, we ask that for each course, the syllabus would include a statement like the following:

> "For assignment X, you must send an electronic copy to me (either through email or Blackboard) by (time/date). (1) The document must be in Microsoft WORD; (2) You must include your ID number – but NOT your name – on the document. A copy of this document may be sent to a committee to evaluate the overall success of the writing-intensive courses. Your ID number will allow the University to track students' progress over time, without seeing your name. Your paper may also be printed for training purposes. If this occurs, the ID number will be removed before printing."

When the papers are gathered electronically, you, as the instructor, will need to copy them to a CD and sent it to me. In addition, you will need to provide a total of five sample papers from the group for assessment. As a new writing instructor, you will be required to participate in the scoring of those sample papers.

In addition to the Student Learning Outcomes that you and your department have chosen for this course, the syllabus also needs to include the SLOs for the writing intensive courses. There are two:

1. Students will demonstrate a writing process that produces effective documents appropriate to course level.
2. Students will recognize effective writing strategies.

Thanks again for your hard work – and patience! - in making this course a reality. I am attaching a sample Memorandum of Agreement, which will need to be signed when your course is initially offered. I will be back in touch with you once your course clears CAA and is included on Banner as a course that is offered to students. Please note that the benefits for TCAC sometimes change, but the benefits indicated on the attached MOA will be valid AS LONG AS your course is offered by the Fall, 2011 semester.

We are delighted to have you as part of the TCAC community. I or my graduate assistant will be in contact with you as you move your proposal through the necessary committees. If there is anything else I can do to help, please let me know.

Best regards,

Dr. Ginni Fair
Director, TCAC
Assistant Professor, Curriculum and Instruction

Cc: Laura Newhart
         Sara Zeigler

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

Part I

(Check one)	Department Name	Philosophy and Religion
X New Course (Parts II, IV)	College	Arts & Sciences
Course Revision (Parts II, IV)	*Course Prefix & Number	PHI 381
Hybrid Course (TCAC, "S," "W")	*Course Title (30 characters)	Animal Ethics
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 16, 2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes**** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved x Disapproved	10/21/10
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 a new course focusing on animal ethics

A. 2. Effective date: Spring 2011.

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

B. The justification for this action: This course is being created to help support the new Animal Studies program. It is listed as a required course for the B.A. in Animal Studies.

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.)   **<u>PHI 381 Animal Ethics. (3) A.</u>** <u>An examination of major theories of animal welfare and rights; consideration of issues involving the use of animals as food and other goods, animal experimentation, wildlife, endangered species, hunting, animals and sport, pets, and zookeeping.</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)*
PHI	PHI 381	Spring 2011	AS X JS ____ BT ____ EM ____ ED ____ PC ____ HS	PHRE

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. 0
3.0	Lecture 3.0 Laboratory ____ Other ____	Cip Code (first two digits only) 38

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

PHI 381 | Animal Ethics (Spring 2011) | 3 Credit Hours | Department of Philosophy & Religion
CRN: TBD, Time: TBD (on MWF), Room: TBD

Instructor: Matthew Pianalto
E-mail: Matthew.Pianalto@eku.edu
Web: http://people.eku.edu/pianaltom
Office: Case Annex 259
Phone: 859-622-2979
Department Office: 859-622-1400

Spring Office Hours: TBD

I. Catalog Course Description:
An examination of major theories of animal welfare and rights; consideration of issues involving the use of animals as food and other goods, animal experimentation, wildlife, endangered species, hunting and sport, pets, and zookeeping.

II. Student Learning Outcomes:
After completing PHI 381, students should be able to:
1. Comprehend and clearly explain basic philosophical problems in animal ethics and the main philosophical and ethical theories designed to resolve them, as well as the key concepts that shape debates about animal welfare and animal rights.
2. Understand the relationship between views about animal minds and positions on the moral status of animals.
3. Evaluate the merit of various positions on issues in animal ethics, often by applying major theories of animal welfare or animals rights to specific problems.
4. Formulate and express their own views on significant theoretical and practical issues in animal ethics in a manner that is informed by, and critically engaged with, the thinkers, theories, and concepts studied in this course.

III. Required Texts:
Susan J. Armstrong and Richard G. Botzler, eds., *The Animal Ethics Reader*, 2nd Edition, (Routledge, 2008)
Mary Midgley, *Animals and Why They Matter*, (Athens, GA: The University of Georgia Press, [1983] 1998)
Other texts (mostly articles, and possibly some supplementary videos or audio) will be provided via Blackboard or in class

IV. Course Requirements (and % of Final Grade):
- Weekly writing assignments or other small projects (30% overall, 2% each): These assignments will be related to daily classroom activities and may include (but are not limited to) response papers, argument analyses, and small research tasks. These assignments will be posted on Blackboard (and announced in class). Work that meets or exceeds expectations will receive full credit.

- A 6-8 pg paper (25%): To be completed in late April. Students will submit a proposal and bibliography 3-4 weeks before the paper is due, as well as a draft excerpt for comment and revision 1-2 weeks before final paper is due. Some topics may be provided but students will be encouraged to develop their own projects.

- A mid-term take-home exam (20%): To be completed prior to Spring Break. Will include several short answer questions/prompts as well as at least one longer (essay) question; students will be expected to show mastery of key concepts and arguments studied in the first half of the course and be able to engage in critical analysis and synthesis of several thinkers dealing with one overarching issue in animal ethics.

- A final take-home exam (25%): To be completed by the scheduled date of the final exam. Will be similar in format to the mid-term but will have some comprehensive element, such as an additional essay which calls for synthesis and critical analysis of concepts and arguments spanning the entire course.

1

V. Student Evaluation & Student Progress:

The grade for this course will be calculated on a 100-point scale. The following grading scale will be used:

A = 100-90; B = 89.9-80; C = 79.9-70; D = 69.9-60; F = 59.9 or below.

Students will receive written feedback on all written work. In general, feedback will be provided within a week of the due date. Feedback on late work may take longer.

Students may contact the instructor any time to inquire about their current grade in the class. Blackboard will *not* be used to report grades in this class, so students must contact the instructor by e-mail, using their EKU e-mail address. (All electronic communications must be done via the student's EKU account because the instructor cannot verify student identity on non-EKU accounts such as Yahoo!, Gmail, and Facebook.)

Mid-term grades will be reported via EKUDirect, and are due March 4, 2011.

VI. Attendance:

Attendance is essential to student success and regular attendance is expected. Students with 5 or more unexcused absences will receive an F for the course. Students are responsible for providing appropriate documentation in a timely fashion.

VII. Late Work

Arrangements can be made for late work in the event of documented illness, emergencies, University-excused absences, and in other circumstances. Students should make prior arrangements whenever possible. Unexcused late work will be accepted, but may receive reduced credit, at the instructor's discretion. Standard reductions for unexcused and significantly late work will include *half-credit for minor assignments* (response papers and preliminary writing) and *a letter-grade reduction on major assignments* (take-home exams, final paper). (Furthermore, work must not be unreasonably late, e.g. a pile of late response papers at the end of the semester will not be accepted for credit.)

VIII. Academic Integrity Policy (and Student Conduct):

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. (You can also ask the instructor.)

Students are also advised that other forms of dishonesty, such as falsifying documentation about absences, will not be tolerated in this course, and constitute violations of the University's General Regulations Concerning Student Behavior: http://www.studentjudicial.eku.edu/regulations.php (#16).

In this course, the default sanction for any confirmed case of academic dishonesty and other serious forms of misconduct is that the student will receive an F for the course. Suspected violations of the academic integrity policy will be reported to the Office of Academic Integrity; serious misconduct problems will be reported to the Office of Student Rights and Responsibilities.

IX. 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.

X. Last Day to Drop This Course:

The last day you can withdraw from this course with a "W" is Friday, March 18, 2010. EKU policy requires that students wishing to withdraw must consult with the instructor and obtain official permission to withdraw via an official form (which the instructor must sign).

COURSE SCHEDULE: PHI 381 Animal Ethics (Spring 2011)

Readings are listed on the day they will be discussed in class. Readings are from *Animal Ethics* (with inclusive pages given) unless otherwise indicated. Readings available online will be linked on Blackboard (and indicated as BB). A few readings will be provided as fair-use handouts (indicated as HO).

UNIT 1: ANIMALS & ETHICAL THEORY

Week 1 (Jan. 10-14): Animals in (Western) Moral History
M: Introduction
W: *Genesis*, Chs. 1 & 9 (BB)
   Thomas Aquinas, excerpts from *Summa Contra Gentiles* on animals (BB)
F: Immanuel Kant, "Of Duties to Animals" (BB)
   Jeremy Bentham on animals and suffering (BB)

Week 2 (Jan. 17-21): Welfare and Rights-Based Arguments in Defense of Animal Equality
M: **NO CLASS: MLK, JR HOLIDAY**
W: Peter Singer, "Practical Ethics," 36-46
F: Tom Regan, "The Case for Animal Rights," 19-25
   Paola Cavalieri, "Are Human Rights *Human*?" 30-35

Week 3 (Jan. 24-28): Critical Perspectives & Other Possibilities in Animal Ethics
M: Carl Cohen, "Reply to Tom Regan," 26-29
   R.G. Frey, "Rights, Interests, Desires and Beliefs," 55-58
W: Frederike Kaldewaij, "Animals and the Harm of Death," 59-62
F: Josephine Donovan, "Feminism and the Treatment of Animals," 47-54

Week 4 (Jan. 31-Feb. 4): Critical Perspectives & Other Possibilities in Animal Ethics
M: Cora Diamond, "Eating Meat and Eating People" (BB)
W: Elizabeth Anderson, "Animals Rights and the Value of Nonhuman Life" (HO)
F: (continued)

Week 5 (Feb. 7-11): Animal Minds & Emotions
M: Mendl and Paul, "Consciousness, Emotion and Animal Welfare," 71-83
   Daniel Dennett, "Animal Consciousness," 113-119
W: Marian Stamp Dawkins, "Animal Minds and Animal Emotions," 120-125
   Griffin and Speck, "New Evidence of Animal Consciousness," 126-134
F: Bernard Rollin, "Animal Pain," 135-140

Week 6 (Feb. 14-18): Non-Human Persons?
M: Mary Midgley, "Persons and Non-Persons" (BB)
W: Juan Carlos Gómez, "Are Apes Persons?" 169-174
   Cavelieri, "Whales as Persons," 204-210
F: Marc Beckoff, "Deep Ethology, Animal Rights, and the Great Ape/Animal Project," 151-156
   Richard Epstein, "The Dangerous Claims of the Animal Rights Movement," 601-604

Week 7 (Feb. 21-25): *Animals and Why They Matter*
M: Midgley, Chs. 1-2
W: Midgley, Chs. 3-4
F: Midgley, Chs. 5-6

Week 8 (Feb. 28-Mar. 4): *Animals and Why They Matter*
M: Midgley, Chs. 7-8
W: Midgley, Chs. 9-10
F: Midgley, Chs. 11-13

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SPRING BREAK: March 7-11
UNIT 2: ISSUES IN ANIMAL ETHICS

Week 9 (Mar. 14-18): Eating Animals
M: James Rachels, "The Basic Argument for Vegetarianism," 260-267
W: David DeGrazia, "Meat-Eating," 219-224
　　Temple Grandin, "Thinking Like Animals," 225-227
　　Temple Grandin, "A Major Change," 228-231
F: Andrew Linzey, "The Bible and Killing for Food," 286-293

Week 10 (Mar. 21-25): Eating Animals
M: Carol J. Adams, "The Rape of Animals, The Butchering of Women," 268-273
　　Kathryn Paxton George, "A Paradox of Ethical Vegetarianism," 274-280
W: Steven Davis, "The Least Harm Principle May Require That Humans Consume […] Large
　　Herbivores," 243-247
　　Peter Wenz, "An Ecological Argument for Vegetarianism"
F: (co　ntinued)

Week 11 (Mar. 28-Apr. 1): Experimenting on Animals
M: Tom Regan, "The Case for Animal Rights," 303-307
　　David DeGrazia, "The Ethics of Animal Research," 308-316
W: Baruch Brody, "Defending Animal Research," 317-325
F: Lynda Birke, "Who—or What—Are the Rats (and Mice) in the Laboratory?" 326-333
　　Petto and Russell, "Humane Education" 344-352

Week 12 (Apr. 4-8): Modifying Animals
M: David Morton, "Some Ethical Issues in Biotechnology Involving Animals," 371-377
　　Robert and Baylis, "Crossing Species Boundaries," 377-386
W: Streiffer, "In Defense of the Moral Relevance of Species Boundaries," 387-389
　　Kevin R. Smith, "Animal Genetic Manipulation: A Utilitarian Response," 390-397
F: Jeffrey Burkhardt, "The Inevitability of Animal Biotechnology?" 398-406

Week 13 (Apr. 11-15): Hunting Animals
M: Lawrence Cahoone, "Hunting as a Moral Good" (BB or HO)
W: Marti Kheel, "The Killing Game: An Ecofeminist Critique of Hunting," 454-463
F: Alastair S. Gunn, "Environmental Ethics and Trophy Hunting," 464-473

Week 14 (Apr. 18-22): Keeping Animals
M: Dale Jamieson, "Against Zoos," 507-512
　　Hutchins, Smith, and Allard, "In Defense of Zoos and Aquariums," 513-521
W: Randall Eaton, "Orcas and Dolphins in Captivity," 497-500
　　Ralph Acampora, "Zoos and Eyes," 501-506
F: Clare Palmer, "Killing Animals in Animal Shelters," 570-578
　　Leigh and Geyer, "The Miracle of Life," 579-582

Week 15 (Apr 25-29): Animals in the Wild
M: J. Baird Callicott, "The Philosophical Value of Wildlife," 439-443
　　Grace Clement, "The Ethic of Care and the Problem of Wild Animals," 444-450
W: Holmes Rolston III, "Duties to Endangered Species" (BB)
F: Vicki Hearne, "Job's Animals" (HO)

FINAL EXAM WEEK: May 2-7:
Final Take-Home Exam due at start of final exam period for this course (TBA)

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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	Philosophy and Religion
New Course (Parts II, IV)	College	Arts and Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	PHI 383
Hybrid Course ("S," "W")	*Course Title (30 characters)	Health and Biomedical Ethics
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 16, 2010	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☐		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved x Disapproved ___	10/21/10
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.)

Specify that credit will not be awarded for both PHI 383 and PHI 383W

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

To prohibit students from getting credit for both PHI 383 and PHI 383W

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.)
PHI 383 Health and Biomedical Ethics. (3)   **A.** An examination of the value-issues which surround problems that arise in health-related fields and whose resolution calls for moral judgments. Typical problems would include: euthanasia, experimentation with humans, behavior control, genetic engineering, and distribution of health care facilities. <u>Credit will not be awarded for both PHI 383 and PHI 383W.</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)*
PHI	383	Spring 2011	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS	

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

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ 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.	PHI 383W (Credit not allowed with)
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	Philosophy and Religion
___ New Course (Parts II, IV)	College	A&S
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Minor in Religion
___ 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	08/16/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [x]		Council on Academic Affairs	
College Curriculum Committee		Approved x Disapproved ___	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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.)

Require all students with a minor in Religion to take 1) REL 301 2) at least 3 hours of "Abrahamic" religions (at least one of the following: REL 305; 306, 315, or 335 and 3) at least 3 hours of "non-Abrahamic" religions (at least one of the following: REL 340, 345, 350, or 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:

These more specific requirements will 1) expand the breadth of student knowledge of religions throughout the world and 2) encourage and enhance student awareness of the diversity of world religions.

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.)

Mɪɴᴏʀ ɪɴ Rᴇʟɪɢɪᴏɴ
(page 96, 2010-2011 *Undergraduate Catalog*)

A minor consists of 18 hours in religion, including at least three hours in<u> each of the following categories: 1) REL 301 2) at least one of REL 305, 306, 315, 335 and 3) at least one of REL 340, 345, 350, 355</u> ~~at least three hours in REL 301, 305, 306, 315, or PHI 240.~~ Three hours of philosophy may be counted in a minor, and if PHI 240 is taken, six hours of philosophy may be counted.

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

Part I

(Check one)	Department Name	Physics and Astronomy
___ New Course (Parts II, IV)	College	Arts and Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	PHY 101
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Concepts of the Physical World
___ 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	8/17/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved X Disapproved	10/21/10
General Education Committee*	10/7/10	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.)

Edit the course description

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 more accurately reflect the student population of the course, content, and course delivery.

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.)

PHY 101 Concepts of the Physical World.
(3) I, II. Prerequisite: Mat 105 or higher. ~~Designed~~
~~primarily for the non-science student.~~ Topics on <u>mechanics, Newton's Laws,</u>
energy, sound, light, electricity, magnetism, and
nuclear phenomena. ~~2 lec/2 lab~~<u>4 lec/lab</u>. Gen. Ed. IVB or
VII (NS). [NS].

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)*
PHY	101	Spring 2010	AS X JS ___ BT ___ EM ___ ED ___ PC ___ HS	PHAS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. ___
	Lecture 2 Laboratory 2 Other ___ 4 Lec/ Lab	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) X	VIII (3)
IB (3)		IIIB (3)	IVB (3) X	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	Psychology
___ New Course (Parts II, IV)	College	A&S
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	B.S. Animal Studies
___ 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		Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** x		Council on Academic Affairs	
College Curriculum Committee	9/20/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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.)

Substitute PHI 381 Animal Ethics for PHI 390 Special Topics in Philosophy: Animal Ethics in the curriculum for the B.S. in Animal Studies program.   The content of PHI 381 is the same as the content of PHI 390 (when the topic of 390 is Animal Ethics).

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: Course can be used to satisfy major requirement in ANS 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.)

Animal Studies (B.S.)
CIP Code: 30.9999

Program Objectives

Animal Studies (ANS) is an interdisciplinary major that concentrates on nonhuman animals, their interactions and relationships with people, and the mutual influences humans and nonhuman animals have on each other's existence, evolution, and history. Students in Animal Studies receive training in sciences, humanities, and applied fields. Within their cross-disciplinary training, students will choose to emphasize at least one of these areas of study. Graduates of the program will gain knowledge of and be able to evaluate ideas about nonhuman animals, humans, and their mutual influences informatively from diverse perspectives. Upon completion of the ANS degree, graduates will be able to (1) analyze contexts and events concerning animals knowledgeably and from diverse points of view; (2) elucidate the motives and consequences for diverse human-animal interactions; (3) evaluate the impacts of human uses of and attitudes toward animals on individuals and communities, and on evolution and history; (4) integrate cross-disciplinary ideas into an awareness of divergent perspectives on animals and humans; and (5) use skills and expertise in understanding animals and humans to obtain employment.

Major Requirements . . . . 53-55 hours

ANS 200, and courses in the following groups:
(1) Arts & Humanities: ANS 320; ~~PHI 390~~; <u>PHI 381</u>; SOC 300; ANS 310, 497, or three hours of a relevant arts or humanities course (12 hours).
(2) Science: ANT 306 or 371; BIO 141; BIO 316 or 550; PSY 333 (14 hours).
(3) Application: AGR 125; ANT 370; LAS 306 or BIO 380; three hours of a relevant applied learning or study abroad course (12 hours).
(4) Capstone: ANS 400 or PSY 401 or other relevant thesis option.
(5). Electives: an additional 9-11 hours in relevant courses, as approved by student's advisor or department head.

Supporting Course Requirements . . . . 10 hours

ANT 120, 201; BIO 121.

General Education Requirements . . . . 39 hours

Standard General Education program, excluding blocks IVA, VB, VII(NS). Refer to Section Four of this *Catalog* for details on the General Education and University requirements

University Requirement . . . . 1-3 hours

GSO 100 or GSD 101.

Free Electives . . . . 13-17 hours
Total Curriculum Requirements . . . . 120 hours

EASTERN KENTUCKY UNIVERSITY

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TO: Council on Academic Affairs

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

SUBJECT: Agenda Items

DATE: October 1, 2010

Please include the attached curriculum proposals onto the agenda for the meeting of the Council on Academic Affairs on October 21, 2010.

AGENDA

	Editorial	**Associate Degree Nursing**	Eff	Page #
1	**Program Revision**	**Associate Degree Nursing**	ASAP	
		Correct program in catalog/banner to match curriculum changed on the following courses - remove NUR112(7), 116(1) and add 114(8) to major requirements		CHS 1

	Course Revision	**Baccalaureate & Graduate Nursing**		
2	NSC332	Remove Prerequisites NSC350, 380	Spring 2011	CHS 2-3
3	NSC350	To remove pre-requisites NSC 350, 380 but leave as co-reqs. - remove of a "C" or better	Spring 2011	CHS 4-5
4	NSC370	**Remove Gen Ed. VIII**	Spring 2011	CHS 6-7
5	NSC380	To remove pre-requisites NSC 332, 350. but leave as co-reqs. - remove of a "C" or better	Spring 2011	CHS 8-9
6	NSC830	Revise course description	Spring 2011	CHS 10-11
7	NSC834	Revise course description	Spring 2011	CHS 12-13
8	NSC880	Revise course description and clarify co-requisite	Spring 2011	CHS 14-15
9	NSC881	Revise course description and clarify co-requisite.	Spring 2011	CHS 16-17

10	NSC882		Revise course description	Spring 2011	CHS 18-19
11	NSC884		Revise course description	Spring 2011	CHS 20-21
12	NSC886		Revise course description	Spring 2011	CHS 22 -23
13	*Program Revision*		**Master of Science in Nursing** II. ADMISSION REQUIREMENTS Application deadline is February 15 for <u>both part-time and full-time in all options</u> ~~summer admission (full-time) and March 15 for fall admission (part-time). Admission may be granted at other times during the year if spaces are available in an option.~~ <u>Applications may be considered at other times during the year, if spaces are available.</u>	Spring 2011	CHS 24

14	*Program Revision*		**Environmental Health Science & Clinical Laboratory Science**		
			<u>**Environmental Health Science BS**</u> Drop PHY131, Add PHY101 and decrease total program hours to 120.	Spring 2011	CHS 25-26
15	*Program Revision*		<u>**MPH – Environmental Health Science Option**</u> Prerequisites – Applicants must have completed at least 12 hours of biology and/or chemistry. **The science backgrounds of the MPH-EHS incoming students would increase their ability to understand and matriculate in the program.** **Prerequisites:** <u>Applicant must have completed at least 12 hours of biology and/or chemistry in their undergraduate program.</u> **III. PROGRAM REQUIREMENTS** **Electives ………………………………………6 hours** **Approved electives include: EHS<u>710,</u> 840, <u>841,</u> 845, 860, ~~870,~~ <u>875,</u> ~~877,~~ 885,~~LPS~~ <u>SSE</u>815, 822.**	Spring 2011	CHS 27-29
16	*Program Revision*		<u>**MPH – Certificate in Industrial Hygiene**</u> Add general and admission requirements to Catalog	Spring 2011	CHS 30-31

	Course Revision		**Exercise and Sport Science**		
17	PHE212		Drop Prerequisite	Spring 2011	CHS32-33
18	*Editorial*		Physical Education BS Correct the total hours in support for the General (Non Teaching Option) from 8 to 9 and free electives from 18-21 to 17-20– HPAD changed the hours on course HEA202 from 2 to 3 so the program hours changed.	Fall 2011	CHS34
19	*Editorial*		Minor in Coaching (Non-Teaching) Change total hours to minor to 20, (HEA202 was changed from 2 hrs to 3 hrs)	Fall 2011	CHS35
20	*Program Revision*		<u>**Master of Science in Physical Education**</u> To make PHE821 a required course for students with the option in Exercise & Wellness	Spring 2011	CHS36

		Health Promotion & Administration		
21	*Course Revision* HEA202	HEA 202 Chged from 2 to 3 credit hours, adding Infant and Child CPR and HEA 203 would be dropped.	Fall 2011	CHS 37-41
22	*Course Dropped* HEA203	DROP COURSE	Fall 2011	CHS42
23	Program Revision	***Health Education - Minor*** Adj. total of minor from 29 to 30 Cr. hrs.	Fall 2011	CHS43
24	Program Revision	***Health Education BS*** Drop HEA203 out of Core - hrs stay the same	Fall 2011	CHS44-45

		Occupational Therapy		
25	*Course Revision* OTS301	To add a co-requisite OTS 432	Spring 2011	CHS 46-47
26	OTS311	To add a co-requisite OTS 432	Spring 2011	CHS 48-49
27	OTS432	To add a co-requisite OTS 301 & 311	Spring 2011	CHS 50-51
28	Program Revision	***Occupation Science BS***	Fall 2011	CHS52-53
	Admission Req.	To add an admission requirement, and to revise and clarify progression and retention in the OS Program. To change the progression requirements (GPA, repeat of prerequisite courses, and hours of course work) to progress into Cycle 1 (Junior year) of the Occupational Science curriculum. Deadlines will be set for admission to the Occupational Science Program.		
29	OTS864	To revise name of course, course description, and prerequisites.	Summer 2011	CHS 54-58

Editorial Change - Curriculum Form *Informational*

Part I

Department Name	Associate Degree Nursing
College	Health Sciences
*Course Prefix & Number	
*Course Title (30 characters)	
*Program Title	Associate Degree Nursing
	(Major _X_, Option ___; Minor ___; or Certificate ___)

*Provide only the information relevant to the proposal.

Original Proposal Approved by the Council on Academic Affairs on	Date:	12/17/09
	CCC 9/8/10	

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

A. 1. Specific action requested:
The paperwork went through CAA 12/17/09 and approved to be effective for Fall 2010 dropping NUR112 and 116(consolidating) and creating NUR114 but the program revision was missing, this is to correct the program in the catalog. Also, add <u>arts or</u> in the general education area by humanities, this is how it was accepted in CARES and how students have always been advised.

A. 2. Effective date: Immediately

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.)

Nursing (A.S.N.)
CIP Code: 51.1601

Major Requirements...37-38 hours
NUR ~~112(7), 116(1),~~ <u>114(8),</u> 124(5), 126(3), 205(1)**, 232(7), 234(3), 242(9), and 255(2).

Supporting Course Requirements...........................23-24 hours
BIO 171*, BIO 273 or CLT 209/CLT 211, BIO 301*, CHE 105/107*, NFA 201*, PSY 200*, and SOC 131*.

General Education Requirements...........................9 hours
Three hours general education <u>arts or</u> humanities, and six hours of English composition.

University Requirement...1 hour
HSO 100.

Total Curriculum Requirements............................70-72 hours
*Courses meeting general education requirements.
**Required of Licensed Practical Nurses Only

Curriculum Change Form

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
___ New Course (Parts II, IV)	College	College of Health Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 332
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Health Assessment and Promotion 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	3/19/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
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 remove pre-requisites NSC 350, 380.

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

Clean up registration process in Banner so students cannot drop co-requisite class and stay enrolled in clinical course. Department will control overrides on an individual basis.

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.)

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.)

NSC 332 Health Assessment and Promotion II, (2) I, II, A. Prerequisites: NSC 232, 242, and 252 with a grade of "C" or better and admission to the baccalaureate nursing major. ~~Pre-requisite or~~ Corequisite: NSC 350 and 380 ~~with a grade of "C" or better.~~ Development of physical assessment skills and evaluation of health patterns for clients throughout the life cycle.

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)*
NSC	332	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS X	NURB

Credit Hrs.	Weekly Contact Hrs.			Repeatable Maximum No. of Hrs. _____
	Lecture _____	Laboratory _____	Other _____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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.	NSC 350 and 380
Course Prefix and No.	

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

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

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

Course Prefix and No.	~~Prerequisite or Co-requisite: NSC 350 and 380 with a grade of "C" or better.~~
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

Curriculum Change Form

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
_ New Course (Parts II, IV)	College	College of Health Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 350
_ Hybrid Course ("S," "W")	*Course Title (30 characters)	Pathophysiology
_ 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	3/19/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes**** [ ] **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
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 remove pre-requisites NSC 332, 380.

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

Clean up registration process in Banner so students cannot drop co-requisite class and stay enrolled in clinical course. Department will control overrides on an individual basis.

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.)

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.)

NSC 350 Pathophysiology. (3) I, II, A. Prerequisites: NSC 232, 242, and 252 with a grade of "C" or better and admission to the baccalaureate nursing major. ~~Pre-requisite or~~ Corequisite: NSC 332 and 380 ~~with a grade of "C" or better.~~ Provides a framework for interpreting structural and functional changes associated with disease, facilitating critical thinking and decisions making required of the professional nurse.

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)*
NSC	350	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS X	NURB

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture _____ Laboratory _____ Other _____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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.	NSC 332 and 380
Course Prefix and No.	

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

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

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

Course Prefix and No.	~~Prerequisite or Co-requisite: NSC 332 and 380 with a grade of "C" or better.~~
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

Curriculum Change Form

Part I

(Check one)		Department Name	Baccalaureate & Graduate Nursing
	New Course (Parts II, IV)	College	Health Sciences
X	Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 370
	Hybrid Course ("S," "W")	*Course Title (30 characters)	Health Disparities
	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	3/19/10	Graduate Council*	N/A
Is this a SACS Substantive Change? **Yes**** □ **No** X		Council on Academic Affairs	
College Curriculum Committee	3/29/10	Approved x Disapproved	10/21/10
General Education Committee*	9/2/10	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:

Remove this course from Block VIII General Education (Race, Gender, and Sexuality Theme).

A. 2. Effective date: Fall 2011

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

B. The justification for this action:

The course has not been offered since its approval for GE (fall 2006). It is not fair to students to list a course option in a theme when the Department cannot offer 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

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

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

NSC 370 Health Disparities. (3) A. Prerequisite: junior standing or departmental approval. Explores the social, economic, political and historical context of health disparities experienced by groups with an emphasis on racial/ethnic, gender and socioeconomic aggregates. Explores contributing factors and potential solutions to domestic and global health disparities. ~~Gen. Ed. VIII~~.

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)*
NSC	370	Fall 2010	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS x	NURS

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture ____ Laboratory ____ Other ____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR ____ JR x ____
			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 ____	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.	junior standing 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) ̶X̶
IB (3)		IIIB (3)	IVB (3)	VB (3)		VII (3)	VIII (3)
IC (3)				VC (3)			

Curriculum Change Form

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
New Course (Parts II, IV)	College	College of Health Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 380
Hybrid Course ("S," "W")	*Course Title (30 characters)	Adult Health Nursing 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	3/19/2010	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
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 remove pre-requisites NSC 332, 350.

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

Clean up registration process in Banner so students cannot drop co-requisite class and stay enrolled in clinical course. Department will control overrides on an individual basis.

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.)

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.)

NSC 380 Adult Health Nursing I. (4) I, II. Prerequisites: NSC 232, 242, and 252 with a grade of "C" or better and admission to the baccalaureate nursing major. ~~Pre-requisite or~~ Corequisite: NSC 332 and 350 ~~with a grade of "C" or better.~~ Uses nursing process to develop practice solutions for selected adult health issues.

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)*
NSC	380	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS X	NURB

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture ____ Laboratory ____ Other ____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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.	NSC 332 and 350
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.	~~Prerequisite or Corequisite: NSC 332 and 350 with a grade of "C" or better.~~
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

Curriculum Change Form

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
New Course (Parts II, IV)	College	Health Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 830
Hybrid Course ("S," "W")	*Course Title (30 characters)	Advanced Pharmacology
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	3/19/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒	Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	N/A	Faculty Senate**	NA
Teacher Education Committee*	N/A	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: Revise course description

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

The certifying body for nurse practitioners requires that students be educated across the life span in order to be eligible to sit for the certification exam. Adding this language to the course description is required to clearly show we are currently meeting this requirement.

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.)

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.)

NSC 830 Advanced Pharmacology (3) A. Prerequisite: admission to MSN program or department approval. Application of pharmacotherapeutic principles to the treatment and management of conditions ~~within the scope of advanced nursing practice and frequently encountered in the rural primary health care setting~~ <u>across the life span</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)*
NSC	830	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS x	NURB

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture ____ Laboratory ____ Other ____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____
			SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	
		Thesis	**FOR BANNER USE ONLY**
		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 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

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
New Course (Parts II, IV)	College	Health Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 834
Hybrid Course ("S," "W")	*Course Title (30 characters)	Advanced Pathophysiology
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	3/19/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** [ ] **No** x		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	N/A	Faculty Senate**	NA
Teacher Education Committee*	N/A	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: Revise course description

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

The certifying body for nurse practitioners requires that students be educated across the life span in order to be eligible to sit for the certification exam. Adding this language to the course description is required to clearly show we are currently meeting this requirement.

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.)

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.)

NSC 834 Advanced Pathophysiology (3) A. Prerequisite: admission to MSN program or department approval. Application of advanced ~~principles of~~ pathophysiology to the diagnosis and treatment of conditions ~~within the scope of advanced nursing practice and frequently encountered in the rural health care setting~~ <u>across the life span</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)*
NSC	834	Spring 2011	AS ___ JS ___ BT ___ EM ___ ED ___ PC ___ HS x	NURB

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture ___ Laboratory ___ Other ___	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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

Part I

(Check one)		Department Name	Baccalaureate & Graduate Nursing
	New Course (Parts II, IV)	College	Health Sciences
x	Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 880
	Hybrid Course ("S," "W")	*Course Title (30 characters)	Rural PMHNP 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	3/19/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	N/A	Faculty Senate**	NA
Teacher Education Committee*	N/A	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: Revise course description and clarify co-requisite.

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

The certifying body for nurse practitioners requires that students be educated across the life span in order to be eligible to sit for the certification exam. Adding this language to the course description is required to clearly show we are currently meeting this requirement and to clarify co-requisite to minimize students' potential confusion.

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.)

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.)

NSC 880 Rural PMHNP I (2) A. Prerequisites: NSC 830, NSC 832, NSC 834, NSC 840 and HEA 855, each with a minimum grade of "B". Corequisite: NSC 800 <u>and 881</u>. ~~Prerequisite/Corequisite: NSC 881 with a minimum grade of "B."~~ Theoretical and diagnostic knowledge necessary to diagnose and treat psychiatric disorders ~~of adults~~ <u>across the life span</u>. Competencies in working with individuals are developed.

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)*
NSC	880	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS x	NURB

Credit Hrs.	Weekly Contact Hrs.			Repeatable Maximum No. of Hrs.
	Lecture ____	Laboratory ____	Other ____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR ____ JR ____ SO ____ SR ____
		Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable	**FOR BANNER USE ONLY** Date of data entry _____
		Thesis	
		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.	NSC 800 and 881.
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.	~~Prerequisite/Corequisite: NSC 881 with a minimum grade of "B."~~
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	

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

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

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

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

Curriculum Change Form

Part I

(Check one)		Department Name	Baccalaureate & Graduate Nursing
	New Course (Parts II, IV)	College	Health Sciences
x	Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 881
	Hybrid Course ("S," "W")	*Course Title (30 characters)	Applied Psychopharmacology
	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	3/19/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	N/A	Faculty Senate**	NA
Teacher Education Committee*	N/A	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: Revise course description and clarify co-requisite.

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

The certifying body for nurse practitioners requires that students be educated across the life span in order to be eligible to sit for the certification exam. Adding this language to the course description is required to clearly show we are currently meeting this requirement and to clarify co-requisite to minimize students' potential confusion.

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.)

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.)

NSC 881 Applied Psychopharmacology (2) A. Prerequisites: NSC 830, NSC 832, and NSC 834, each with a minimum grade of "B". <u>Corequisite: NSC 880.</u> Applies theoretical and diagnostic knowledge related to prescribing psychopharmacological treatment of psychiatric disorders ~~in adults~~ <u>across the life span</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)*
NSC	881	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS x	NURB

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
2	Lecture _____ Laboratory _____ Other _____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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.	Corequisite: NSC 880.
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

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
New Course (Parts II, IV)	College	Health Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 882
Hybrid Course ("S," "W")	*Course Title (30 characters)	Rural PMHNP 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	3/19/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** **No** x		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved X Disapproved	10/21/10
General Education Committee*	N/A	Faculty Senate**	NA
Teacher Education Committee*	N/A	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: Revise course description and credit hours earned.

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

The certifying body for nurse practitioners requires that students be educated across the life span in order to be eligible to sit for the certification exam. Adding this language to the course description is required to clearly show we are currently meeting this requirement. Correct catalog, the hours should be 2 not 3.

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.)

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.)

NSC 882 Rural PMHNP II (~~3~~ <u>2</u>) A. Prerequisite: NSC 880 and 881, each with a minimum grade of "B". Corequisite: NSC 800. Theoretical and diagnostic knowledge necessary to diagnose and treat psychiatric disorders ~~of adults~~ <u>across the life span</u>. Competencies in working with families are developed.

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)*
NSC	882	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS x	NURB

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
2 3	Lecture ____ Laboratory ____ Other ____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR ____ JR ____ SO ____ SR ____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
New Course (Parts II, IV)	College	Health Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 884
Hybrid Course ("S," "W")	*Course Title (30 characters)	Rural PMHNP III
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	3/19/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** **No** x		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	N/A	Faculty Senate**	NA
Teacher Education Committee*	N/A	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: Revise course description

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

The certifying body for nurse practitioners requires that students be educated across the life span in order to be eligible to sit for the certification exam. Adding this language to the course description is required to clearly show we are currently meeting this requirement.

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

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.)

NSC 884 Rural PMHNP III (3) A. Prerequisite: NSC 882 with a minimum grade of "B". Corequisite: NSC 800. Theoretical and diagnostic knowledge necessary to diagnose and treat psychiatric disorders ~~of adults~~ <u>across the life span</u>. Group skills, community resources and the context of professional practice are examined.

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)*
NSC	884	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS x	NURB

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture ____ Laboratory ____ Other ____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR ____ JR ____ SO ____ SR ____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
___ New Course (Parts II, IV)	College	Health Sciences
x Course Revision (Parts II, IV)	*Course Prefix & Number	NSC 886
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Rural PMHNP Internship
___ 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	3/19/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	N/A	Faculty Senate**	NA
Teacher Education Committee*	N/A	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: Revise course description

A. 2. Effective date: Spring 2011

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

B. The justification for this action:

The certifying body for nurse practitioners requires that students be educated across the life span in order to be eligible to sit for the certification exam. Adding this language to the course description is required to clearly show we are currently meeting this requirement.

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.)

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.)

NSC 886 Rural PMHNP Internship (6) A. Prerequisite: NSC 884 with a minimum grade of "B" and seven hours of NSC 800. Prerequisite/Corequisite: NSC 842, with a minimum grade of B. Synthesis of theoretical and diagnostic knowledge to promote mental health~~,~~ <u>and</u> maintain mental health~~, and prevent mental illness~~ <u>across the life span</u>. Systematically examines opportunities for improving PMHNP practice.

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)*
NSC	886	Spring 2011	AS _____ JS _____ BT _____ EM _____ ED _____ PC _____ HS x		NURB

Credit Hrs.	Weekly Contact Hrs.			Repeatable Maximum No. of Hrs.
	Lecture _____	Laboratory _____	Other _____	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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 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

Part I

(Check one)	Department Name	Baccalaureate & Graduate Nursing
New Course (Parts II, IV)	College	Health Sciences
Course Revision (Parts II, IV)	*Course Prefix & Number	
Hybrid Course ("S," "W")	*Course Title (30 characters)	
Course Dropped (Part II)	*Program Title	Master of Science in Nursing
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	March 19, 2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** x		Council on Academic Affairs	
College Curriculum Committee	**9/8/10**	Approved x Disapproved ___	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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: Move fall (part-time) application deadline from March 15th to February 15th.

A. 2. Effective date: Fall 2011

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

B. The justification for this action: To better coordinate admission process, we will have one admission deadline for both full and part time applications.

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

MASTER OF SCIENCE IN NURSING CIP Code: 51.1601   Page 82, 2010-11 Graduate Catalog
II. ADMISSION REQUIREMENTS

   Minimum requirements for admission in the program include 1) a baccalaureate degree in nursing from a nationally accredited program, 2) a free and unrestricted R.N. license in Kentucky (or a recognized compact state) with no Kentucky Board of Nursing imposed restrictions on practice, voluntary or otherwise, 3) an undergraduate GPA of at least 2.75 (4.0 scale) cumulative or in last 60 hours, and (4) a three hour graduate or undergraduate course in statistics with a grade of "C" or higher. Admission is competitive and limited to available space. In addition to the above criteria, consideration is also given to the applicants' scores on either the sub-tests of the Graduate Record Examination general test or the Miller Analogies Test, the student's statement of Personal and Professional Objectives submitted with the Graduate School application and also with the department application, the three required professional references, and the rural nature of the site identified for matriculation or proposed for future practice. Application deadline is February 15 for both part-time and full-time in all options summer admission (full-time) and March 15 for fall admission (part-time). Admission may be granted at other times during the year if spaces are available in an option. Applications may be considered at other times during the year, if spaces are available.

Curriculum Change Form

Part I

(Check one)	Department Name	Environmental Health Science
_ New Course (Parts II, IV)	College	Health Science
_ Course Revision (Parts II, IV)	*Course Prefix & Number	
_ Hybrid Course ("S," "W")	*Course Title (30 characters)	
_ Course Dropped (Part II)	*Program Title	Environmental Health Science 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	5/7/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** [ ] **No** [X]		Council on Academic Affairs	
College Curriculum Committee	**9/8/10**	Approved x Disapproved ____	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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: Drop PHY131, Add PHY101 and decrease total program hours to 120. And edit program of what was already put through and need to change in catalog

A. 2. Effective date: Fall 2011

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

B. The justification for this action: Drop PHY131 from support because the prerequisite was changed, add PHY101 in it's place and adjust the free electives to decrease the total hours in the program to 120 to fall in line with the other Bachelor programs in our college.

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

Environmental Health Science (B.S.)
CIP Code: 15.0506

Major Requirements…………………………………………………………………………46 hours
EHS280, 285, 300, 330, 335, 340, 360, 370, 380, 410, 425, 440, 460, 463 AND 485

Supporting Course Requirements...38-39 ~~40~~ hours
AGR 215, BIO 121(4), 301, 320(4) or CLT 209 and CLT 211(2); CHE 111/~~115~~ 111L(1), 112/~~116~~ 112L(1), 361, 361L ~~366~~(1); GEO 353; STA 215; MAT 107 or 109 or 108* or 261; and PHY ~~131~~ 101**.

General Education Requirements……………………………………………….……30 hrs
Standard General Education program, excluding blocks II, IVA, IVB, VII(qs), VII(ns) and VIII (6 hours). Refer to section of this Catalog for details on the General Education and University Requirements.

University Requirement………………………………………………………………1 hour
HSO100

Free Electives…………………………………………………………………..4-5 ~~10-16~~ hours

Total Curriculum Requirements……………………………………………………120   ~~128 hours~~

*A minimum score of 22 on the mathematics portion of the ACT or 530 on the mathematics portion of the SAT.

** If the student plans on entering graduate school upon receiving the baccalaureate degree in Environmental Health Science, PHY 131 may be required by some Universities. MAT 108 is a pre-requisite for PHY 131.

Curriculum Change Form

Part I

(Check one)	Department Name	Environmental Health Science
___ New Course (Parts II, IV)	College	Health Science
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	MPH – Environmental Health Science Option
___ 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	4/23/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** ☐ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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: Prerequisites – Applicants must have completed at least 12 hours of biology and/or chemistry.

A. 2. Effective date: Fall 2011

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

B. The justification for this action: The science backgrounds of the MPH-EHS incoming students would increase their ability to understand and matriculate in the program.

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**

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

MASTER OF PUBLIC HEALTH (Page 80, 2010-11 Graduate Catalog)
PROGRAM
CIP Code: 51.2201
Dr. Carolyn Harvey, ~~Interim~~ MPH Director
www.mph.eku.edu
(859) 622-4967

II. ADMISSION REQUIREMENTS
Clear admission to the MPH program requires a baccalaureate
degree from an accredited institution with a minimum 2.5 grade
point average, satisfactory performance on the Graduate Record
Exam (GRE) with a combined verbal and quantitative score of
800, or a Miller Analogy Test (MAT) score of 385. A TOEFL score
of at least 580 (237 computerized) is also required for international
applicants. Satisfying the minimum entrance requirements does not
guarantee admission.

To apply:
Submit the following directly to the MPH Program Director:
• MPH application (see www.mph.eku.edu);
• Statement of personal and professional objectives (1 1/2 to
2 pages); and
• 3 letters of recommendation from employers and/or
previous professors.
Send all other application materials directly to the Graduate
School office:
• Graduate School application and fee;
• Official transcripts;
• GRE or MAT scores; TOEFL score.

This part was just to show the changes made in catalog so there is a record of the proposal-
this was created prior to the catalog coming out

(Page 84)

DEPARTMENT OF
ENVIRONMENTAL HEALTH
SCIENCE
Mr. Worley Johnson, Acting Chair
Dr. Gary Brown, Graduate Coordinator/Advisor
www.health.eku.edu/ehs/
(see link to www.mph.eku.edu)
(859) 622-3078

I.   **GENERAL INFORMATION**

The Department of Environmental Health Science is one of two departments that participate in the Master of
Public Health (MPH) program. The department houses the MPH: Environmental Health Science option. The
program is tailored to meet the needs of the individuals working in or planning to work in a public health
profession.
~~The Department of Environmental Health Science also provides courses in conjunction with the College of~~
~~Arts and Sciences leading to a Masters of Public Administration degree with an Environmental Health~~
~~Science option.~~ *(NOTE: this is an edit – this option no longer exists and should be removed from the catalog)*

II. ADMISSION REQUIREMENTS

Clear admission to the MPH program requires a baccalaureate degree from an accredited institution with a minimum 2.5 grade point average, satisfactory performance on the Graduate Record Exam (GRE) with a combined verbal and quantitative score of 800, or a Miller Analogy Test (MAT) score of 385. A TOEFL score of at least 580 (237 computerized) is also required for international applicants. Satisfying the minimum entrance requirements does not guarantee admission.

Prerequisites: Applicant must have completed at least 12 hours of biology and/or chemistry in their undergraduate program.

To apply:

Submit the following directly to the MPH Program Director:
• **MPH application (see** www.mph.eku.edu**);**
• **Statement of personal and professional objectives (1 1/2 to 2 pages); and**
• **3 letters of recommendation from employers and/or previous professors.**

Send all other application materials directly to the Graduate School office:
- **Graduate School application and fee;**
- **Official transcripts; and**
- **GRE or MATscores; TOEFLscore.**

Application Deadlines
ll materials must be submitted to the MPH Office no later than:
Fall admission: April 15 — international applicants July 1 — domestic applicants
Spring admission: October 15 — domestic and international applicants

II.   PROGRAM REQUIREMENTS

CIP 51.2202

MPH Core Courses...21 hours
EHS 850, HEA810, 816, 830, 855, EHS 825, and EHS 800 or
HEA840.
Environmental Health Option Required Courses............9 hours
EHS 855, 865, and 880.
Electives..6 hours
Approved electives include: EHS710, 840, 841, 845, 860, 870, 875, 877, 885,LPS SSE815, 822.
Practicum...3 hours
EHS 863.
Research...3 hours
EHS 890: Independent Study in Health Science
Capstone...1 hour
MPH 895.
Total Credit Hours/MPH: EHS Option..........................43 hours

Curriculum Change Form

Part I

(Check one)	Department Name	Environmental Health Science
_____ New Course (Parts II, IV)	College	Health Science
_____ Course Revision (Parts II, IV)	*Course Prefix & Number	
_____ Hybrid Course ("S," "W")	*Course Title (30 characters)	
_____ Course Dropped (Part II)	*Program Title	
_____ New Program (Part III)		MPH – Certificate in Industrial Hygiene
X Program Revision (Part III)		(Major ___, Option ___; Minor ___; or Certificate _X_)
_____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	4/23/2010	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** [ ] **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved X Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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: Add general and admission requirements to Catalog

A. 2. Effective date: Fall 2011

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

B. The justification for this action:

Add admission requirements to Certificate program

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

Certificate of Industrial Hygiene
CIP ~~15.0701~~ 51.2206

I. GENERAL INFORMATION

~~The Graduate Certificate in Industrial Hygiene is designed for both degree-seeking and certificate-seeking students. The degree-seeking student may apply the certificate courses toward their degree and earn the official EKU Graduate Certificate in Industrial Hygiene. The students will be approved through the Graduate School the Non-Degree Admissions – Certification Admission graduate application process including an acceptable GPA from an accredited college of university.~~

The College of Health Sciences through the Master of Public Health in Environmental Health offers a Master's level Certificate in Industrial Hygiene. The Certificate program is designed for both degree seeking and Certificate ~~non-degree~~ seeking students. The number of credit hours required for completion is 18 hours of which 9 hours can be used as electives in the MPH-EHS graduate program.

II. ADMISSION REQUIREMENTS
 Minimum requirements for admission include: ~~to the certificate program for non degree seekers and degree seekers:~~

1. ~~Admission to the graduate school as a non-degree seeking student through the certificate application process.~~
2. ~~And an undergraduate degree with minimum of 12 hours of biology and /or chemistry.~~

1.   Admission to the Graduate School
2.   A bachelor of science degree from a nationally- accredited program
3.   A minimum of 12 hours of biology and/or chemistry

III. PROGRAM REQUIREMENTS

Curriculum Requirements
Total Requirements …..............................……18 hours
          EHS 710, 840, 841, 865, 875, and 885

Curriculum Change Form

Part I

(Check one)	Department Name	Exercise & Sport Science
___ New Course (Parts II, IV)	College	College of Health Science
X Course Revision (Parts II, IV)	*Course Prefix & Number	PHE212
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Care and Prevention of Athletic and Exercise Injuries
___ 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	4/7/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes**____ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

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

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

A. 1. Specific action requested:

Drop Prerequisite

A. 2. Effective date: Spring 2010 or ASAP (in banner) to correct so no more exceptions have to be created.

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

B. The justification for this action:

Drop the prerequisite in banner to match the catalog which is correct

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

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

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

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

PHE 212 Care and Prevention of Athletic and Exercise Injuries. (3) I, II. ~~Prerequisite: BIO 171~~.
Overview of the mechanism, prevention, management, and rehabilitation of athletic and exercise injuries.
Practical experiences include the application of supportive techniques to the major joints of the body.

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

Course prefix (3 letters)	Course Number (3 Digits)	Effective Term (Example: Fall 2001)	College/Division:	Dept. (4 letters)*
PHE	212	ASAP	AS ___ JS ___ BT ___ EM ___ ED ___ PC ___ HS X	ESSC

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

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.	~~BIO 171~~.
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)			

Editorial Change - Curriculum Form

Part I

Department Name	Exercise & Sport Science
College	Health Sciences
*Course Prefix & Number	
*Course Title (30 characters)	
*Program Title	Physical Education BS
	(Major ___, Option __X__; Minor ___; 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: Correct the total hours in support for the General (Non Teaching Option) from 8 to 9 and free electives from 18-21 to 17-20– HPAD changed the hours on course HEA202 from 2 to 3 so the program hours changed.

A. 2. Effective date: 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 underlines for additions.)

Physical Education (B.S.)

CIP Code: 13.1314

Major Requirements...45-49 hours
Core...25-28 hours
PHE 201, 212, 315, 320, 325, 407, 562, 575; PHE 241(1) or 313(2), 340, or Red Cross Lifeguard Certification; current CPR certification at time of graduation; and each student must complete one of the following options:
Options...15-21 hours
General (Non-Teaching)............................20 hours
PHE 301, 327, 383(1), 400, 423, one class from PHE 224 or 305, and two classes from PHE 261(2), 360(2), 361(2), 362(2), and 420(2).
P-12 Teaching...21 hours
PHE 224, 300, 305, 310, 323, 415, 467.
Fitness and Wellness.......................................15 hours
PHE 430, 433, 435, 472(6)*.
Supporting Course Requirements............................17-37 hours
All Options...9 hours
BIO 171 and 301; CIS 212 or CSC 104.
General (Non-Teaching)....................................~~8~~ 9 hours
R EC 102, PHE 180, HEA 202(~~2~~ 3).
Fitness and Wellness..18 hours
N FA 201 and 517; REC 102 or 290, current first aid certification at time of graduation. Select six hours from HEA 315, 380, 480. Select three hours from MGT 301, MKT 301, PHE 530.
Professional Education Requirements
(P-12 Teaching Option).....................................28 hours
EDF 103, 203, 319, ESE 566, EME 465, ESE 490, and EMS 499.
General Education Requirements...........................36-39 hours
Standard General Education program, excluding blocks VI (Physical Fitness & Wellness and General [Non-Teaching] Option only), VII (QS) and VIII (6 hours). Refer to Section Four of this *Catalog* for details on the General Education and University Requirements.
University Requirement...1 hour
HSO 100.
Free Electives..0-21 hours
General (Non-Teaching).................................~~18-21~~ 17-20 hours
Fitness and Wellness.......................................10-13 hours
Total Curriculum Requirements............................120-126 hours

Editorial Change - Curriculum Form

Part I

Department Name	Exercise & Sport Science
College	Health Sciences
*Course Prefix & Number	
*Course Title (30 characters)	
*Program Title	Minor in Coaching (Non-Teaching)
	(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:

Change total hours to minor to 20, (HEA202 was changed from 2 hrs to 3 hrs)

A. 2. Effective date: 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 underlines for additions.)

Minor in Coaching (Non-Teaching)
Minor Requirements..~~19~~ 20 hours
PHE 212, 301, 383(1), 423; HEA 202(~~2~~ 3); two classes from PHE 261(2), 360(2), 361(2), 362(2), 420(2); one class from PHE 224, 305. Current CPR certification required at the time of graduation.

Curriculum Change Form

Part I

(Check one)	Department Name	Exercise & Sport Science
___ New Course (Parts II, IV)	College	College of Health Science
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Master of Science in Physical Education
___ New Program (Part III)		(Major ___, 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	4/7/10	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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: To make PHE821 a required course for students with the option in Exercise & Wellness

A. 2. Effective date: Fall 2011

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

B. The justification for this action: The course is a core class in most other exercise and wellness graduate programs and is crucial for students who are pursuing a career in this chosen field

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

Exercise and Sport Science Foundations.........................15 -18 hours
PHE 800 or EPY 869 and select 12-15 additional hours from:
PHE 762, 810, 812, 814, 821, 822, 823, 825, 831, 833, 848, 851, 852, 865, 869, 875, 891, 895.
Select one of the following options....................................12-15 hours
Exercise and Sport Science Option
Select one 800 level PHE course (3 hours) plus nine hours of PHE 700 and/or 800 level courses.*
Sports Administration Option
PHE 835, PHE 730, and PHE 870 (6 hours) or PHE 839 (6 hours).
Exercise and Wellness Option
PHE 812, NFA 717, PHE 821, PHE 871 (6 hours).
Total Requirements..30 hours
* A maximum of nine hours of 700 level course works is allowed.
Note: For information on the Master of Arts in Education Degree in Physical Education, see College of Education.
IV. EXIT REQUIREMENTS
Thesis — The thesis is optional in this program.
Comprehensive Examination — Candidates shall perform satisfactorily on a written examination of their program of study.

Curriculum Change Form

Part I

(Check one)	Department Name	Health Promotion and Administration
___ New Course (Parts II, IV)	College	Health Sciences
XX Course Revision (Parts II, IV)	*Course Prefix & Number	HEA 202
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Safety and First Aid (current title)
___ Course Dropped (Part II)	*Program Title	
___ 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	09-01-10	Graduate Council*	na
Is this a SACS Substantive Change? **Yes****** ___ **No** XX		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
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: Change credit hours for course from 2 to 3, change course name and description to reflect addition of content to course

A. 2. Effective date: Fall 2011

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

B. The justification for this action:

We currently teach HEA 202 American Red Cross First Aid and Adult CPR with AED, and HEA 203 Adult CPR with AED, Infant and Child CPR. Our students need both classes and so Adult CPR is repeated. The HEA 202 would be moved to 3 credit hours, adding Infant and Child CPR and HEA 203 would be dropped. This would streamline the course for the major.

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

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.)
HEA 202 ~~Safety and First Aid~~<u>Community First Aid and CPR</u>. (~~2~~<u>3</u>) I, II. Instruction and practice in first aid and safety procedures. Includes assessment and first aid procedures regarding life-threatening emergencies, injuries, medical emergencies, and rescues. Focus on prevention, as well as first aid. Includes <u>American Red Cross</u> certification in <u>First Aid,</u> Adult CPR <u>with AED, Child CPR, and Infant CPR</u>. Credit will not be awarded for both HEA 202 and EMC 102.

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)*
HEA	202	Fall 2011	AS ___ JS ___ BT ___ EM ___ ED ___ PC ___ HS XX	HPAD

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs. _____
3 ~~2~~	Lecture 3 ~~2~~ 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>	
		Thesis _____	
		Internship _____	
		Independent Study _____	
		Practicum _____	

FOR BANNER USE ONLY

Date of data entry _____

Data entry person _____

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

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

Course Prefix and No.	
Course Prefix and No.	

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

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

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

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

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

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

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

COLLEGE OF HEALTH, PHYSICAL EDUCATION, RECREATION, AND ATHLETICS
Department of Health Education
Fall 2011 Syllabus

COURSE: HEA 202 - Community First Aid and CPR, CRN:

INSTRUCTOR: Phone:
                                                                                                                    email:

COURSE DESCRIPTION: Instruction and practice in first aid and safety procedures. Includes assessment and first aid procedures
regarding life-threatening emergencies, injuries, medical emergencies, and rescues. Focus on prevention, as well as first aid.
Includes American Red Cross certification in First Aid, Adult CPR with AED, Child CPR, and Infant CPR. Lecture and
practical instruction in meeting emergencies of all types with emphasis on methods of rescue, breathing, bleeding control,
poisons, burns, shock, and accident problems in the home, school, recreational settings, work, and on the highway.

CREDIT HOURS: 3 undergraduate hours

TEXT: First Aid/CPR/AED for Schools and the Community; Copyright 2006 The American Red Cross
                StayWell ISBN 1-58480-300-2

STUDENT LEARNING OUTCOMES:

Through the completion of the course, students acquire will be able to:
1.   Identify the safety practices for the prevention of injury or illness resulting from daily orientation and exposure to
        dangerous situations at home, on the roadways, in the workplace, at school, or during leisure time.
2.   Practice safety-consciousness.
3.   Act properly or administer the correct first aid in an emergency situation.
4.   Execute a logical and calm performance in an emergency situation.
5.   Reduce the risk of dying from a heart attack.
6.   Recognize the signals of a heart attack, and give first aid in order to reduce the risk of cardiac arrest.
7.   Provide CPR to keep the brain and heart of a cardiac arrest victim supplied with oxygen until advanced emergency
        medical care arrives.
8.   Give first aid for choking and other breathing emergencies that could lead to cardiac arrest.
9.   Use their community's emergency medical services (EMS) system effectively.

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.

COMMUNICATION:
        The student's EKU email account will be the official means of communication.

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*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.*

COURSE EVALUATION:

Skill Evaluations	35%
Exam #1	30%
Exam #2	30%

GRADE SCALE:

A	90-100%
B	80-89.9%
C	70-79.9%
D	60-69.9%

LEARNING & TRAINING SKILLS:

1. Video - National norms American Red Cross
2. Instructor Lecture - Interpretation of the tape
3. Instructor Demonstration of skill
4. Student performance of the skill
5. Student partner assist and coaching of the skill
6. Instructor critique and coaching of the skill

ATTENDANCE:
1. Regular class attendance is expected of all students.
2. Class attendance will be recorded at the beginning of each scheduled class meeting. When a student is late in getting to class or after attendance has been recorded, the student is responsible to see that the absence is removed from the record IMMEDIATELY AFTER CLASS. Tardies will be considered one-third of an absence.
3. A student missing 20 percent or more of the hours the class meets will be assigned a grade of "F". Twenty percent of absences for the class is interpreted as six (6). This policy may be waived by the instructor, but only when at least half of the absences are due to participation in approved University activities or legitimate medical excuses.
4. At the discretion of the instructor, any time away from class in excess of the number of hours credit allotted to the course may negatively influence the student's grade. One-third of a letter grade will be deducted for each absence over two (2).
5. In the event of an unavoidable absence, the student should meet the instructor's terms for make-up procedures, but responsibility for initiating make-up work rests with the student.
6. Each faculty member is to notify, in writing, all class members of the attendance policy. This is to be done on one of the first days of the semester.
7. Attendance regulations shall begin with the first scheduled meeting regardless of when the student enrolls.

<div align="center">

HEA 202
TENTATIVE COURSE OUTLINE

</div>

Week 1   Introduction (p 1-12)
              Course Outline
              The Emergency Medical System Permission To Give Care
              Taking Action: Emergency Action Steps
              Check, Call, Care
              Reaching/Moving Ill or Injured (p 14-20)
              Checking an Ill or Injured Person (p 20-29)
              Conscious, Unconscious
              Shock

Week 2   Skill Evaluations
              Adult Conscious
              Adult Unconscious
              Life Threatening Emergencies
              Adult Conscious Choking
              Adult Rescue Breathing

Week 3   Skill Evaluations
              Adult Conscious Choking
              Adult Rescue Breathing
              Adult Cardiac Emergencies (p 68-100)
              Signals of Heart Attack
              CPR (Treatment Skill for Heart Attack)
              AED
              Demonstration/Practice
              CPR Demonstration

Week 4   Skill Evaluations
              CPR
              Automatic External Defibrillator
              Demonstration/Practice
              Skill Evaluation

Week 5 Student Practice of Checking the Conscious and Unconscious Child, Infant.
              Student Check-Out of Checking Conscious and Unconscious Child and Infant victims.

Week 6 Instructor Demonstration and Student Practice of skills for Conscious Choking Child, Infant.
Student Check-Out of Conscious Choking Child, Infant.
Instructor Demonstration and Student Practice of Rescue Breathing Child, Infant.

Week 7 Student Check-Out on Rescue Breathing, Child, Infant.
Instructor Demonstration and Student Practice on Cardiopulmonary Resuscitation Child, Infant.
Student Check-Out on CPR Child, Infant.
Obstructed Airway for Unconscious Child, Infant

HEA 202
TENTATIVE COURSE OUTLINE
Week 8 Instructor Demonstration and Student Practice of skills for
Obstructed Airway Conscious Choking Child, Infant.
Student Check-Out for Unconscious Child, Infant.
Instructor Demonstration and Student Practice of Automatic External Defibrillator
Student Check-Out of AED Child
Review for Midterm

MID-TERM EXAMINATION
Week 9   Injuries (p 103 - 126), Causes, Risk Reduction, Injuries, Treatment

Week 10   Bleeding, Wounds & Soft Tissue Injuries, Dressing & Bandaging
Demonstration/Practice, Bandaging

Week 11   Skill Evaluation
Bandaging, Burns, Care & Treatment

Week 12   Muscle, Bone & Joints (p 129 -148)
Fracture
Dislocation/Strain/Sprain
Care & Treatment
Head & Spinal Cord Injuries
Demonstration/Practice
Splinting/Sling

Week 13   Skill Evaluation
Splinting
Sudden Illness (p 151- 157)
Seizures/Diabetes/Fainting/Stroke
Poisoning (p 161 - 164)
Home/Bites/Stings
Care & Treatment

Week 15   Poisoning
Swallowed, Inhaled, Absorbed, Injected
Heat & Cold Illnesses (p 175 - 180)
Heat Stroke/Exhaustion
Frostbite Care & Treatment

Week 16   Special Situations (p 183 - 191)
Infants, Children, Older Adults, Emergency Childbirth, Disabilities, Crime Scene and Hostile Situations
Asthma, Anaphylaxis, Epinephrine (p 193 - 199)
Inhaler
Auto-Injectors
Review

FINAL EXAMINATION

Curriculum Change Form

Part I

(Check one)	Department Name	Health Promotion and Administration
___ New Course (Parts II, IV)	College	Health Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	HEA 203
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
XX Course Dropped (Part II)	*Program Title	
___ 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	09-01-10	Graduate Council*	na
Is this a SACS Substantive Change? **Yes****** ___ **No** XX		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved ˣ Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	na
Teacher Education Committee*	NA	Board of Regents**	na
		Council on Postsecondary Edu.***	na

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

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

A. 1. Specific action requested: Drop HEA 203.

A. 2. Effective date: Fall 2011

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

B. The justification for this action:

We currently teach HEA 202 American Red Cross First Aid and Adult CPR with AED, and HEA 203 Adult CPR with AED, Infant and Child CPR. Our students need both classes and so Adult CPR is repeated. The HEA 202 would be moved to 3 credit hours, adding Infant and Child CPR and HEA 203 would be dropped. This would streamline the course for the major.

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.)

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

~~**HEA 203 Respiratory and Circulatory Emergencies (CPR). (1) I, II.** Methods involved in the performance of cardio-pulmonary resuscitation. Completion of class certifies student with American Red Cross Community CPR. Credit will not be awarded for both HEA 203 and EMC 102.~~

Curriculum Change Form

Part I

(Check one)	Department Name	Health Promotion and Administration
_____ New Course (Parts II, IV)	College	Health 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 School Health, P-12 (Teaching)
_____ New Program (Part III)		(Major ___, Option ___; Minor _XX_; or Certificate ___)
XX Program Revision (Part III)		
_____ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	09-01-10	Graduate Council*	na
Is this a SACS Substantive Change? **Yes****** [ ] **No** XX		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	9/28/10	Board of Regents**	1/26/11
		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: Correct total hours of minor.

A. 2. Effective date: Fall 2011

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

B. The justification for this action:

HEA 202 has had the credit hours changed from 2 to 3, increasing the hours for the minor by 1 credit hour.

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**

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

MINOR IN SCHOOL HEALTH, P-12 (TEACHING)

Page 150, 2010-2011 *Undergraduate Catalog*

Minor Requirements ....~~29~~ <u>30</u> hours

HEA 202, 290, 315, 320, 345, 375 or 592; NFA 201, EHS 280, EME 586, and three hours from HEA 380, 455, 480, 490, 590, 591, or 593.

Curriculum Change Form

Part I

(Check one)	Department Name	Health Promotion and Administration
___ New Course (Parts II, IV)	College	Health Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	
___ Course Dropped (Part II)	*Program Title	Health Education B.S.
___ New Program (Part III)		(Major __X__, Option ____; Minor ____; or Certificate ____)
XX Program Revision (Part III)		
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	09-01-10	Graduate Council* na	
Is this a SACS Substantive Change? **Yes****** ☐ **No** XX		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved X Disapproved	10/21/10
General Education Committee*	na	Faculty Senate**	11/1/10
Teacher Education Committee*	9/28/10	Board of Regents**	1/26/11
		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:

Drop HEA203

A. 2. Effective date:

Fall 2011

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

B. The justification for this action:

HEA 202 has been increased from 2 to 3 credit hours in order to include the content from HEA 203 which was 1 credit hour. We have dropped HEA 203 and therefore want to remove it from the program. This streamlines the courses for our students and avoids duplication of material.

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 underlines for additions.)

HEALTH EDUCATION (B.S.)
CIP Code: 51.1504

Page 150, 2010-2011 *Undergraduate Catalog*

Major Requirements ....**42-52 hours**
Health Education Core ....**36 hours**
    HEA 202, ~~203~~, 285, 290, 315, 320, 345, 375 or 592; 350, 380, 455, 480, 490. Majors must select an option in Community Health, School Health, P-12 (Teaching) or Worksite Health Promotion:
    Community Health...**16 hours**
    HEA 316, 420, 460, 463*; select three hours from HEA 498, 590, 591, 593, 595, 599, or SOC 353.
    School Health, P-12 (Teaching) ....**6 hours**
    EME 586 and three hours from HEA 390, 391, 498, 590, 593, 595, or 599.
    Worksite Health Promotion ....**15 hours**
    HEA 360, 463; PHE 325, 433.
 Supporting Course Requirements ....**16-46 hours**
 All Options ....**15 hours**
    BIO 171, 301, NFA 201, and CIS 212 or CSC 104 and EHS 280.
  School Health, P-12 (Teaching) ....**1 hour**
     BIO 378.
  Worksite Health Promotion ....**15 hours**
    PHE 212, 315, 320, 407; REC 460.
  Professional Education Requirements School Health Option.................................. **31 hours**
    EDF 103(1), 203, 319, 413, EMS 499(12), ESE 490, 587, and SED 401 or 401S.
General Education Requirements ....**36 hours**
    Standard General Education program, excluding course blocks VI, VII (QS), and VIII (6 hours). Refer to Section Four of this *Catalog* for details on the General Education and University Requirements.
University Requirement ....**1 hour**
   HSO 100.
Free Electives ....**0-16 hours**
Community Health...**16 hours**
    (13 of these elective hours are restricted to course work outside of the major and the option.)
School Health, P-12 (Teaching) ....**0 hours**
Worksite Health Promotion ....**2 hours**
    (All hours restricted to course work outside of the major and the option.)
Total Curriculum Requirements............................**120-126 hours**

*Bachelor of Science degree students in the Community Health and Worksite Health Promotion Options are required to document a minimum of 100 hours of health education/wellness related experiences prior to enrolling in HEA 463, Internship in Health Promotion and Administration.

Curriculum Change Form

Part I

(Check one)	Department Name	Occupational Therapy
___ New Course (Parts II, IV)	College	Health Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	OTS 301
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Practicum OS I: Concepts
___ Course Dropped (Part II)	*Program Title	
___ 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	8/18/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved ˣ Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

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

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

A. 1. Specific action requested:

To add a co-requisite OTS 432

A. 2. Effective date: Spring 2011

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

B. The justification for this action: Students entering Cycle 1 of the occupational science program need to take OTS 301, OTS 311 and OTS 432 concurrently.

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.)

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.)

OTS 301 Practicum OS I: Concepts (4) Pre-requisites BIO 171 & 301; PSY 200; Co-requisite<u>s</u>: OTS 311<u> & OTS 432</u>. Concepts of occupational science and occupational therapy. Integrate knowledge of self as a creative and active occupational being through reflection and portfolio development.

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)*
OTS	301	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS X	OCCT

Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____
	Lecture ____ Laboratory ____ Other ____		Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR _____ JR _____ SO _____ SR _____
		Grading Information: Course is eligible for IP (in-progress grading) for: 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.	OTS 311 & OTS 432
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

Part I

(Check one)	Department Name	Occupational Therapy
___ New Course (Parts II, IV)	College	Health Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	OTS 311
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Self as Occupational Being
___ 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	8/18/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes***** ☐ **No** ☒		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved ___	10/21/10
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

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

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

A. 1. Specific action requested:

To add a co-requisite OTS 432

A. 2. Effective date: Spring 2011

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

B. The justification for this action: Students entering Cycle 1 of the occupational science program need to take OTS 301, OTS 311 and OTS 432 concurrently.

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.)

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.)
OTS 311 Self as Occupational Being (3) A. Co<u>-</u>requisite<u>s</u>: OTS 301 <u>& OTS 432</u>. Analysis of occupation and occupational patterns of self. Recognize the influence of occupation on the well-being of self through active learning experiences.

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)*
OTS	311	Spring 2011	AS ___ JS ___ BT ___ EM ___ ED ___ PC ___ HS X	OCCT

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture ___ Laboratory ___ Other ___	Cip Code (first two digits only) 51

Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)
			FR ___ JR ___ SO ___ SR ___
		Grading Information: Course is eligible for IP (in-progress grading) for: 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.	OTS 301 & OTS 432
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

Part I

(Check one)	Department Name	Occupational Therapy
New Course (Parts II, IV)	College	Health Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	OTS 432
Hybrid Course ("S," "W")	*Course Title (30 characters)	Research in Occupation
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	8/18/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes**** No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	NA
Teacher Education Committee*	NA	Board of Regents**	NA
		Council on Postsecondary Edu.***	NA

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

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

A. 1. Specific action requested:

To add a co-requisite OTS 301 & OTS 311

A. 2. Effective date: Spring 2011

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

B. The justification for this action: Students entering Cycle 1 of the occupational science program need to take OTS 301, OTS 311 and OTS 432 concurrently.

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.)

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

OTS 432 Research in Occupation (4) I, II. Prerequisite: STA 215. <u>Co-requisites OTS 301 & OTS 311.</u> Students will learn to be consumers and participants in qualitative and quantitative research, examine methods of research design, data collection, and prepare a research prospectus related to occupational science. Apply statistical methods to the study of occupation.

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)*
OTS	432	Spring 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS X	OCCT

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture ____ Laboratory ____ Other ____	Cip Code (first two digits only) 51

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

Schedule Type*	Work Load	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.	OTS 301 & OTS 311
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

Part I

(Check one)	Department Name	Occupational Therapy
___ New Course (Parts II, IV)	College	Health Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Hybrid Course ("S," "W")	*Course Title (30 characters)	Occupational Science BS
___ Course Dropped (Part II)	*Program Title	
___ 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	8/31/10	Graduate Council*	NA
Is this a SACS Substantive Change? **Yes****** ___ **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved X Disapproved	10/21/10
General Education Committee*	NA	Faculty Senate**	11/1/10
Teacher Education Committee*	NA	Board of Regents**	1/26/11
		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:

Specific action requested: To add an admission requirement, and to revise and clarify progression and retention in the OS Program. To change the progression requirements (GPA, repeat of prerequisite courses, and hours of course work) to progress into Cycle 1 (Junior year) of the Occupational Science curriculum. Deadlines will be set for admission to the Occupational Science Program.

A. 2. Effective date: Fall 2011

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

B. The justification for this action: This change is necessary (see above) for students entering the junior year of the Occupational Science Program due to increased demand for the program, to add an admission standard, to clarify progression in the program, and to be congruent with the increased competition for Graduate School and the Masters degree program in Occupational Therapy.

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

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

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

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

~~**Progression and Retention in the Program**~~
Admission and Progression Requirements
All students who are accepted by EKU's Admission office and declare their major as Occupational Science are admitted to the University as pre-Occupational Science majors; however, admission to the University does not guarantee admission to the Occupational Science program. Admission is competitive and based on a review of the applicants' academic history by the department's Admission, Progression and Retention Committee. Students seeking consideration for admission to the Occupational Science program must meet the following requirements by May in the semester preceding the Fall semester start of Cycle 1:
1. Completion of 60 hours of coursework, including prerequisites courses
2. Overall GPA of 3.0 or above
3. A minimum of 3 "B"s and 1 "C" in the following prerequisite courses or their equivalents (BIO171,BIO301, STA215, PSY200)
4. No more than 1 repeat per course in the following prerequisites or their equivalents (BIO171,BIO301, STA215, PSY200)

Application to the Occupational Science Program does not guarantee acceptance in to the program.

Students seeking admission to the Occupational Science program and progression to Cycle 1 must follow this process:
1. By March 15th prior to progressing to Cycle 1 of the Occupational Science program, all students must submit an Admissions and Advising Form to the Department Chair.
2. Transfer students must be fully admitted to the University by March 15th to be considered for admission to the Occupational Science Program. Students are responsible for submitting their official transcripts to the Office of the Registrar.
3. Based on a competitive admissions review, students will be informed of admission to Occupational Science program after Spring semester grades are posted.
4. **Students admitted to the Occupational Science program will be then be allowed to register for the Cycle 1 classes**.

~~In order to follow the established progression of the program sequence, students must complete the following:~~
~~1. Progression to Cycle 1 (junior year) occurs when Precycle requirements are met:~~
~~• at least 57 hours of coursework completed~~
~~• an overall GPA of 2.5 or better~~
~~• "C" or better in human anatomy, human physiology, general psychology, and statistics.~~
~~2. To progress to Cycle 2 (senior year), all Cycle 1 required major and support courses must be completed with a grade of "C" or better.~~
~~3. To graduate, all Cycle 2 required major and support courses must be completed with a grade of "C" or better as well as completion of general education and university requirements for graduation. an overall GPA of 2.0 must be maintained throughout the occupational Science Program.~~

~~**Admission into occupational science courses is limited to space available.**~~

To progress to Cycle 2 (senior year), all Cycle 1 required major and support courses must be completed with a grade of "C" or better.

To graduate, all Cycle 2 required major and support courses must be completed with a grade of "C" or better as well as completion of general education and university requirements for graduation. ~~An overall GPA of 2.0 must be maintained throughout the Occupational Science Program.~~

For additional admission information please refer to the Selection Criteria at http://www.ot.eku.edu/

Curriculum Change Form

Part I

(Check one)	Department Name	Occupational Therapy
New Course (Parts II, IV)	College	Health Sciences
X Course Revision (Parts II, IV)	*Course Prefix & Number	OTS 864
Hybrid Course ("S," "W")	*Course Title (30 characters)	Early Childhood Practice
Course Dropped (Part II)	*Program Title	
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	08/31/10	Graduate Council*	9/24/10
Is this a SACS Substantive Change? **Yes****[ ] **No** X		Council on Academic Affairs	
College Curriculum Committee	9/8/10	Approved x Disapproved	10/21/10
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 revise name of course, course description, and prerequisites.

A. 2. Effective date: Summer 2011

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

B. The justification for this action:

To more accurately reflect updated course content and change pre-requisites in order to ensure that there is a representation of different disciplines 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

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

New or Revised* Catalog Text
(*Use ~~strikethrough~~ for deletions and <u>underlines</u> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)
OTS 864: ~~OT in~~ **Early Childhood** ~~Programs~~ **Practice (3) A.** <u>Pre-requisite: OTS 820 or departmental approval.</u> ~~Course is designed to acquaint students with~~ <u>Advanced study of theories, models of practice, and therapeutic approaches in</u> early intervention and preschool environments within the context of state and federal laws. <u>Emphasizes the interdisciplinary nature of therapy service delivery</u> ~~and the role of occupational therapy~~ in ~~these environments~~ <u>early childhood</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)*
OTS	864	Summer 2011	AS ____ JS ____ BT ____ EM ____ ED ____ PC ____ HS X	OCCT

Credit Hrs.	Weekly Contact Hrs.	Repeatable Maximum No. of Hrs.
	Lecture ____ Laboratory ____ Other ____	Cip Code (first two digits only) 51

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

		Grading Information: Course is eligible for IP (in-progress grading) for: 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.	OTS 820 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)			

Eastern Kentucky University
Department of Occupational Therapy
Syllabus for **OTS 864, ~~OT in~~ Early Childhood ~~Programs~~ <u>Practice</u>, CRN #12941**
3.0 credit hours
Summer, 2011

Christine Myers, Ph.D., OTR/L
Dizney 201
Office: 622-6384
Email: Christine.Myers@eku.edu

Course Catalogue Description: ~~Course is designed to acquaint students with~~ <u>Advanced study of theories, models of practice, and therapeutic approaches in</u> early intervention and preschool environments within the context of state and federal laws. <u>Emphasizes the interdisciplinary nature of therapy service delivery</u> ~~and the role of occupational therapy~~ in ~~these environments~~ <u>early childhood</u>.

Required Texts/Readings:

Journal Articles and other materials- References for readings for each week are posted on the course outline and may include readings from journals such as: *Infants and Young Children*, *Infant Mental Health Journal*, *Infant-Toddler Intervention*, *Journal of Early Intervention*, and *Physical and Occupational Therapy in Pediatrics*.

Student Learning Outcomes:

By the end of the semester, the learner will:
1. ~~Understanding and knowledge of~~ <u>Examine the relationship between</u> federal and state law<u>s</u> ~~that relates to~~ <u>and programming</u> <u>programs</u> for infants, <u>toddlers,</u> and preschool children with<u>, or at-risk for,</u> ~~handicapping conditions~~ <u>disabilities</u> or <u>developmental delay.</u> ~~who are at risk for developing handicapping conditions.~~

2. ~~Application of concepts of normal development in infants and preschool children as they relate to occupational performance.~~

~~3~~ 2. ~~Knowledge~~ <u>Appraise the contributions</u> of ~~occupational therapy~~ <u>professionals representing various disciplines in</u> service settings for infants<u>, toddlers,</u> and preschool children.

~~4.~~ 3. ~~Skill in evaluating an infant or preschool child with, or at risk for, a handicapping condition.~~

    <u>Integrate discipline-specific early childhood assessment findings with results from other disciplines and families to develop an intervention plan and outcomes for an infant, toddler, or preschool-age child.</u>

~~5.~~ 4. ~~Skill in planning and implementing a therapy program with, or at risk for, a handicapping condition.~~

Design interventions that utilize the natural environment, respond to family needs, and incorporate integrated therapy approaches within direct and consultative service delivery models.

6. 5. ~~Skill in assessment of and advanced planning with the families of children with handicapping conditions.~~
Relate the core concepts of family-centered care in early childhood practice to the contextual influences on families and young children with, or at-risk for, disabling conditions or developmental delays.

7. ~~Knowledge and skill of occupational therapy oral and written communication requirements of early intervention and preschool programs.~~

8.0 ~~Ability to demonstrate characteristics of team service models in early intervention and preschool programs.~~

9.0 ~~Knowledge and skill in applying case management procedures for the child/family in an early intervention program.~~

Evaluation Methods:

Grading Practices: All assignments will be graded using the following scale:

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

Criteria for the grading of written assignments are described on separate assignment sheets. All assignments must be completed in order to pass this course.

Course Requirements:

Online Discussion Boards/Blogs	30%
Family Visit/Interview	15%
Interdisciplinary Assessment Assignment	20%
Natural Environments Intervention Plan	15%
Case Study Presentation	20%

Student Responsibility: All assignments and tests are listed in the course outline/schedule, and students are expected to read material and be prepared for tests and class discussion in an online format. Students are responsible for all material as set forth in the topic outline. Academic dishonesty is defined and handled according to policies on academic dishonesty in the EKU Handbook for students. This course will be taught with web-enhanced technology, using Blackboard. It is the student's responsibility to sign on to Blackboard prior to the first class, and participate in on-line activities weekly.

This is a graduate course. The University expectation is for 4 hours of preparation for every credit hour of class.

Written Assignments Grading Criteria: All written work for this course is expected to be presented in a professional manner following APA, AMA, or MLA style for referencing. Scholarly writing infers the use of credible sources, which are **cited**.

Student Progress:
The written method of informing the student of their status in the course will be the scores recorded on tests and written assignments. The student is to analyze these results according to the grading criteria and grade values described above and in the topic outline.

Last Date to Drop the Course:

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.

Attendance Policy:
This is an online course. Weekly class attendance (checking in 4-7 times per week) is expected of all students. I plan to check into the discussion board daily, and I expect you to do the same. Students are responsible for material covered through review of the Blackboard module materials, readings and discussion board, blog and wiki participation.

Academic Integrity:
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.

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.

Course Outline: see attached

EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

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Office of the Provost

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sherry.robinson@eku.edu

TO: Council on Academic Affairs

FROM: Dr. Sherry Robinson

DATE: October 15, 2010

SUBJECT: Agenda Item for 10-21-10 Council on Academic Affairs Meeting

The Office of the Provost submits the following agenda item for consideration at the October 21, 2010, meeting of the Council on Academic Affairs:

AGENDA

Protocol for Approval of Certificate Programs

EASTERN KENTUCKY UNIVERSTIY

Protocol for Approval of Certificate Programs

Definitions

Long-Term Certificate Program (University)—The Council on Postsecondary Education defines a long-term certificate program as a program that requires at least one-year to complete and results in the awarding of a certificate. At EKU, we call this type of certificate a university certificate. University certificates must be approved by CPE and we must report to CPE the number of certificates we award.

- Undergraduate university certificates require 24 or more hours.
- Graduate university certificates require 18 or more hours.

University certificates are issued by the University and printed on diploma stock. University certificates are automatically recorded on student transcripts. Students who complete a university certificate must apply for graduation and pay applicable fees. University certificates are not awarded at the Commencement ceremony.

Short-Term Certificate Program (Department/College)—The Council on Postsecondary Education defines a short-term certificate program as a program that requires less than one-year to complete and results in the awarding of a certificate. At EKU, we call this type of certificate a department/college certificate.

- Undergraduate department/college certificates typically require 15 hours but will require no more than 23 hours.
- Graduate department/college certificates typically require 12 hours but will require no more than 17 hours.

Department/college certificates are issued by the academic department or college. Department/college certificates may be noted on student transcripts at the request of the department or college. Department/college certificates are not awarded at the Commencement ceremony.

Approval Process for Certificate Programs

University Certificates
1. College submits certificate program to CAA for approval. (NOTE: Graduate certificates must first be approved by Graduate Council.)
2. Certificate program is submitted to Faculty Senate for approval.
3. Certificate program is sent to CPE for approval.
4. Certificate program is sent to Board of Regents for approval.
5. Office of the Provost will notify college and department of final approval.
6. Certificate program will be effective in the following academic year and will be listed in the Catalog.

Department/College Certificates
1. College submits certificate program to CAA for approval. (NOTE: Graduate certificates must first be approved by Graduate Council.)
2. Certificate program is submitted to Faculty Senate for approval.
3. Office of the Provost will notify college and department of final approval.
4. Certificate program will be effective in the following academic year and will be listed in the Catalog.

Protocol for Approval of Certificate Programs
Protocol Approval Date:
Approved By:
Reviewed By:

University Policy Impact Statement

Date   Sep 2, 2010

Check One: ☒ Revision of Existing Policy   ☐ New Policy

Policy Number
(If known)   4.1.12R   Policy Name Course Registration

Originator(s) Fred Ruppel; Brett Morris

University Affiliation RSO Advisor and Veterans Affairs AD   Email for primary contact brett.morris@eku.edu

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

See Attached - Appendix A verbiage

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents
Cite relevant official statements from EKU or external sources.

EKU has been named a "veteran-friendly" campus and is actively recruiting student veterans. Because student veterans can take their Post 9-11 GI BILL benefits to almost any institution, they have become "empowered education shoppers". To succeed in attracting and retaining this population, universities must move beyond simply being friendly. They must create a truly helpful atmosphere that demonstrates a commitment to student veteran success. The attached justification provides ample rationale for why this student population needs to register early for classes in addition to honoring their service to the nation.

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.

The Student Outreach and Transition Office - VA will need to work with the Registrar to provide a list of the student veteran population. Little change in culture is expected as EKU is already supportive and welcoming of student veterans.

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		Date
President	Email Exchange with Dr. Ruppel	Date	Aug 27, 2010
Provost	Informal Discussion on policy revision	Date	Febuary 15, 2010
Registrar	Informal Discussion on policy revision	Date	March, 2010
EKU VETS	Student Veteran endorsement of proposal	Date	April, 2010
VP for Student Affairs	Endorsement of Operation Veterans Success	Date	March, 2010
		Date	

☒ Additional Pages Attached   # of additional pages 1   Print Form

Attachment for Impact Statement for 4.1.12R Revision

Justification:

Veterans and active members of the military services face numerous obstacles that impede successful academic progress. In regard to this proposal, student veterans are (1) students with prior military service, (2) students who are members of the armed service serving on active duty, and (3) students in active drilling positions in the National Guard or Reserves. This student population has placed the nation's defense ahead of their individual educational, career and family goals. Most have served in harm's way and cope with the effects of that experience as they begin their educational commitment. Many have regular appointments with VA health services that are difficult to get or reschedule without adding to their difficulties. All face strict guidelines from the VA that prohibit payment for ANY coursework outside of their strict academic plan (including additional free electives). Additionally those still serving (Active Duty/Guard/Reserves) face unpredictable schedules and regular interruptions to their academic plans in response to the demands for their service. Finally, many veterans have accumulated significant college credit while taking night classes while on active duty, often building up many credit hours before transferring to EKU. Most of these courses are either GenEd or free electives, meaning that the student veteran must quickly begin coursework in his or her major once arriving on campus. Depending on the major, courses in the major often fill very quickly, creating additional override pressure in order to meet VA payment regulations.

Providing priority registration to this population will:

- Improve student veteran rates of persistence, adequate progress, and completion.
- Reduce requests for overrides and exceptions based on VA policy restrictions.
- Provide financial aid staff with earlier access to course schedules that must be validated before VA benefits can be certified for payment.
- Give student veterans the ability to schedule coursework around their VA health service appointments.
- Permit deploying service members to sign up for online courses before they quickly fill.
- Help deployed student veterans experiencing computer access restrictions get registered.
- Improve recruitment and retention of student veterans at no cost to the University (per Regulation Background final bullet)

Note: For the purposes of this policy, Dependents of veterans drawing VA benefits are not considered part of the population.

Eastern Kentucky University
Policy and Regulation Library

Course Registration

Regulation Statement

The University recognizes the importance of facilitating the timely progress toward degree completion for certain students whose progress toward graduation might be hampered by unavoidable scheduling conflicts. Without a regulation allowing early registration for certain populations, some students have been unable to maintain a reasonable pace toward degree attainment. EKU also has an obligation to comply with external regulations and rules. The University acknowledges the need to make a reasonable accommodation for certain populations of students who, for example, have traditionally encountered difficulty establishing academic schedules that also accommodate their special needs.

Entities Affected by the Regulation

- Students
- Academic Advisors (Faculty and EKU Staff)
- Office of the Registrar
- Office of Services for Individuals with Disabilities (OSID)
- Department of Intercollegiate Athletics
- Student Outreach and Transition Office (VA)
- Departments

Regulation Background

The University developed this regulation because it recognized that allowing certain students to register before the general student population would
- Increase the likelihood of retention for those students;
- Increase the likelihood of satisfying course sequencing requirements for these students in a timely manner;
- Reduce the need for students to overload courses in certain semesters;
- Reduce the occurrence of registering for excessive free electives just to maintain full-time student status;
- Begin advising for these students earlier;
- Reduce the University's (scholarships) and students' (tuition fees) expenditures on summer courses and taking courses during a fifth or subsequent year of enrollment;
- Allow the University staff members who serve these students to more prudently utilize their time and resources;
- Increase the likelihood of these students meeting financial aid requirements that may otherwise be adversely affected by course withdrawals, incompletes, and failing grades;
- Be a retention and recruitment tool at no cost to the University.

Specific rationale for allowing each of the student populations allowed to register before the general student body is found in Appendix A.

Regulation Procedures

Prior to Registration Period
Prior to the registration period in a semester, the Office of the Registrar will create a current, accurate list of students who are eligible for registering before the general student.

The Office of the Registrar will take the necessary steps to create and publish the registration sequence according to the defined timeline.

Registration Period

Eastern Kentucky University students register for classes in the following order:

Group 1: Graduates and Seniors with 102 or More Hours Completed/In Progress
Group 2: Group 1, Selected Students with Specific Disabilities, Honors Program Students, Student-Athletes, and Spirit Group Members, and Veterans and Members of Military Service
Group 3: Group 2, Seniors with Less Than 102 Hours Completed/In Progress and Post Baccalaureates
Group 4: Group 3 and Juniors
Group 5: Group 4 and Sophomores
Group 6: Group 5 and Freshmen
Group 7: Group 6 and All Remaining Students

The timeline for registration is:

1. Group 1 registers one University business day (24 hours) before Group 2
2. Group 2 registers one University business day (24 hours) before Group 3
3. The remaining groups (3-7) register 2-3 University business days

Definitions

Honors Program Students	Members of the Eastern Kentucky University Honors Program who are in good standing
Selected Students with Specific Disabilities	Students who are registered with the Office of Services for Individuals with Disabilities and whose specific disability would create scheduling difficulties. See Appendix A for additional information.
Spirit Groups	Eastern Kentucky University cheerleading team, dance team, marching band, and pep band
Student-Athletes	Students who participate in intercollegiate sports governed by the NCAA and sponsored by the Intercollegiate Athletics Department
Veterans and Members of Military Service	Veterans, active duty military, and drilling Guard/Reserve members

Responsibilities

Department of Athletics	• Inform affected students of Regulation 4.1.12R • Respond to requests from the Office of the Registrar in a timely manner.

Revision Draft 9-8-10

Department of Music	• Inform affected students of Regulation 4.1.12R • Respond to requests from the Office of the Registrar in a timely manner.
Honors Program	• Inform affected students of Regulation 4.1.12R • Respond to requests from the Office of the Registrar in a timely manner.
Office of the Registrar	• Collaborate with Responsible Offices to create accurate lists each semester of eligible • Ensure compliance with the regulation and its procedures
Office of Services for Individuals with Disabilities	• Inform affected students of Regulation 4.1.12R • Respond to requests from the Office of the Registrar in a timely manner.
Student Outreach and Transition Office (VA)	• Inform affected students of Regulation 4.1.12R • Respond to requests from the Office of the Registrar in a timely manner.

Violations of the Regulation

NA

Interpreting Authority

Provost and Vice President for Academic Affairs

Regulation Adoption Review and Approval

Regulation Issued

Date	Entity	Action
October 30, 2007	Student Senate	Recommended Support
December 3, 2008	Provost Council	Recommended Support
May 4, 2009	Faculty Senate	Recommended Support
May 7, 2009	**President**	**Adopted**

Appendix A

Seniors with 102 or More Hours Completed/In Progress
Each term seniors registering for the final semester before graduation are placed in competition for needed courses with all students who have earned, or will be earning at the end of the current term, senior status. This may create a hardship on graduating seniors as students with less of an immediate need may secure the crucial and highly competitive seats in desired classes. Having the ability to register before other students with senior status could help facilitate graduation for this population without unnecessarily taking additional semesters. The minimum number of hours to qualify as a "graduating senior," i.e. 102 hr., was determined based upon the logic that a student registering for 18 hours, and graduating in a degree program that requires only 120 hours, could be entering their final term before graduation.

Selected Students with Specific Disabilities
Students with certain disability-related needs may not achieve their academic goals within a reasonable period of time because of difficulties related to scheduling classes. Examples of appropriate disability-related situations justifying early registration status include, but are not limited to:

1. Mobility impairments that adversely impact a student's ability to get from class to class in a timely fashion;
2. The need to frequently arrange for on and off-campus service providers (personal care assistants, etc.);
3. The inability to attend classes during certain parts of the day due to documented medical needs (chemotherapy, renal dialysis, etc.); and
4. The need for services requiring significant planning on the Office of Services for Individuals with Disabilities' part to arrange (sign language interpreting, Braille, etc.).

Determining eligibility is not unlike using professional judgment based on documentation in assessing for reasonable accommodation. Decisions for early registration will be considered on a case-by-case basis by either the Director or the Disabilities Analyst and take the following into account:

- What is the severity of the diagnosis and its direct impact on accessing an appropriate course schedule?
- What functional limitations are present as they relate to establishing a course schedule?
- What measures has the student taken on their own account to work out a reasonable course schedule?
- What are the fixed variables that the student has to deal with that are imposed by the impairment or disorder that are in direct conflict with a course schedule?
- What type of class schedule would provide access while best supporting the student's abilities, allowing the least amount of adverse impact, and equalizing the opportunity for success?
- Is early registration necessary to provide the accommodated schedule based on the courses needed for this particular semester?

This registration regulation aligns the University's commitment of accessibility, equity and accommodation to an operating regulation for students with disabilities; already matched by many sister institutions.

Honors Program Students
- Honors students must complete a clearly defined roster of courses to fulfill their honors requirements, courses that are offered in very few sections at a necessarily limited range of times. It is much more difficult to arrange a schedule when a student must first register for one of 3 sections of a 6 credit-hour, 5-day a week HON 102 Rhetoric course than it is to arrange a schedule that provides the student with their pick of one of 68 sections of a 2- or 3-day-a-week ENG 101 or even one of 38 sections of ENG 102. As a result in part of scheduling difficulties like these, many of the honors students cannot complete their honors requirements and their major requirements in four or even five years—and it is important to keep in mind that honors students are also often more likely to pursue double majors. The ability to register before the general student body would enable these students to progress in their degrees in a more timely fashion while also encouraging rather than discouraging them from completing an honors curriculum.
- A growing number of courses designated as honors are in fact cross-listed with other departments therefore offering even fewer seats to honors students in the courses they must take to complete their honors curriculum. Allowing honors students to register before the general student body would ensure that honors students could indeed get the classes they need to remain in good standing with the EKU Honors Program.

- Honors students often take on greater leadership roles across the university and have additional research and service obligations. In fact, honors students tend to be more widely involved across campus than their peers in the general student body. These activities add to the difficulty they often have scheduling their courses in a reasonable way.
- Allowing honors students to register before the general student body has become a common benefit that honors administrators use to recruit new students. As a benefit with essentially no cost to the university, this registration system provides something to honors students that they understand to be invaluable to the successful completion of their degrees.
- Allowing honors students to register before the general student body has in fact become so typical a policy for honors programs at universities across the country that the National Collegiate Honors Council has added priority registration to its list of "Basic Characteristics of a Fully Developed Honors Program," benchmarks for honors programs nationwide. To omit honors students from EKU's regulation is to put EKU's nationally recognized program behind our nationally equivalent institutions as well as to put the program at a tremendous competitive disadvantage in the region. (According to this list, available at www.nchchonors.org/basichonorsprogramcharacteristics.aspx, "A fully developed program will provide priority enrollment for honors students who are active in the program in recognition of their unique class scheduling needs.") Robert Spurrier, Director of the Honors College at Oklahoma State University argues that, "the unique scheduling needs of honors students are recognized even at institutions with large numbers of honors courses because even under the best of circumstances honors students must juggle their honors courses around requirements in their academic majors. Honors students frequently pursue double (or triple) majors, multiple minors, study abroad options, and internships—all of which make it imperative that they be able to implement sometimes extremely complex plans of study in order to graduate on time. The newest Characteristic quite properly recognizes these unique scheduling needs" ["The Newest 'Basic Characteristic' of a Fully Developed Honors Program" in *Honors in Practice* (2008) 4: 191.]

Student-Athletes

The difficulty in scheduling classes is important to EKU student-athletes because of their need to satisfy stringent National Collegiate Athletic Association (NCAA) progress toward degree and Academic Progress Rate (APR) requirements which the general EKU student body does not have to satisfy. Also, student-athletes are engaged in ongoing, regularly scheduled practices each afternoon that they do not have discretion in scheduling. Furthermore, the bulk of the competitions they participate in are scheduled by the Ohio Valley Conference, not the EKU Athletics Department, and therefore the scheduling of those competitions is out of the control of the student-athletes and the Athletics Department. Allowing EKU student-athletes to register before the general student body will also:

- Reduce the probability of a varsity athletics team being assessed NCAA penalties for insufficient academic performance (see below for more detail);
- Help student-athletes comply with NCAA progress toward degree rules; and
- Eliminate, or at the very least significantly reduce, the number of instances where practice/game and class schedules overlap which will be beneficial to all involved – faculty, student-athletes and coaches.

It is also important to note the penalties associated with the NCAA APR. The APR is a semester-by-semester determination of scholarship student-athlete academic eligibility and retention at each NCAA Division I institution with the ultimate goal being graduation within five years of initial full-time enrollment. (By comparison, the federal graduation rate methodology uses a six-year deadline.) If teams do not meet the minimum standards for the APR they may be subject to contemporaneous or historical penalties.

Contemporaneous Penalty	Financial aid restriction(s)
Historical Penalties	Occasion one – Public warning
	Occasion two – Public warning, financial aid and playing/practice restrictions
	Occasion three – Public warning, financial aid restrictions, playing/practice restrictions and postseason competition restrictions
	Occasion four – Public warning, financial aid restrictions, playing/practice restrictions, postseason competition restrictions and NCAA membership status restrictions

Spirit Group Members

Like student-athletes, spirit group members are involved in service groups that do not have discretion in scheduling frequently and regularly occurring University-sanctioned service activities which significantly benefit the University and who also encounter problems graduating in four years because of course scheduling difficulties related to their service activities. More specifically, members of these groups are involved in practices and games for which the schedule of those activities is out of their control. Allowing spirit group students to register before the general student body would support the students and encourage membership in those groups by allowing students to plan for the extra time required to be members while still fulfilling academic requirements.

Veterans and Members of Military Service

Veterans and active members of the military services face numerous obstacles that impede successful academic progress. In regard to this proposal, student veterans are (1) students with prior military service, (2) students who are members of the armed service serving on active duty, and (3) students in active drilling positions in the National Guard or Reserves. This student population has placed the nation's defense ahead of their individual educational, career and family goals. Most have served in harm's way and cope with the effects of that experience as they begin their educational commitment. Many have regular appointments with VA health services that are difficult to get or reschedule without adding to their difficulties. All face strict guidelines from the VA that prohibit payment for ANY coursework outside of their strict academic plan (including additional free electives). Additionally those still serving (Active Duty/Guard/Reserves) face unpredictable schedules and regular interruptions to their academic plans in response to the demands for their service. Finally, many veterans have accumulated significant college credit while taking night classes while on active duty, often building up many credit hours before transferring to EKU. Most of these courses are either GenEd or free electives, meaning that the student veteran must quickly begin coursework in his or her major once arriving on campus. Depending on the major, courses in the major often fill very quickly, creating additional override pressure in order to meet VA payment regulations.

Providing priority registration to this population will:

- Improve student veteran rates of persistence, adequate progress, and completion.
- Reduce requests for overrides and exceptions based on VA policy restrictions.
- Provide financial aid staff with earlier access to course schedules that must be validated before VA benefits can be certified for payment.
- Give student veterans the ability to schedule coursework around their VA health service appointments.
- Permit deploying service members to sign up for online courses before they quickly fill.
- Help deployed student veterans experiencing computer access restrictions get registered.
- Improve recruitment and retention of student veterans at no cost to the University (per Regulation Background final bullet)

DISCUSSION ITEM

Item will return in November CAA for vote,
pending revisions by M. Tina Davis.

EASTERN KENTUCKY UNIVERSITY
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Office of the Registrar

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Phone: (859) 622-3876

TO: Council on Academic Affairs

FROM:

M. Tina Davis
University Registrar

DATE: October 8, 2010

SUBJECT: Agenda Item for 10-21-10, CAA Meeting

The Office of the Registrar submits the following agenda item for the October 21, 2010, meeting of the Council on Academic Affairs:

1) Requirements for Readmission – *proposed* Catalog *language revision*

Discussion Item
Item will return in November CAA for vote,
pending revisions by M. Tina Davis.

SECTION TWO - ADMISSION AND RESIDENCY

p. 11 of 2010/2011 catalog

Requirements for Readmission

All previously enrolled EKU undergraduate students who have not ~~been enrolled at~~ attended Eastern Kentucky University for a period longer than 24 months must apply and be approved for readmission to the University before being allowed to continue taking classes. The deadline for receiving appeals, readmission applications (for on-campus programs), and all required supporting documentation for the fall term is June 1; for the spring term October 1; for the summer term March 1. No student will be admitted or readmitted after the above deadlines. Any student submitting materials after the above deadlines will be automatically deferred for consideration for the subsequent term.

Students who wish to return to EKU, who have an overall GPA that isgreater than 1.0 but less than a 2.0, will return on Academic Probation status. These students will be assigned an academic coach in the Office of University Advising, and will develop an academic success plan with their coach before being allowed to register for classes. Continued enrollment is contingent upon adherence to their signed academic success contract and meeting EKU Academic Standards Policy.

Students who wish to return to EKU but left with a GPA of less than a 1.0 must appeal for readmission through the Readmission Appeals Committee, in addition to submitting an application for readmission to the Office of Admissions. The form and instructions for an appeal for readmission can be found on the EKU Registrar's website (http://www.registrar.eku.edu/Forms; Academic Standing/Readmit Appeals Form). If the student's appeal is ~~eligible to approved~~ ~~reenroll at EKU~~, and he/she has not attended another institution since leaving, ~~they~~ he/she will be readmitted upon submitting an application for readmission. Both the application to the Office of Admissions, and the appeal to the Readmission Appeal Committee may be submitted simultaneously. The Readmission Appeal Committee may required an in-person interview during the appeal consideration process. If their appeal to return to EKU is approved these students will return on Academic Probation status. They will be assigned an academic coach in the Office of University Advising, and will develop an academic success plan with their coach before being allowed to register for classes. Continued enrollment is contingent upon adherence to their signed academic success contract and meeting EKU Academic Standards Policy.

If a student has attended another institution since leaving EKU, and has been out of the University for longer than 24 months, they will be considered for admission under the guidelines for transfer students.
See the "Stopping Out" procedure in Section Four for additional information.

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Stopping Out and Returning to EKU

Students who either stop out of officially withdraw and are academically eligible to return to the University, may return to the University without reapplying if they have been gone from 24 or fewer months and have an overall GPA of 2.0 or higher. Students who have stopped out of the institution and wish to return, but have a GPA of less than 2.0 must apply for readmission and will be held to those readmission criteria (please refer to Requirements for Readmission section of the catalog).

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Minimum Academic Standards

Academic Probation
Beginning with the second semester of study at EKU, students will be placed on academic probation if their cumulative GPA at the end of the semester is less than 2.0. While on academic probation, students may not enroll in more than 13 credit hours (in either fall or spring terms). Students on academic probation may not enroll in more than six hours during a summer term. Students who are on Academic Probation and cease continuous enrollment, and subsequently wish to return to the institution, must apply for readmission and will be held to those readmission criteria (please refer to Requirements for Readmission section of the catalog).

Academic Suspension
At the end of a semester on academic probation, students who do not earn a 2.0 term GPA and whose cumulative GPA remains less than 2.0 will be placed on academic suspension. Students may be placed on academic suspension a total of three times. Students on academic suspension may not enroll in courses at EKU during the period of suspension. The suspension period for a first academic suspension following a fall semester is the spring semester; following a spring semester it is the summer and fall semester. The suspension period for a second academic suspension is one calendar year, and a third academic suspension is for two calendar years. Previously suspended students ~~will be placed on academic Probation upon return to EKU if they have a cumulative GPA of less than 2.0~~ are subject to EKU requirements for readmission (please refer to Requirements for Readmission section of the catalog).

Academic Dismissal

   Students returning to the University at the end of a third academic suspension must earn and maintain a term GPA of 2.0 or better each semester. Students returning after a third academic suspension will be academically dismissed from the University if they have a term GPA of less than 2.0 at the end of any semester. Students who are academically dismissed may not enroll in courses at EKU for five calendar years, and are subject to EKU requirements for readmission (please refer to Requirements for Readmission section of the catalog).