

**ATTACHMENT B**

**CIM Report Nov 9, 2017 9:13am**

**Program Changes Pending Approval from Graduate Committee**

<b>Code</b>	<b>Field</b>	<b>Old Value</b>	<b>New Value</b>
AGECMS	Scheduled Program Review Date	NA	2022-2023
	Effective Catalog Year	Summer 2014	Fall 2018
	Description and justification of the request	Updated changes that were approved in 2014 but didn't get approved in time for the 2014-15 catalog and missed getting added to the 2015-16 catalog until now.	Changed Other Requirements from "Maximum of 9 hours at the 4000 level" to "Maximum of 9 hours from (a) graduate courses cross listed with courses numbered 4000 or lower and/or (b) courses numbered 4000 or lower."   Many formally 4000 level courses have been switched to 5000 level courses. In the case of the AEAB department, this was done without faculty knowledge or consent and resulted in a de facto curriculum change as it permitted more than 9 hours of dual-credit classes. The change being proposed above brings the curriculum back into alignment with its original intent prior to the change in numbering systems.
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		31
	Reviewer Comments		agriffin - Wed, 30 Aug 2017 19:29:58 GMT - Changed effective catalog year to fall 2018. Entered program review date. Added description of specific change. College is advised to review and edit if appropriate.
AGECMS-AGBS	Program Title	Agricultural Economics Agribusiness Concentration	Agricultural Economics, Agribusiness Concentration
	Scheduled Program Review Date	NA	2022-2023
	Effective Catalog Year	Fall 2017	Fall 2018
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		31
	Description and justification of the request		Six hours are being affected by this minor change. AGECE 5413 is being moved from one block of courses to another and AGECE 5603 is being added as an option.   Many formally 4000 level courses have been switched to 5000 level courses. In the case of the AEAB department, this was done without faculty knowledge or consent and resulted in a de facto curriculum change as it permitted more than 9 hours of dual-credit classes. The change being proposed above brings the curriculum back into alignment with its original intent prior to the change in numbering systems.
	Reviewer Comments		agriffin - Wed, 30 Aug 2017 18:42:57 GMT - Changed effective catalog date from fall 2017 to fall 2018. Entered total hours and moved justification from description block to justification block.
AGECMS-INAG	Program Title	Agricultural Economics International Agribusiness Concentration	Agricultural Economics, International Agribusiness Concentration

	Scheduled Program Review Date	na	2022-2023
	Effective Catalog Year	Fall 2017	Fall 2018
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		31
	Description and justification of the request		Three hours are being affected by this minor change. AGECE 5603 is being added as an option.   Many formally 4000 level courses have been switched to 5000 level courses. In the case of the AEAB department, this was done without faculty knowledge or consent and resulted in a de facto curriculum change as it permitted more than 9 hours of dual-credit classes. The change being proposed above brings the curriculum back into alignment with its original intent prior to the change in numbering systems.
	Reviewer Comments		agriffin - Wed, 30 Aug 2017 18:45:42 GMT - Changed effective catalog date from fall 2017 to fall 2018. Entered total hours and moved justification from description block to justification block.
ARTMFA	Phone:	see contact info below	kmusgnug@uark.edu 575-6295

Description and justification of the request

Updating name from "Department" to "School" |

1. changing "Major and/or minor areas of study" in the program description of areas of study to "focused studies."  
1. we no longer require a minor area of study.
2. Changing minimum number of semesters required for completion of the degree from four to six | 2. We are standardizing our program at 3 years.
3. Instead of requiring ARTS 5913 to be taken twice, we are dividing the Graduate Seminar requirement into a First Year Seminar and a Second Year Seminar. | 3. With these two new courses we will be able to tailor seminar content to the differing needs of first and second year MFA's
4. Addition of an option to take 15 elective hours instead of 12, for those students meeting a minimum level of Art History coursework prior to entering the program (see change #5, below) | 4. Provide more options for students able to elect 9 hours of art history (see change #5, below)
5. Reduction in the number of credit hours of elective Art History required for this students entering the program with at least 12 hours of college-level Art History | 5. While we recognize the importance of Art History study to the MFA student, the 12 credit requirement is higher than than at most of our peer institutions. Most students graduating with a BFA have taken at least 12 hours of undergraduate Art History. MFA's are still free to take additional Art History coursework if desired.
6. Instead of requiring "regular thesis progress reports" from MFA candidates, we require regular meetings with the thesis committee. | 6. Face to face meetings are much more productive
7. Changing the requirement that all faculty and all graduate students attend the critique of every student to "a selection of graduate faculty and MFA students" | 7. With 25 MFA's and 36 faculty members, it is not only logistically difficult for the faculty, but also not helpful to the MFA's to have every faculty member attend every MFA's critique
8. Students will all have their Candidacy reviews at the end of their fourth semester, instead of having the option to go earlier or later | 8. Again, standardization of the program
9. Instead of having all faculty vote on an individual's candidacy review, the work will be reviewed and voted on by a graduate faculty committee, and a 3/4ths majority will now be required instead of 2/3rd majority | 9. Having 36 faculty members at a student's candidacy review does not allow for a productive conversation.
10. Students may only attempt to pass their Candidacy Review twice ( previously, we had no limit on the amount of re-tries) | 10. Students who do not pass the first time are given a detailed written explanation of what they need to do to bring their work up to the expected level of accomplishment.
11. deleting the option of an MFA thesis committee

	Description and Justification for this request	Updating name from "Department" to "School"	
	Effective Catalog Year	Fall 2017	Fall 2018
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		60
	Upload attachments		ARTMFA_Correspondence.pdf
	Reviewer Comments		agriffin - Tue, 03 Oct 2017 13:05:45 GMT - Changed language from concentrations to focused studies with permission from program (see attachment). agriffin - Tue, 03 Oct 2017 13:06:57 GMT - Cleaned up description by removing additional 2 in section 1. lkulcza - Wed, 04 Oct 2017 21:59:33 GMT - Courses not found currently in approval process for fall 2018 rcc003 - Thu, 12 Oct 2017 21:32:08 GMT - Updated Areas of Study language per the submitter.
CLCSMA	Effective Catalog Year	Summer 2014	Fall 2018
	User ID:		lrestr
	Phone:		5757580
	Type of proposal		Major/Field of Study
	Select a reason for this modification		Making Minor Changes to an Existing Degree (e.g. changing 15 or fewer hours, changing admission/graduation requirements, adding Focused Study)
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	Program Delivery Method		On Campus
	Is this program interdisciplinary?	No	Yes
	College(s)/School(s)		ARSC
	What are the total hours needed to complete the program?		36
	Are Similar Programs available in the area?		No
	Estimated Student Demand for Program		10
	Scheduled Program Review Date		2019-2020
	Program Goals and Objectives		To prepare students in advanced studies in literary and cultural studies from a global perspective
	Learning Outcomes		Advanced competence in two literary and cultural traditions, literary analysis training, advanced critical thinking and writing skills, preparation for world languages teaching and doctoral studies in literature and cultural studies

	Description and justification of the request		Resubmitting after a complete catalog description revision. Edited text for clarity and current usage, specified language proficiency, application process and documents (added cv request). No extra hours or course requirements changes. Added policy to allow presenting theses in a language other than English with proper justification and outlining program and graduate school approval process.(see attached justification)   Students had difficulty with previous catalog description for lack of program description clarity. secondly, we added a language policy that would allow students to present theses in languages other than English, with proper justification and following criteria of peer programs in world languages and literatures
	Upload attachments		CLCS Thesis Dissertations in Target Language Petition.doc
	Reviewer Comments		agriffin - Mon, 13 Feb 2017 18:25:40 GMT - Deleted duplicate sentence in catalog copy with permission from submitter. lkulcza - Thu, 16 Feb 2017 21:16:24 GMT - Admin correction of typo lkulcza - Thu, 16 Feb 2017 21:18:01 GMT - Admin correction of second typo. rcc003 - Mon, 06 Mar 2017 21:04:36 GMT - grammar corrections. rcc003 - Mon, 06 Mar 2017 21:10:51 GMT - more grammar. agriffin - Tue, 09 May 2017 21:39:21 GMT - Changed effective catalog to fall 2018. Request did not complete the approval process in time to be effective for fall 2017. Also, changed scheduled program review date to match APS 1620.11 policy - Program Review Schedule for 2019-2020. agriffin - Thu, 13 Jul 2017 18:42:05 GMT - Rollback: Rolled back per request from program director. rcc003 - Tue, 26 Sep 2017 17:13:15 GMT - syntax rcc003 - Tue, 26 Sep 2017 17:19:47 GMT - additional syntax lkulcza - Wed, 27 Sep 2017 15:23:12 GMT - Edited out information that will be updated via catalog (CAT) edits, when Charlie sends out the OK to begin making updates. agriffin - Fri, 27 Oct 2017 20:50:15 GMT - Jared Pack moved and Kathleen Lehman seconded, approved to delete the following phrase from item 5: "and at the time of submitting the thesis prospectus to the respective committee." Luis Restrepo approved the motion as well.
CNEDPH	Program Title	Counselor Education	Counselor Education and Supervision, Doctor of Philosophy

Reviewer Comments	<p>agriffin - Wed, 07 Sep 2016 16:31:01 GMT - Rollback: Please change request to Revising Curriculum of an Existing Degree and complete the LON 11c.</p> <p>agriffin - Thu, 15 Sep 2016 23:23:56 GMT - Revised LON for to match formatting and alignment. Also, inserted approval dates and renamed document to match naming convention required for BOT materials.</p> <p>agriffin - Fri, 16 Sep 2016 13:18:50 GMT - Removed duplicate language from catalog copy with permission from submitter, see attached note for details.</p> <p>calison - Thu, 11 May 2017 17:09:44 GMT - Corrected formatting issues.</p>	<p>lkulcza - Fri, 01 Sep 2017 21:31:45 GMT - Admin update to correct department--not an actual change to department.</p> <p>agriffin - Mon, 11 Sep 2017 19:45:23 GMT - Rollback: Per request of submitter, rolling change back.</p> <p>kmamisei - Tue, 12 Sep 2017 13:08:46 GMT - Rollback: Rolling back per request from Dr. Higgins.</p> <p>kmamisei - Tue, 12 Sep 2017 17:37:26 GMT - Removed the attachments from previous year's program change submission.</p> <p>agriffin - Sun, 24 Sep 2017 02:57:40 GMT - Revised LONs to include approval dates and renamed documents to match naming convention. Also, changed course number in proposed curriculum from CNED 6711 to CNED 6713.</p> <p>agriffin - Wed, 27 Sep 2017 02:15:18 GMT - Changed credit hours of CNED 6711 from 1 to 3 hours. CIM would not allow me to change the course from CNED 6711 to CNED 6713. Course change has been submitted into approval workflow. Will review status again at UCPC approval level.</p> <p>agriffin - Wed, 27 Sep 2017 02:19:29 GMT - Credit hours for CNED 6003 and CNED 6133 are being reflected in program requirements, yet the credit hours are not listed with the notes for each course. Requesting to be examined by catalog editor. Thank you.</p> <p>lkulcza - Wed, 27 Sep 2017 21:46:01 GMT - All CNED courses "not found" are currently in approval process.</p> <p>agriffin - Sat, 07 Oct 2017 23:50:47 GMT - Indented CNED 6003 and CNED 6133 to reflect they are part of the cognate list of courses. As such the 3 credit hours conflict was resolved.</p> <p>agriffin - Sat, 07 Oct 2017 23:52:37 GMT - Indented CNED 6243, CNED 6253, and CNED 6233 to demonstrate the courses are included in the cognate listing of courses.</p> <p>agriffin - Mon, 30 Oct 2017 16:10:16 GMT - ADHE revised template for LON 1. Updated attached document. It did not influence any information provided by college.</p> <p>agriffin - Mon, 30 Oct 2017 16:11:39 GMT - Second attempt to upload revised LON 1.</p>
Select a reason for this modification	Revising Curriculum of an Existing Certificate or Degree Program--(LON 11C)	Changing Name of Existing Certificate, Degree, Major, Option or Organizational Unit--(LON 1)
Upload attachments	CNEDPH - Revision - Ltr of Notification.docx Re_CNEDPH Program Change.pdf	CNEDPH - Revision - Ltr of Notification.docx CNEDPH - Name Change - Ltr of Notification.docx
Phone:	53781	53329

<p>Description and justification of the request</p>	<p>The proposed changes are necessary to reflect the changes in the Council for Accreditation of Counseling and Related Educational Programs (CACREP) accreditation standards. Additionally, the changes in the core curriculum are in response to the merger of two accrediting organizations - the Council on Rehabilitation Education (CORE) and the Council for Accreditation of Counseling and Related Educational Programs (CACREP). The Plan of Merger Agreement was signed on July 20, 2015. As a result of this merger, the Ph.D. in Counselor Education program is expanding/revising its curriculum options to incorporate Rehabilitation (RHAB) courses.  </p> <p> </p> <p>The summary of the changes is provided below:  </p> <p> </p> <ol style="list-style-type: none"> <li>1. We added a role-play recording demonstrating counseling skills as an admissions requirement.  </li> <li>2. We removed two courses (6 credit hours) from the Counselor Education core.  </li> <li>3. We clarified cognate requirements and added RHAB courses as options.  </li> <li>4. We removed the foreign language requirement.  </li> <li>5. We clarified 15 credit hour research and statistics requirements by identifying courses needed to meet these requirements.  </li> </ol>	<p>Name change from Counselor Education to Counselor Education and Supervision   Update our PhD degree name to more accurately reflect content of the degree plan, align with CACREP (program's accrediting body) requirements, and be consistent with other counseling programs around the country.</p> <p>Changing three RHAB cognate classes to the subject heading of CNED to reflect that the courses are now offered as part of the overall CNED curriculum.   The accrediting bodies for Rehabilitation counseling (CORE) and Counseling (CACREP) have merged and thus the RHAB and CNED programs are merging to meet accreditation standards. The RHAB PhD program was deleted previously so the courses that will be offered with a RHAB focus are being requested to change from RHAB to CNED. These have been requested through course management.</p> <p>Minor change of hours required in PhD program. Dropping CNED 6083 Consultation Theory and Methods (3) and changing CNED 6711 from a 1 hour course to 3 hour course.   Accreditation competencies from CNED 6083 are being met in another course and this course was repeating those standards. Practicum (CNED 6711) meets three hours a week as a course and should be a 3 hour credit class, not 1. This will change the number of hours required on top of the 60 hour MS to be 69 instead of the previous 70.</p>
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Description and Justification for this request	<p>The proposed changes are necessary to reflect the changes in the Council for Accreditation of Counseling and Related Educational Programs (CACREP) accreditation standards. Additionally, the changes in the core curriculum are in response to the merger of two accrediting organizations - the Council on Rehabilitation Education (CORE) and the Council for Accreditation of Counseling and Related Educational Programs (CACREP). The Plan of Merger Agreement was signed on July 20, 2015. As a result of this merger, the Ph.D. in Counselor Education program is expanding/revising its curriculum options to incorporate Rehabilitation (RHAB) courses.  </p> <p> </p> <p>The summary of the changes is provided below:  </p> <p> </p> <ol style="list-style-type: none"> <li>1. We added a role-play recording demonstrating counseling skills as an admissions requirement.  </li> <li>2. We removed two courses (6 credit hours) from the Counselor Education core.  </li> <li>3. We clarified cognate requirements and added RHAB courses as options.  </li> <li>4. We removed the foreign language requirement.  </li> <li>5. We clarified 15 credit hour research and statistics requirements by identifying courses needed to meet these requirements.  </li> </ol>	
Effective Catalog Year	Fall 2017	Fall 2018
Track(s) - Action		Action
Focused Stud(y/ies) - Action		Action
What are the total hours needed to complete the program?		69 (post-masters)



CNSLMS	Reviewer Comments	<p>lkulcza - Tue, 08 Dec 2015 15:24:53 GMT - Working with CourseLeaf to clear up the issue with how deleted courses are displayed. In the meantime, approving this so that it can continue through the approval process.</p> <p>agriffin - Fri, 15 Jan 2016 17:01:11 GMT - Changed effective date from fall 2016 to fall 2017 in CourseLeaf and LON. I also changed the title of the document to match the naming convention for the BOT.</p> <p>lkulcza - Mon, 29 Aug 2016 18:55:53 GMT - Catalog year was supposed to have been updated to fall 2017, not the last admit term for students. Last admit term should actually be summer 2016.</p>	<p>agriffin - Thu, 07 Sep 2017 22:20:18 GMT - Rollback: Per request from associate dean.</p> <p>agriffin - Sun, 24 Sep 2017 22:18:59 GMT - Corrected name of concentration from Addictions to Addiction in CourseLeaf. Uploaded revised LON with permission from college.</p> <p>agriffin - Sun, 24 Sep 2017 22:21:05 GMT - Updated catalog copy to reflect Addiction Counseling vs. Addictions.</p> <p>agriffin - Sun, 24 Sep 2017 22:25:50 GMT - Uploaded revised LON with permission from college. Also, corrected Addictions in description field.</p> <p>agriffin - Sun, 24 Sep 2017 22:27:18 GMT - Revised course title is not being reflected for CNED 5003 in catalog copy. It is currently in the workflow.</p> <p>agriffin - Sun, 24 Sep 2017 22:31:48 GMT - Corrected Addictions to Addiction in LON 11C Revision.</p> <p>lkulcza - Mon, 25 Sep 2017 22:33:38 GMT - CNED 5484 does not exist. Please clarify what course should be listed here.</p> <p>kmamisei - Fri, 29 Sep 2017 15:11:36 GMT - I updated LON 11C and Section C of the ADE form for school counseling. I also added LON E for School Counseling Concentration.</p> <p>kmamisei - Fri, 29 Sep 2017 15:20:16 GMT - Changed CNED5484 to CNED 5483.</p> <p>agriffin - Wed, 11 Oct 2017 15:00:05 GMT - Course change for new title of CNED 5403 is currently not being reflected in Program Requirements. Course change is currently in approval workflow to become Diagnosis and Treatment in Counseling.</p> <p>agriffin - Wed, 11 Oct 2017 15:15:03 GMT - Updated CNSLMS-ADCN and CNSLMS-RHAB letters of notification, as well as the Section C for licensure, to match course number and title for CNED 5403 and CNED 5483 in proposed curriculum listings. Uploaded revised copies of documents.</p> <p>agriffin - Sat, 21 Oct 2017 01:02:37 GMT - Updated program code for Addiction Counseling concentration to match documentation.</p> <p>agriffin - Mon, 30 Oct 2017 20:26:40 GMT - Changed CNED 5393 to CNED 5523. Updated LON as well.</p> <p>agriffin - Mon, 30 Oct 2017 20:29:10 GMT - Second attempt to upload revised LON.</p>
	Select a reason for this modification	Deleting Certificate, Degree, Option or Organizational Unit—(LON 5)	Adding an Option, Concentration or Emphasis--(LON 3)
	Upload attachments	4e_CNSLMS-SACC -Delete - Ltr of Notification.docx	<p>LON E - MS in Counseling - School Counseling Concentration.pdf</p> <p>CNSLMS - Revision - LON11C.docx</p> <p>Section C School Counseling Licensure ADE CURRENT.docx</p> <p>CNSLMS-ADCN - New Option - Ltr of Notification.docx</p> <p>CNSLMS-RHAB - New Option - Ltr of Notification.docx</p>
	Phone:	53781	53329

<p>Description and justification of the request</p>	<p>This request is to delete Student Affairs and College Counseling Concentration/Emphasis of the M.S. in Counseling degree program (CNSLMS-SACC). No students are currently enrolled in this concentration, and there has not been any demand for this concentration for several years. No courses will be deleted from the course inventory because courses that are required for this concentration are also required courses in two other remaining Clinical Mental Health and School Counseling concentrations.</p> <p> </p> <p> </p> <p>Deleted content includes the following sentence: "Emphasis in Student Affairs and College Counseling requires 48 graduate hours including the core and the following 21 hours" and five courses: CNED 5343, CNED 5373, CNED 5403, CNED 574V, and HIED 5033.</p> <p> </p> <p>There is a formatting issue and deleted courses show up under Clinical Mental Health Counseling Emphasis, which is confusing. But the courses themselves that show up as deleted were deleted correctly and belong to the Emphasis in Student Affairs and College Counseling.</p> <p> </p> <p>I selected Fall 2016 for "No new students admitted after" and "Allow students in the program to complete through" because there was no other relevant option, but these questions are not applicable since there are no students in the Student Affairs and College Counseling Concentration/Emphasis at this time, and we have not had any for a number of years.</p>	<p>Adding two new concentrations- Addiction Counseling and Rehabilitation Counseling.   The accreditation bodies for Rehabilitation Counseling and Counseling have merged and will now all be under the umbrella of CACREP (Council for accreditation of Counseling and Related Education Professions). Counseling and Rehabilitation will be merging into one program and we would like to add two new CACREP specialty tracks. One will be in Rehabilitation Counseling which will replace the previously offered Masters in Rehabilitation Counseling. We will also be adding one in addictions counseling. This will be the only program of this sort in Arkansas and will be a very marketable program.</p> <p>Added names for School and Clinical Mental Health Counseling Concentrations.   These concentrations have previously existed but I added them so that they will now show up on the transcripts and specify which concentration a student is focusing on.</p> <p>Changed Core to 36 and concentrations all to 24 hours.   To align more closely with our accreditation standards, we have changed our Core courses to 36 hours and made all four concentrations 24 hours. School counseling was previously a 48 hour program, but accreditation standards now require a 60 hour program so we have made this change to the school concentration as well.</p>
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Description and Justification for this request	<p>This request is to delete Student Affairs and College Counseling Concentration/Emphasis of the M.S. in Counseling degree program (CNSLMS-SACC). No students are currently enrolled in this concentration, and there has not been any demand for this concentration for several years. No courses will be deleted from the course inventory because courses that are required for this concentration are also required courses in two other remaining Clinical Mental Health and School Counseling concentrations.</p> <p> </p> <p> </p> <p>Deleted content includes the following sentence: "Emphasis in Student Affairs and College Counseling requires 48 graduate hours including the core and the following 21 hours" and five courses: CNED 5343, CNED 5373, CNED 5403, CNED 574V, and HIED 5033.  </p> <p> </p> <p>There is a formatting issue and deleted courses show up under Clinical Mental Health Counseling Emphasis, which is confusing. But the courses themselves that show up as deleted were deleted correctly and belong to the Emphasis in Student Affairs and College Counseling.  </p> <p> </p> <p>I selected Fall 2016 for "No new students admitted after" and "Allow students in the program to complete through" because there was no other relevant option, but these questions are not applicable since there are no students in the Student Affairs and College Counseling Concentration/Emphasis at this time, and we have not had any for a number of years.  </p>	
Effective Catalog Year	Fall 2017	Fall 2018
Concentration(s):	DEL   SACC   Student Affairs and College Counseling Concentration/Emphasis of the M.S. in Counseling degree	DEL   SACC   Student Affairs and College Counseling Concentration/Emphasis of the M.S. in Counseling degree  ADD   RHAB   Rehabilitation Counseling  ADD   ADCN   Addiction Counseling  ADD   CMHC   Clinical Mental Health Counseling  ADD   SCHC   School Counseling
Track(s) - Action		Action
Focused Stud(y/ies) - Action		Action
What are the total hours needed to complete the program?		60
List institutions in the surrounding region offering similar programs		None

COMMA	Description and justification of the request	Corrected typo and names of course titles.	Deleted what had been 5.b. which had read : 4000-level Department of Communication courses that are approved for graduate credit. Students should limit the number of 4000-level courses to no more than six hours   We are moving all 4000 level courses we will accept for graduate level credit to 5000 level numbers. As a result that option is no longer relevant.
	Description and Justification for this request	Corrected typo and names of course titles.	
	Effective Catalog Year	Fall 2016	Fall 2018
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		33
CVEGMS	Scheduled Program Review Date	Spring 2017	2023-2024
	Reviewer Comments	kdhall - Fri, 28 Aug 2015 13:57:53 GMT - Rollback: Stated requirements for CVEG 5100 (Graduate Seminar) are incorrect. agriffin - Fri, 28 Aug 2015 18:33:37 GMT - Changed effective catalog year from summer 2014 to fall 2016. rossetti - Tue, 06 Oct 2015 21:43:49 GMT - Edits as per discussion during Engineering Curriculum Committee calison - Mon, 09 May 2016 23:55:43 GMT - Corrected a couple of usages.	ndennis - Thu, 14 Sep 2017 14:30:01 GMT - Revised Description and Justification agriffin - Thu, 14 Sep 2017 19:59:49 GMT - Changed effective date from fall 2017 to fall 2018. agriffin - Thu, 14 Sep 2017 20:01:49 GMT - Changed program review date from spring 2017 to 2023-2024.
	Description and justification of the request	This request eliminates the "report option" (30 hours coursework plus 3 hours 'research report') from the program. The report option was being used primarily as a fall-back for students unable or unwilling to complete a Master's Thesis. Typically, students completing the report option have not effectively contributed to the overall success of the research program through journal article publication or other forms of technology transfer.    This request creates a "coursework only" option (36 hours of graduate-level courses) for students to complete formal advanced education, but do not wish to pursue research. This option targets students seeking to deepen their technical knowledge and expertise for application in the profession -- which includes both traditional students (those entering the program directly upon graduation with a BS degree) and non-traditional students (currently-working professionals or candidates returning after having worked in the profession).	Reduce the number of hours for the course work only option from 36 to 30   To be consistent with other MS Programs in the college.

Description and Justification for this request	<p>This request eliminates the "report option" (30 hours coursework plus 3 hours 'research report') from the program. The report option was being used primarily as a fall-back for students unable or unwilling to complete a Master's Thesis. Typically, students completing the report option have not effectively contributed to the overall success of the research program through journal article publication or other forms of technology transfer.  </p> <p> </p> <p>This request creates a "coursework only" option (36 hours of graduate-level courses) for students to complete formal advanced education, but do not wish to pursue research. This option targets students seeking to deepen their technical knowledge and expertise for application in the profession -- which includes both traditional students (those entering the program directly upon graduation with a BS degree) and non-traditional students (currently-working professionals or candidates returning after having worked in the profession).  </p>	
Effective Catalog Year	Fall 2016	Fall 2018
Program Goals and Objectives	<p>Program Goals:</p> <ol style="list-style-type: none"> <li>1. Prepare students to pursue careers in the broad field of civil engineering.</li> <li>2. Prepare students to demonstrate advanced technical knowledge related to civil engineering.</li> </ol>	<p>Program Goals:</p> <ol style="list-style-type: none"> <li>1. Prepare students to pursue careers in the broad field of civil engineering.</li> <li>2. Prepare students to demonstrate advanced technical knowledge related to civil engineering.</li> </ol>
Learning Outcomes	<p>Student Learning Outcomes:</p> <ol style="list-style-type: none"> <li>1. Apply knowledge of mathematics, science, and engineering to solve advanced-level engineering problems in civil engineering.</li> <li>2. Locate and evaluate pertinent published literature relevant to a given topic, and apply the information gained to a design, analysis, or research effort.</li> <li>3. Organize and deliver effective communications.</li> <li>4. Design a system, component, or process to meet desired needs.</li> <li>5. Design and conduct experiments, and analyze and evaluate the resulting data.</li> </ol>	<p>Student Learning Outcomes:</p> <ol style="list-style-type: none"> <li>1. Apply knowledge of mathematics, science, and engineering to solve advanced-level engineering problems in civil engineering.</li> <li>2. Locate and evaluate pertinent published literature relevant to a given topic, and apply the information gained to a design, analysis, or research effort.</li> <li>3. Organize and deliver effective communications.</li> <li>4. Design a system, component, or process to meet desired needs.</li> <li>5. Design and conduct experiments, and analyze and evaluate the resulting data.</li> </ol>
Track(s) - Action		Action
Focused Stud(y/ies) - Action		Action
What are the total hours needed to complete the program?		30

ENGLPH	Description and justification of the request	Removed the "Master of Fine Arts in Creative Writing" from the focused study, because that program will have similar separate text in its requirements block.	We are requesting that ENGL 1023 no longer show under #2, Category B, of the Focused Study in Rhetoric and Composition sub-section, as my edit (above) reflects.   ENGL 1023 used to be included in Category B of #2 of the Focused Study in Rhetoric and Composition when it was followed by a parenthetical specifying the technical composition version of that course (considered a separate teaching assignment for doctoral students pursuing this focused study option). That particular version of 1023, however, has now been given its own course number ENGL 1033, which now appears in Category B. Consequently, we no longer need ENGL 1023 to show in Category B, only in Category A (as the regular version of the course).
	Description and Justification for this request	Removed the "Master of Fine Arts in Creative Writing" from the focused study, because that program will have similar separate text in its requirements block.	
	Effective Catalog Year	Fall 2017	Fall 2018
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
ENTSGC	What are the total hours needed to complete the program?		42
	Scheduled Program Review Date	NA	2021-2022
	CIP Code	Management Information Systems, General.	Management Science.
	Effective Catalog Year	Fall 2015	Fall 2018
	Program Delivery Method	On Campus	On Campus Online/Web-based
	Description and justification of the request	Deleted text that was not related to academic requirements.	Minor changes to update description and "update catalog;" incorporate new ISYS 5103 Data Analytics Fundamentals course as an elective.   Updated online delivery percentage to reflect ADHE approval of 100% in 2014, as well as to reflect the fact that two tracks are currently blended delivery of 50-99%.
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		12
	Reason for offering Web-based Program		This program was approved for 100% online delivery in 2014. Currently it is being offered in one track as 100% (Business Analytics) and as blended (50 to 99%) in the other two tracks (Enterprise Resource Planning Information Systems).
	Maximum Class Size for Web-based Courses		25
	Course delivery mode		online
	Course delivery mode - Method(s)		Blended Delivery Methods
	Class interaction mode		bulletin
	Class interaction mode - Method(s):		Other
	Percent Online		100% with No Required Campus Component 50-99%

	Provide a List of Services Supplied by Consortia Partners or Outsourced Organization		Lynda.com
	Estimate Costs of the Program over the First 3 Years		no additional costs
	Reviewer Comments		<p>agriffin - Fri, 05 May 2017 20:53:15 GMT - Changed effective catalog date from fall 2017 to fall 2018. It is too late for request to be approved for this fall. Also updated scheduled program review date via AACSB schedule. In addition, verified with ADHE that the CIP Code of 52.1301 was already approved and program is an approved online graduate certificate. No changes to the program for these two fields.</p> <p>kbible - Tue, 17 Oct 2017 18:11:44 GMT - Updated online delivery percentage to reflect ADHE approval of 100% in 2014, as well as to reflect the fact that two tracks are currently blended delivery of 50-99%.</p>
HISTMA	Description and justification of the request	admin update of program requirements due to dual level conversion; 6000 to 7000-level course adjustments.	<p>The History department voted to make the following changes to the MA program and admission criteria to the MA and PhD program.</p> <p>Admission Criteria</p> <p>(1) Begin to require a writing sample for the MA program</p> <p>(2) Require a departmental application--- this has been a requirement for several years, just never appeared in the catalog</p> <p>(3) Alter the minimum scores on GRE verbal and writing to reflect current practices of admissions decisions</p> <p>(4) Add language making clear the department's Graduate Studies Committee makes admissions decisions and the process of those decisions</p> <p>(5) Rearranging and cleaning up existing language</p> <p>MA Program Change:</p> <p>(1) Require students to take 12 hours of research or reading graduate seminars at the 7000-level, up from 9 hours currently required</p> <p>(2) Clarify that students need to take at least 9 hours outside of their major field from the 21 hours of seminars and electives, not including the required HIST 7023: Historical Methods course (this is always out of the major field and the department never counted it as part of this outside field requirement)</p> <p>(3) Rearranged and cleaned up existing language</p> <p>Admission Criteria:</p> <p>(1) Department believed that requiring a writing sample for the MA program, since it is research based, would be a better tool for screening applicants and ensuring applicant success.</p> <p>(2-4) This matches the department's practice over the last several years and accurately indicates its intentions in the catalog</p> <p>MA Program Change</p> <p>(1) Department believed that requiring more graduate seminars enhances the quality of graduate education in the department. After conducting a review of peer institutions, the department found it was out of step with other programs. Out of 16 peer programs, only two others required 9 seminar hours. The majority required 12 or 15.</p> <p>(2-3) This clarifies already existing departmental practice and makes clear intentions in the catalog</p>
	Description and Justification for this request	admin update of program requirements due to dual level conversion; 6000 to 7000-level course adjustments.	

	Effective Catalog Year	Fall 2017	Fall 2018
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		30
	Reviewer Comments		rcc003 - Tue, 26 Sep 2017 16:34:44 GMT - Added punctuation. rcc003 - Tue, 26 Sep 2017 16:35:57 GMT - syntax corrections
RHABMS	College/School Code	all	College of Education and Health Professions(EDUC)
	Reviewer Comments	jpenner - Wed, 25 Mar 2015 15:55:58 GMT - I made a couple of minor changes that Brent Williams requested. Apparently it is now CRC, not CRD. jpenner - Wed, 25 Mar 2015 15:57:00 GMT - Extra "a" removed. agriffin - Tue, 12 May 2015 16:15:59 GMT - Added specific description to justification block. agriffin - Tue, 12 May 2015 16:17:19 GMT - Changed effective catalog year to fall 2016. lkulcza - Mon, 18 May 2015 21:57:08 GMT - Per request from Terry Martin, treating this as an editorial catalog change and removing from workflow. Also adjusting effective date back to fall 2015. lkulcza - Mon, 18 May 2015 21:58:31 GMT - Attaching email documentation from Alice G/Terry M	lkulcza - Tue, 05 Sep 2017 21:18:30 GMT - Admin update to correct college/school kmamisei - Thu, 07 Sep 2017 14:29:08 GMT - Rollback: LON Item #12 and letter of notification will need to be revised. agriffin - Sun, 24 Sep 2017 03:08:17 GMT - Renamed LON for BOT naming convention. Also, accepted all changes and stopped tracking in document. lkulcza - Mon, 25 Sep 2017 23:41:47 GMT - The attached Ltr of Notification indicates students will be able to complete this program through May 2021, but need clarification of the last term in which students should be admitted to the existing program. agriffin - Mon, 09 Oct 2017 17:25:49 GMT - Minor edit to LON. agriffin - Mon, 30 Oct 2017 18:32:55 GMT - ADHE revised the LON templates. Updated attached LON and uploaded revised copy. Changes did not impact the information provided by the college.
	Select a reason for this modification	Making Minor Changes to an Existing Degree (e.g. changing 15 or fewer hours, changing admission/ graduation requirements, adding Focused Study)	Deleting Certificate, Degree, Option or Organizational Unit—(LON 5)
	Upload attachments	RHABMS email.docx	RHABMS - Deletion - Ltr of Notification.docx
	Description and justification of the request	I am adding to the catalog description a program requirement that already exists. Adding the following statement to the second paragraph of the program requirements:    The Rehabilitation Education and Research Program does not conduct comprehensive examinations. In lieu of comprehensive exams, students are required to take and pass the Certified Rehabilitation Counselor examination (CRC) from the Commission on Rehabilitation Counselor Certification (CRCC). Students must arrange for the documentation of the exam scores to be sent to the department. Failure to pass the examination will result in the student having to repeat the examination and therefore delay graduation by at least one semester.	Deleting the Rehabilitation Masters program since this program will now be merged with Counseling Masters program and the Rehabilitation focus will be a new concentration in the Counseling Masters program.   The professional accrediting entities that oversee academic programs, the Council on Rehabilitation Education, (CORE) and the Council for Accreditation of Counseling Related Programs, (CACREP) have merged; as such, the distinct professions of Rehabilitation Counseling and Counseling no longer exist. Rehabilitation Counseling is now a specialization within the larger profession of Counseling. Commensurately, academic program are henceforth required to mirror this professional merger, rehabilitation counseling programs will no longer be free-standing programs but tracks with larger counseling programs. CACREP will accredit these programs moving forward. To comply with CACREP standards the master's program in rehabilitation counseling is merging into the master's program counselor education.\n\n



	Description and Justification for this request	<p>I am adding to the catalog description a program requirement that already exists. Adding the following statement to the second paragraph of the program requirements:  </p> <p>The Rehabilitation Education and Research Program does not conduct comprehensive examinations. In lieu of comprehensive exams, students are required to take and pass the Certified Rehabilitation Counselor examination (CRC) from the Commission on Rehabilitation Counselor Certification (CRCC). Students must arrange for the documentation of the exam scores to be sent to the department. Failure to pass the examination will result in the student having to repeat the examination and therefore delay graduation by at least one semester.  </p>	
	Effective Catalog Year	Fall 2015	Fall 2018
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		48