**University College (UC)**

**Western Kentucky University**

**745-4231**

***REPORT TO THE UNDERGRADUATE CURRICULUM COMMITTEE***

Date: January 16, 2014

University College submits the following items for consideration:

|  |  |
| --- | --- |
| **Type of Action** | **Description of Item and Contact Information** |
| Action | Proposal to Create a New Course  Item: IDST 200 Interdisciplinary Study Away Experience  Contact person: Ken Kuehn  Email: [kenneth.kuehn@wku.edu](mailto:kenneth.kuehn@wku.edu)  Phone: 745-7007 |
| Action | Proposal to Revise a Program  Item: Business  Contact Person: Ron Mitchell  Email: [ron.mitchell@wku.edu](mailto:ron.mitchell@wku.edu)  Phone: 745-4285 |
| Action | Proposal to Revise a Program  Item: Minor in Leadership Studies  Contact Person: John Baker  Email: [john.baker1@wku.edu](mailto:john.baker1@wku.edu)  Phone: 745-5149 |
| Action | Proposal to Revise a Program  Item: Leadership Certificate  Contact Person: John Baker  Email: [john.baker1@wku.edu](mailto:john.baker1@wku.edu)  Phone: 745-5149 |
| Action | Proposal to Revise a Program  Item: Organizational Leadership  Contact Person: John Baker  Email: [john.baker1@wku.edu](mailto:john.baker1@wku.edu)  Phone: 745-5149 |
| Action | Proposal to Make Multiple Revisions to a Course  Item: GERO 485  Contact Person: Dana Bradley  Email: [dana.bradley@wku.edu](mailto:dana.bradley@wku.edu)  Phone: 745-2356 |
| Action | Proposal to Create a New Certificate Program  Item: Specialist in Aging  Contact Person: Dana Bradley  Email: [dana.bradley@wku.edu](mailto:dana.bradley@wku.edu)  Phone: 745-2356 |
| Action | Proposal to Revise a Program  Item: Gerontology Minor  Contact Person: Dana Bradley  Email: [dana.bradley@wku.edu](mailto:dana.bradley@wku.edu)  Phone: 745-2356 |

Proposal Date: Dec 10, 2013

**University College**

**School of Professional Studies**

**Proposal to Create a New Course**

**(Action Item)**

Contact Person: Ken Kuehn, Interim Director kenneth.kuehn@wku.edu (270) 745-7007

**1.** **Identification of proposed course:**

* 1. Course prefix (subject area) and number: IDST 200
  2. Course title: Interdisciplinary Study Away Experience
  3. Abbreviated course title: IDST Study Away  
     (maximum of 30 characters or spaces)
  4. Credit hours: One (1) Variable credit (no)
  5. Grade type: pass/fail
  6. Prerequisites/co-requisites: Co-requisites are NSEA-999 or NSEB-999 (exchange holding course).
  7. Course description: This course examines the Study Away experience through face-to-face and online interactions during a semester-long Study Away program. It may be repeated up to three times.

**2. Rationale:**

* 1. Reason for developing the proposed course:

Study Away programs take place in locations in which the student does not need a passport.

This course provides academic support for students engaged in a semester-long Study Away experience. The purpose of this course is to guide students through a process of intentional reflection and analysis about their experience. Many times students reflect on their experience only after that fact, and are not provided the opportunity to apply the lessons learned about themselves and their host site during their exchange program. The course is designed to provoke reflection on the experience before, during, and after it takes place. While social media allows students to share their experiences informally, this course would require a different and more structured level of academic and cultural discussions.

* 1. Projected enrollment in the proposed course: 10 – 20 per semester
  2. Relationship of the proposed course to courses now offered by the department:

IDST 200 offers a means to document the impact of a semester-long experience while IDST 350 is designed for short-term study away/abroad programs.

* 1. Relationship of the proposed course to courses offered in other departments:

WKU students on an exchange program must maintain their home campus status as registered full-time, degree-seeking students for their financial aid and their academic progress. The co-requisite “holding” courses provide 11 credit hours of this requirement. The 1-credit hour IDST 200 course enables students to reach the 12-credit full-time status requirement. The co-requisite course is removed from the student’s record when the exchange courses are transferred back to WKU. The courses to be transferred back to WKU are approved by departments prior to the exchange.

UC 176 – International Cultural Orientation (1 credit hour) has been used in a similar manner for WKU students in semester-long study abroad experiences.

* 1. Relationship of the proposed course to courses offered in other institutions:

A canvas of other institutions conducting domestic exchanges shows very few require a course during the exchange. Students tend to take a pre-exchange program (not necessarily a course). Others require a post-exchange program (rarely a course), but those tend to be modeled on a study abroad program. WKU would be a leader in offering a domestic exchange credit-bearing course.

**3. Discussion of proposed course:**

* 1. Schedule type: S
  2. Learning Outcomes:
     + Articulate the impact of the experience on personal academic and professional goals
     + Articulate similarities and differences between WKU and the host institution
     + Understand the cultural difference between Kentucky and the host site
     + Understand the experience of peers in different locations
  3. Content outline:

IDST 200 is designed to prepare students for a study away semester-long experience, reflect on the experience while in the program, and provide a means to analyze the experience. The goal is to enable the student to articulate the impact of the experience through a reflective process.

* + - Part 1: Pre-Exchange

The class would meet prior to departure for an orientation on safety/health issues, behavioral/disciplinary processes, and alcohol awareness, among other topics. The session would them thinking about the academic goals and value of the experience.

Assignments would include self-assessment of expectations of the semester-long experience through group discussions, written pre-assessments, and review of orientation material.

* + - Part 2: During Exchange

While at the host locations, students will live and study in a different environment. The campus will have familiar support structures (resident halls, food courts, classrooms, student groups, intramurals etc), but the character of the location and the people may be very different from the WKU campus. Imagine spending an academic year in Puerto Rico. Students will be asked to observe and reflect on these differences and learn to navigate these differences in a timely manner.

Assignments completed via Blackboard would document the academic and cultural experiences through reflective writing and choice of images to share. Students would tell their story as it happens.

* + - Part 3: Post Exchange

Analyze the entire experience after the program.

Assignments would include a comparison of pre-program expectation to the post program assessment to explore how they differ from both academic and cultural perspectives. A goal would be for the student to explain how he/she envisions using the experience in the furtherance of his/her academic and career goals.

* 1. Student expectations and requirements:
     + Participation in class meetings and online discussions (40%).
     + Completion of an end of course written assignment (10%)
     + Satisfactory completion of assignments (40%).
     + Attention to detail and deadlines (10%)
  2. Tentative texts and course materials:

Online discussion boards, current information about the host location, program evaluation, self-assessment.

**4. Resources:**

* 1. Library resources: No specific needs
  2. Computer resources: No specific needs

**5. Budget implications:**

* 1. Proposed method of staffing: WKU’s Director of Study Away would be the instructor of record.
  2. Special equipment needed: None
  3. Expendable materials needed: None
  4. Laboratory materials needed: None

1. **Proposed term for implementation:** Fall 2014

**7. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| Department/ Unit School of Professional Studies | January 8, 2014 |
| University College Curriculum Committee | January 15, 2014 |
| Undergraduate Curriculum Committee |  |
| University Senate |  |

**Attachments: Course Inventory Form**

Proposal Date: November 22, 2013

**University College**

**School of Professional Studies**

**Proposal to Revise A Program**

**(Action Item)**

Contact Person: Ron Mitchell, ron.mitchell@wku.edu, 745-4285

**1. Identification of program:**

* 1. Current program reference number: 288
  2. Current program title: Business
  3. Credit hours: 60

**2. Identification of the proposed program changes:**

1. Change the Business Manufacturing Management Concentration of the Associate Degree in Business (288) program to Leadership.
2. Replace BUS 270C, MGMT 200C, MFG 240C, MFG 245C, and 6 hours of approved advisor electives with BUS 245C, BUS 214C, BUS 257C, BUS 248C, and 6 hours of LEAD 300 level classes. Add LEAD 200 into the concentration.

**C.** Change the General Education requirements for the program from 18 hours to 15

hours.

**3. Detailed program description:**

**CONCENTRATION: LEADERSHIP**

|  |  |
| --- | --- |
| Current Program | **Proposed** |
| Business Core | Business Core |
| ACC 200C – Accounting – Financial 3 hours  ACC 201C – Accounting – Managerial 3 hours  CSCI 145C – Introduction to Computing 3 hours  BUS 100C – Introduction to Business 3 hours  FINC 161C – Personal Finance 3 hours  BUS 210C – Organization and Management 3 hours  BUS 212C – Principles of Marketing 3 hours  BUS 253C – Management Capstone 3 hours  3 hours  Subtotal 24 hours | ACC 200C – Accounting – Financial 3 hours  ACC 201C – Accounting – Managerial 3 hours  CSCI 145C – Introduction to Computing 3 hours  BUS 100C – Introduction to Business 3 hours  FINC 161C – Personal Finance 3 hours  BUS 210C – Organization and Management 3 hours  BUS 212C – Principles of Marketing 3 hours  BUS 253C – Management Capstone 3 hours    Subtotal 24 hours |
| **Concentration:** | **Concentration:** |
| BUS 270C – Labor Management 3 hours  MGMT 200C – Legal Environment of Business 3 hours  MFG 240C – Manufacturing Mgt. Operations 3 hours  MFG 245C – Manufacturing Quality Mgt. 3 hours  Advisor Approved Electives 6 hours    Subtotal 18 hours | **BUS 214C – Business Communication 3 hours**  **BUS 245C – Introduction to managing Diversity**  **In the work place 3 hours**  **BUS 257C – Human Resources Management 3 hours**  **BUS 248C – Supervisory Management 3 hours**  **LEAD 200 – Intro to Leadership 3 hours**  **LEAD 300 - Two 300 level Leadership 6 hours**      **Subtotal 21 hours** |
| **General Education** | **General Education** |
| Category A  ENGL 100C – Intro to College Writing 3 hours  COMN 161C – Business and Professional  Speaking 3 hours  Category B Elective 3 hours  Category C  ECO 202C – Micro Economics 3 hours  ECO 203C – Macro Economics 3 hours  Category D  Math 116C – College Algebra 3 hours    General Education Subtotal 18 hours  Total Hours in Program 60 hours | **Category A 3 hours**    **Category B 3 hours**  **Category C 6 hours**    **Category D 3 hours**    **General Education Subtotal 15 hours**  Total Hours in Program 60 hours |

4. **Rationale for the proposed program changes:** The reorganization of the Professional Studies Department into the School of Professional studies necessitates a review of the concentrations of the Business (288) program within our department for the viability of each concentration. The Manufacturing Management concentration is no longer viable as there currently exists an Associate Degree in Manufacturing Technology housed in Ogden College of Science and Engineering that will meet the needs of students in our geographical area.

This proposed change, which includes the inclusion of LEAD 200, which is a prerequisite for LEAD 300 level classes, provides non-traditional students a seamless transition into the Organizational Leadership program. The addition of the LEAD 200 and two three-hundred level courses will allow a seamless transition into Organizational Leadership program and provides students another viable concentration within the Business degree. This concentration will provide needed skills for the work force.

The reduction in General Education requirements from 18 hours to 15 hours allows 3 credit hours to be placed in the concentration to provide more skills in the area of Leadership.

**5. Proposed term for implementation and special provisions (if applicable): Fall 2014**

**6. Dates of prior committee approvals:**

**Professional Studies Department**: November 6, 2013

University College Curriculum Committee January 15, 2014

Undergraduate Curriculum Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**University College**

**School of Professional Studies - Leadership Studies**

**Proposal to Revise A Program**

**(Action Item)**

Contact Person: John Baker, john.baker1@wku.edu, 745-5149

**1. Identification of program:**

* 1. Current program reference number: 410
  2. Current program title: Minor in Leadership Studies
  3. Credit hours: 21

**2. Identification of the proposed program changes:**

- change the title of the program to minor in Organizational Leadership

**3. Detailed program description: N/A**

**4. Rationale for the proposed program change:** Changing the title of the program standardizes the name to coincide with our other programs in Organization Leadership.

**5. Proposed term for implementation and special provisions (if applicable):**

Fall 2014

**6. Dates of prior committee approvals:**

School of Professional Studies: January 8, 2014

University College Curriculum Committee January 15, 2014

Professional Education Council (if applicable) N/A

Undergraduate Curriculum Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**University College**

**School of Professional Studies - Leadership Studies**

**Proposal to Revise A Program**

**(Action Item)**

Contact Person: John Baker, john.baker1@wku.edu, 745-5149

**1. Identification of program:**

* 1. Current program reference number: 173
  2. Current program title: Leadership Certificate
  3. Credit hours: 15

**2. Identification of the proposed program changes:**

- changes the number of credit hours from 15 to 14

- eliminate the three unduplicated hour requirement

- revise the electives to reflect only LEAD courses

- reduce the required number of practicum hours from three to two

- change the title of the program to Organizational Leadership Certificate

- revise the catalog description

**3. Detailed program description:**

**Current Program Proposed Program**

|  |  |
| --- | --- |
| Program Description  This program is designed for students who want to enhance their leadership knowledge and skills for current or future activities in a broad range of organizations. Various disciplines have addressed leadership and developed a substantial body of related literature. The introductory course (LEAD 200) will give students a systematic introduction to these various perspectives and theories of leadership. In the categorical courses in the program, a total of 9 hours from approved courses, students will explore leadership perspectives and implications in conjunction with their specific area(S) of study. In the capstone course, students will be challenged to synthesize their understandings of leadership, articulate those understandings, and apply them in a demonstrable way that enhances their education and relates to their career and life goals.  The leadership studies program will provide lectures, workshops, seminars, and interactions with visiting guest leaders who are renowned in their fields. In addition, The Leadership Studies Program will work with certificate-seekers to identify opportunities for leadership participation and practice in their own professional or occupational fields. | New Program Description  This program is designed for students who want to enhance their leadership knowledge and skills for current or future activities in a broad range of organizations. Various disciplines have addressed leadership and developed a substantial body of related literature. The introductory course (LEAD 200**/300**) will give students a systematic introduction to these various perspectives and theories of leadership. ~~In the categorical courses in the program, a total of 9 hours from approved courses, students will explore leadership perspectives and implications in conjunction with their specific area(S) of study.~~**Chosen electives build from LEAD 200/300 and provide students an emphasis in various aspects of leadership.** In the capstone course, students will be challenged to synthesize their understandings of leadership, articulate those understandings, and apply them in a demonstrable way that enhances their education and relates to their career and life goals.  The leadership studies program will provide lectures, workshops, seminars, and interactions with visiting guest leaders who are renowned in their fields. In addition, the Leadership Studies Program will work with certificate-seekers to identify opportunities for leadership participation and practice in their own professional or occupational fields. |
|  |  |

**Current Program Proposed Program**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | No Changes |  |  |  |  | No Changes |  |
| LEAD | 200 | Intro. to Lead. Studies | 3 |  | LEAD | 200 | Intro. to Lead. Studies | 3 |
| Elective |  | Ethics and social responsibility | 3 |  | **Or**  **LEAD** | **300** | **Leadership Theory and Application** | **3** |
| Elective |  | Human relations | 3 |  |  |  |  |  |
| Elective |  | Empirical assest. and critical thinking | 3 |  |  |  |  |  |
|  |  |  |  |  |  |  | **Select three of the following classes** |  |
|  |  |  |  |  | **LEAD OR** | **325** | **Leading Change** | **3** |
|  |  |  |  |  | **LEAD**  **OR** | **330** | **Leadership Ethics and Decision Making** | **3** |
|  |  |  |  |  | **LEAD**  **OR** | **395** | **Contemporary Issues in Leadership** | **3** |
|  |  |  |  |  | **LEAD OR** | **440** | **Leading Teams** | **3** |
|  |  |  |  |  | **LEAD** | **450** | **Global Leadership** | **3** |
| LEAD | 400 | Practicum in Lead. | 3 |  | LEAD | 400 | Practicum in Lead. | **2** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

**4. Rationale for the proposed program change:** Reducing certificate requirements from 15 to 14 hours is due to curriculum development and to better accommodate students. Leadership Studies now has curricula for a pure LEAD certificate that will better serve students by ensuring course availability for students, decreasing degree completion time, increasing retention, while pedagogically strengthening the certificate through a more deliberate focus on leadership. Reducing the required credit hours for the practicum provides students with the appropriate experiential learning experience compared to the minor (three credits) and major (three credits). Changing the title of the program standardizes the name to coincide with our major in Organizational Leadership and MA in Organizational Leadership.

**5. Proposed term for implementation and special provisions (if applicable):**

Fall 2014

**6. Dates of prior committee approvals:**

School of Professional Studies: January 8, 2014

University College Curriculum Committee January 15, 2014

Professional Education Council (if applicable) N/A

Undergraduate Curriculum Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**University College**

**School of Professional Studies - Leadership Studies**

**Proposal to Revise A Program**

**(Action Item)**

Contact Person: John Baker, john.baker1@wku.edu, 745-5149

**1. Identification of program:**

* 1. Current program reference number: 545
  2. Current program title: Organizational Leadership
  3. Credit hours: 48

**2. Identification of the proposed program changes:**

- changes in program core courses and number of credits in the core

- changes in program electives and number of elective credits

- changes in admission requirements

**3. Detailed program description:**

**Current Program Proposed Program**

|  |  |
| --- | --- |
| Program Description  The Bachelor of Science in Organizational Leadership (reference number 545) is an interdisciplinary degree providing an academic foundation for the professional and career-focused study of leadership. It is specifically designed to advance the professional objectives of adults already in the work force who desire to complete a baccalaureate degree for career advancement and expanded job opportunities.  The combination of leadership, management, and organizational communication, combined with a specific group of electives provides graduates with the knowledge and skills necessary to provide effective leadership at various levels and in a variety of occupational settings.  This degree program requires a minimum of 48 semester hours; **27 hours** in a common leadership and management core plus **21 hours in identified electives.** Students must meet all University requirements for admission, continuance in the program, and graduation as explained in the WKU Undergraduate Catalog. Students admitted to the Bachelor of Science in Organizational Leadership must have previously earned an associate’s degree from a regionally-accredited institution. | New Program Description  The Bachelor of Science in Organizational Leadership (reference number 545) is an interdisciplinary degree providing an academic foundation for the professional and career-focused study of leadership. It is specifically designed to advance the professional objectives of adults already in the work force who desire to complete a baccalaureate degree for career advancement and expanded job opportunities.  ~~The combination of leadership, management, and organizational communication, combined with a specific group of electives provides graduates with the knowledge and skills necessary to provide effective leadership at various levels and in a variety of occupational settings~~.  This degree program requires a minimum of 48 semester hours; **24 hours** in a common leadership and management core plus **24 hours in identified electives.** Students must meet all University requirements for admission, continuance in the program, and graduation as explained in the WKU Undergraduate Catalog. Students admitted to the Bachelor of Science in Organizational Leadership must have previously earned an associate’s degree from a regionally-accredited institution. |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Required Courses** | | | | | | | | |
| **Current Program** | | | |  | **Proposed Program** | | | |
| Prefix | # | Course Title | Hrs |  | Prefix | # | Course Title | Hrs |
| LEAD | 200 | Intro to Lead. Stud.  *And 5 of the following:* | 3 |  | LEAD | 200 | Intro to Lead. Stud. **OR** | 3 |
|  |  |  |  |  | **LEAD** | **300** | **Lead. Application**  ***And all of the following:*** | **3** |
| LEAD | 325 | Leading Change | 3 |  | LEAD | 325 | Leading Change | 3 |
| LEAD | 330 | Lead. Ethics & Dec. | 3 |  | LEAD | 330 | Lead. Ethics & Dec. | 3 |
| LEAD | 395 | Cont. Lead Issues | 3 |  | LEAD | 395 | Cont. Lead Issues | 3 |
| LEAD | 400 | Practicum in Lead | 3 |  | LEAD | 400 | Practicum in Lead | 3 |
| LEAD | 440 | Leading Teams | 3 |  | LEAD | 440 | Leading Teams | 3 |
| LEAD | 450 | Lead in Global Con. | 3 |  | LEAD | 450 | Lead in Global Con. | 3 |
| MGT | 210 | Org. and Mgt.  *And 2 of the following:* | 3 |  | MGT-  **OR**  **BUS** | 210 **OR**  **210C** | Organization and Management  **Organization and Management** | 3  **3** |
| MGT | 311 | HR Mgt. | 3 |  |  |  |  |  |
| MGT | 314 | Operations Mgt. | 3 |  |  |  |  |  |
| MGT | 361 | Bus. Comm. Fund. | 3 |  |  |  |  |  |
| MGT | 417 | Org. Behavior | 3 |  |  |  |  |  |
| MGT | 419 | Mgt. of Org. Conflict | 3 |  |  |  |  |  |
| TOTALS |  | Credit Hours | 27 |  | TOTALS |  | Credit Hours | **24** |
| **Elective Courses** | | | | | | | | |
| **Current Program** | | | |  | **Proposed Program** | | | |
| Prefix | # | Course Title | Hrs |  | Prefix | # | Course Title | Hrs |
| AMS | 430 | TechMgt/Super/Team | 3 |  | AMS | 430 | TechMgt/Super/Team | 3 |
| HCA | 340 | Health Org and Mgt. | 3 |  | HCA | 340 | Health Org and Mgt. | 3 |
| PS | 110 | American Nat’l Govt. | 3 |  | PS | 110 | American Nat’l Govt. | 3 |
| PS | 311 | Intro to Public Policy | 3 |  | PS | 311 | Intro to Public Policy | 3 |
| PS | 338 | Govt. and Ethics | 3 |  | PS | 338 | Govt. and Ethics | 3 |
| PS | 440 | Elem. of Public Adm. | 3 |  | PS | 440 | Elem. of Public Adm. | 3 |
| PSY | 350 | Social Psych | 3 |  | PSY | 350 | Social Psych | 3 |
| PSY | 355 | Cross-Cult. Psych | 3 |  | PSY | 355 | Cross-Cult. Psych | 3 |
| PSY | 370 | I/O Psych | 3 |  | PSY | 370 | I/O Psych | 3 |
| SOCL | 360 | Comm. in Rural/Urban Settings | 3 |  | SOCL | 360 | Comm. in Rural/Urban Settings | 3 |
| SOCL | 362 | Social Institutions | 3 |  | SOCL | 362 | Social Institutions | 3 |
| SOCL | 375 | Diversity in Am. Soc. | 3 |  | SOCL | 375 | Diversity in Am. Soc. | 3 |
| GEOG | 280 | Intro to Env. Science | 3 |  | GEOG | 280 | Intro to Env. Science | 3 |
| GEOG | 316 | Fund. Geo. Info Sys. | 3 |  | GEOG | 316 | Fund. Geo. Info Sys. | 3 |
| GEOG | 317 | Geo. Info. Sys. | 3 |  | GEOG | 317 | Geo. Info. Sys. | 3 |
| GEOG | 380 | Princ. of Global Sus. | 3 |  | GEOG | 380 | Princ. of Global Sus. | 3 |
| GEOG | 417 | GIS Ana. and Mod. | 3 |  | GEOG | 417 | GIS Ana. and Mod. | 3 |
| GEOG | 419 | GIS App. Dev. | 3 |  | GEOG | 419 | GIS App. Dev. | 3 |
| GEOG | 474 | Env. Planning | 3 |  | GEOG | 474 | Env. Planning | 3 |
| GEOG | 487 | Env. Law and Policy | 3 |  | GEOG | 487 | Env. Law and Policy | 3 |
|  |  |  |  |  | **GEOG** | **444** | **Env. Ethics in Geo.** | **3** |
|  |  |  |  |  | **CIS** | **320** | **Personal Info Tech.** | **3** |
|  |  |  |  |  | **CIS** | **321** | **Emerging Info. Tech.** | **3** |
|  |  |  |  |  | **COMM** | **240** | **Critical Listening** | **3** |
|  |  |  |  |  | **COMM** | **263** | **Fund. of Comm. & Culture** | **3** |
|  |  |  |  |  | **COMM** | **463** | **Intercultural Comm.** | **3** |
|  |  |  |  |  | **ENG** | **306** | **Business Writing** | **3** |
|  |  |  |  |  | **HCA** | **342** | **HRM for Healthcare Mgrs.** | **3** |
|  |  |  |  |  | **HCA** | **344** | **Health Systems Mgt.** | **3** |
|  |  |  |  |  | **LEAD** | **400** | **Practicum in Lead** | **3** |
|  |  |  |  |  | **HCA** | **346** | **Ambulatory Care Admin.** | **3** |
|  |  |  |  |  | **HCA** | **442** | **Princ. & Methods of Healthcare Planning** | **3** |
|  |  |  |  |  | **REC** | **220** | **Understanding the Non-Profit** | **3** |
|  |  |  |  |  | **REC** | **460** | **Grant Writing for Non-Profit** | **3** |
|  |  |  |  |  | **MGT OR MGMT** | **200 OR 200C** | **Legal Environment of Business** | **3** |
|  |  |  |  |  | **MGT** | **311** | **HR Mgt.** | **3** |
|  |  |  |  |  | **MGT** | **314** | **Operations Mgt.** | **3** |
|  |  |  |  |  | **MGT** | **417** | **Org. Behavior** | **3** |
|  |  |  |  |  | **MGT** | **419** | **Mgt. of Org. Conflict** | **3** |
|  |  |  |  |  | **IDST** | **395** | **Invest. Methods in Inter. Discip. Studies** | **3** |
|  |  |  |  |  | **PLS** | **200** | **Legal Ethics** | **3** |
|  |  |  |  |  | **BUS** | **257** | **HR Management** | **3** |
|  |  |  |  |  | **BA** | **110** | **Intro. to Bus and Entrepreneurship** | **3** |
|  |  |  |  |  | **MKT OR** | **220** | **Basic Marketing Concepts** | **3** |
|  |  |  |  |  | **BUS** | **212C** | **Principles of Marketing** | **3** |
|  |  |  |  |  | **ACCT OR** | **201** | **Into. to Accounting-Managerial** | **3** |
|  |  |  |  |  | **ACCT** | **200** | **Into. to Accounting-Financial** | **3** |
| TOTALS |  | Credit Hours | 21 |  | TOTALS |  | Credit Hours | **24** |

**4. Rationale for the proposed program change:**

Reducing the core from 27 to 24 hours is due to program growth and curriculum development. Leadership Studies now has curricula for a LEAD core that will better serve students by ensuring course availability for students decreasing degree completion time, increasing retention, while pedagogically strengthening the degree. Moving the MGT electives from the core to electives still provides students the ability to enroll in these courses that support the LEAD core curriculum. The additional elective courses facilitate advising while providing students with appropriate primarily online courses that complement the core curriculum and accommodate our non-traditional students.

**5. Proposed term for implementation and special provisions (if applicable):**

Fall 2014

**6. Dates of prior committee approvals:**

School of Professional Studies: January 8, 2014

University College Curriculum Committee January 15, 2014

Professional Education Council (if applicable) N/A

Undergraduate Curriculum Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Proposal Date: January 12, 2014

**University College**

**Diversity & Community Studies**

**Proposal to Make Multiple Revisions to a Course**

**(Action Item)**

Contact Person: Dana Burr Bradley, PhD, [dana.bradley@wku.edu](mailto:dana.bradley@wku.edu), 270 745-2356

**1. Identification of course:**

* 1. Current course prefix (subject area) and number: GERO 485
  2. Course title: Seminar in Gerontology

**2. Revise course title: n/a**

* 1. Current course title:
  2. Proposed course title:
  3. Proposed abbreviated title:
  4. Rationale for revision of course title:

**3. Revise course number: n/a**

* 1. Current course number:
  2. Proposed course number:
  3. Rationale for revision of course number:

**4. Revise course prerequisites/corequisites/special requirements:**

4.1 Current prerequisites/corequisites/special requirements: (indicate which) n/a

4.2 Proposed prerequisites/corequisites/special requirements: n/a

4.3 Rationale for revision of course prerequisites/corequisites/special requirements: n/a

4.4 Effect on completion of major/minor sequence: Students selecting the GERO minor before implementation of revised GERO minor (Fall 2014) will be offered the option of substituting GERO 490 1 credit for GERO 485.

**5. Revise course catalog listing:**

* 1. Current course catalog listing: Students integrate what they have learned in gerontology with a focus on how those concepts, ideas, theories and practical experiences relate to their career or higher education goals. Students create a portfolio and resume that reflects their experiences.
  2. Proposed course catalog listing: Students integrate what they have learned in gerontology with a focus on how those concepts, ideas, theories and practical experiences relate to their personal, professional or higher education goals.
  3. Rationale for revision of course catalog listing: Aligns with proposed increase in total minimum hours for Gerontology Minor and proposed Specialist in Aging Certificate.

**6. Revise course credit hours:**

* 1. Current course credit hours: 1
  2. Proposed course credit hours: 3
  3. Rationale for revision of course credit hours: Thoughtful reflection and documentation required in a seminar capstone better aligned with 3 credit hours.

**7.** **Revise grade type: n/a**

7.1 Current grade type:

7.2 Proposed grade type:

7.3 Rationale for revision of grade type:

**8. Proposed term for implementation:** Fall 2014

**9. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| Department of Diversity & Community Studies | January 12, 2014 |
| University College Curriculum Committee | January 15, 2014 |
| Professional Education Council (if applicable) |  |
| General Education Committee (if applicable) |  |
| Undergraduate Curriculum Committee |  |
| University Senate |  |

January 12, 2014

**University College**

**Diversity and Community Studies**

**Proposal to Create a New Certificate Program**

**(Action Item)**

Contact Person: Dana Burr Bradley, [dana.bradley@wku.edu](mailto:dana.bradley@wku.edu), 270 745.2356

**1. Identification of program:**

* 1. Program Title: Aging Specialist
  2. Required Hours: 15 hours
  3. Special information: This is an interdisciplinary certificate for the Gerontology program (GERO). It draws on courses within GERO and across the university.
  4. Catalog description: The undergraduate academic certificate, Aging Specialist, will help prepare individuals for job opportunities in an aging society and in their personal lives as they and members of their families age. The 15-semester-hour program includes 6 required hours in gerontology and 9 hours distributed across three content areas.
  5. Classification of Instructional Program Code (CIP): 30.001 Gerontology

**2. Learning outcomes of the proposed certificate program:**

1. Students will understand the biological, psychological and sociological underpinnings of aging in contemporary.
2. Students will understand of methods and techniques to assist older persons and their families to achieve a successful response to aging.
3. Students will develop understanding of and will engage in interdisciplinary approaches to issues and problems of aging.

**3. Rationale:**

* 1. Reason for developing the proposed certificate program:

The Aging Specialist Certificate was designed to meet an identified need for the Bachelor’s of Interdisciplinary Studies program (BIS). The BIS does not allow a minor and academic advisors estimate that students in 4 of the 8 BIS concentrations would find the Certificate useful for their program of study. In addition, the Gerontological Society of America is leading an initiative to accredit gerontology programs and this Certificate would meet proposed standards.

Currently, 45 million people in the United States are ages 60 and older, and this number is projected to more than double to over 90 million by 2050. Numbers of the “oldest old,” those ages 85 and older, are projected to rise rapidly over the next 40 years. By 2050, the oldest old will number 19 million, over one-fifth of the total population ages 60 and older. Kentucky mirrors the rest of the country with the growth in the numbers of people age 60 and above projected to reach 26.2% by 2030. Job opportunities related the aging of our population are numerous and the Bureau of Labor Statistics (BLS, 2013) reports that the demand for health care worker to address the needs of an aging population will account for in part for nearly one third of the total projected increase in jobs between 2012 and 2022.

* 1. Relationship of the proposed certificate program to other programs now offered by the department: Western Kentucky University has offered a minor in Gerontology since the 1980s and created the Center for Gerontology in 2005 to provide leadership of aging initiatives for the university. In 2012 the Department of Diversity and Community Studies (DCS) was created and the Gerontology programs became one of four focal points for the department. Since then, the Gerontology Minor has grown serving majors in departments across all WKU colleges. In 2010 the Institute for Citizenship and Social Responsibility (ICSR) created an undergraduate certificate in Citizenship and Social Responsibility which is also now part of the DCS.
  2. Relationship of the proposed certificate program to certificate programs offered in other departments: The Gerontology programs have a strong record of collaborating with units in all WKU colleges. The proposed curriculum for the Aging Specialist certificate reflects the wealth and diversity of knowledge in aging across departments. Currently the Department of Public Health offers a certificate in long term care to prepare students for the KY licensure exam.
  3. Projected enrollment in the proposed certificate program: Based on the enrollment on the current minor program, we anticipate growing to 25 in two years.
  4. Similar certificate programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions): A 21 credit hour gerontology minor is offered at University of Kentucky, Kentucky State University, and Murray State University, while Northern Kentucky University offers a 21 credit hour aging and society minor. Other benchmark institutions have active undergraduate programs in aging: Florida Atlantic Indiana State University and Ohio University offer a gerontology certificate, Ball State University, Bowling Green State University, Illinois State University and University of North Carolina Charlotte offer a gerontology minor; James Madison University, Northern Illinois University, and University of South Alabama offer both a minor and a certificate in gerontology, Towson University offers both a minor and a BA/BS in gerontology,
  5. Relationship of the proposed certificate program to the university mission and objectives:

The Aging Specialist certificate will serve the university mission statement by preparing students “to be productive, engaged, and socially responsible citizen-leaders of a global society.” Through coursework and community engagement, the proposed certificate program will attract students who are seeking opportunities for building strong communities responsive to the aging of their communities. In addition, the certificate will address Objective 3.1 of the University Action Plan, (Expand WKU’s Economic Impact on the Regions) by providing undergraduate students with appropriate training to develop, lead and deliver services in aging.

**4. Curriculum:**

The aging specialist certificate requires 15 credit hours.

The following courses are required for the certificate (6 hours total):

GERO 100 (3) Introduction to the Aging Experience

GERO 485 (3) Seminar in Gerontology

The remaining 9 hours are selected among the following categories or as approved by Aging Specialist Certificate Coordinator. Gero 490 Independent Study in Gerontology GERO 495 Topics in Gerontology may be counted towards the Certificate.

Biomedical and health services: (3) hours

BIOL 344 Biology of Aging

CD 489 Geriatric Communication Disorders CFS 367 Nutrition in Aging

EXS 455 Exercise and Aging

NURS 451 Gerontological Nursing

PH 443 Healthy Aging

PH 464 Women’s Health

Social and behavioral sciences: (3) hours

SOC 342 Aging in Society

PSY 423 Psychology of Adult Life and Aging

ECON 365 Economics of Aging

PH 444 Death, Dying and Bereavement

PHIL 322 Biomedical Ethics

PHIL 426 Philosophy of Old Age

Administration, policy and management: (3 hours)

HCA 340 Health Care Org & Management

HCA 345 Long-Term Care Administration

HCA 353 Quality in Long-Term Care

HCA 355 Nursing Facility Administration

HCA 471 Managed Care

FIN 261 Personal Finance

FIN 444 Retirement and Planning

PLS 395C Estate Planning & Administration

SWK 326 Services for Older Adults

**5. Budget implications:**

The Gerontology programs are currently supported by one full time faculty member. Beginning January 2014, the Center for Gerontology gained a full time Coordinator of Community Outreach and Advising to support aging initiatives. No new resources are anticipated.

**6. Proposed term for implementation:** Fall 2014

**7. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| Department of Diversity & Community Studies | January 12, 2014 |
| University College Curriculum Committee | January 15, 2014 |
| Contact with Office of Academic Affairs | January 15, 2014 |
| Professional Education Council (if applicable) | n/a |
| Undergraduate Curriculum Committee |  |
| University Senate |  |
| Board of Regents |  |

January 12, 2014

**University College**

**Department of Diversity & Community Studies**

**Proposal to Revise A Program**

**(Action Item)**

Contact Person: Dana Burr Bradley, PhD, [dana.bradley@wku.edu](mailto:dana.bradley@wku.edu), 270 745-2356

**1. Identification of program:**

* 1. Current program reference number: 381
  2. Current program title: Gerontology Minor
  3. Credit hours: 19

**2. Identification of the proposed program changes:**

Increase minimum credit hours from 19 to 21

Change Required Courses from 4 credit hours to 6 credit hours

Add 5 Courses to approved elective list

**3. Detailed program description:**

|  |  |  |  |
| --- | --- | --- | --- |
| Required Courses:  GERO 100 Intro to the Aging Exp  GERO 485 Seminar in Gero  Primary Elective Options(at least 2)  BIOL 344 Biology of Aging  PH 443 Healthy Aging  SOC 342 Aging in Society  PSY 423 Psych of Adult Life and Aging  Secondary Elective Options  CD 489 Geriatric Comm Disorders  CFS 367 Nutrition in Aging  ECON 365 Economics of Aging  EXS 455 Exercise and Aging  FIN 261 Personal Finance  FIN 444 Retirement and Planning  HCA 345 Long-Term Care Admin  HCA 471 Managed Care  PH 444 Death, Dying & Bereavement  PH 464 Women’s Health  PHIL 322 Biomedical Ethics  PHIL 426 Philosophy of Old Age  SWK 326 Services for Older Adults  GERO 490 Indep Study in Gero  GERO 495 Topics in Gerontology  Or as approved by Gerontology Minor Coordinator.  Total | Hrs  (3)  (1)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (1-3)  (1-6)  19 | Required Courses:  GERO 100 Intro to Aging Exp  **GERO 485 Seminar in GERO**  Primary Elective Options(at least 2)  BIOL 344 Biology of Aging  PH 443 Healthy Aging  SOC 342 Aging in Society  PSY 423 Psych of Adult Life & Aging  **Secondary Elective Options**  CD 489 Geriatric Comm Disorders  CFS 367 Nutrition in Aging  ECON 365 Economics of Aging  EXS 455 Exercise and Aging  FIN 261 Personal Finance  FIN 444 Retirement and Planning  HCA 345 Long-Term Care Admin  HCA 471 Managed Care  PH 444 Death, Dying & Bereavement  PH 464 Women’s Health  PHIL 322 Biomedical Ethics  PHIL 426 Philosophy of Old Age  SWK 326 Services for Older Adults  GERO 490 Indep Study in Gero  GERO 495 Topics in Gerontology  Or as approved by Gerontology Minor Coordinator.  **HCA 353 Qual Patient Safety LTC**  **HCA 355 Nursing Facility Admin**  **NURS 451 Gerontol Nursing**  **PH 447 Human Values & Health Sci**  **PLS 395C Estate Planning & Admin**  **Total** | Hrs  (3) **(3)**  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (3)  (1-3)  (1-6)  **(3)**  **(3)**  **(3)**  **(3)**  **(3)**  **(3)**  **(3)**  **21** |

**4. Rationale for the proposed program change:**

The addition of five approved electives enhances the ability to align the GERO Minor better with a student’s primary major and/or professional goals. GERO 485 was increased to 3 credit hours to reflect the content and learning outcomes of this seminar experience. The minimum hours for the Gerontology Minor was increased from 19 to 21 hours to more closely align with requirements of minors in other gerontology programs (8 of 11 benchmarks have a 21 hour minimum minor program).

**5. Proposed term for implementation and special provisions (if applicable):** Fall 2014

**6. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| Department of Diversity & Community Studies | January 12, 2014 |
| University College Curriculum Committee | January 15, 2014 |
| Professional Education Council (if applicable) | n/a |
| Undergraduate Curriculum Committee |  |
| University Senate |  |