GRADUATE PROPOSALS

College of Arts and Humanities - Department of English and World Languages

1. Curriculum Revision for the Graduate Certificate in Teaching English to Speakers of Other Languages to reduce the hours from 15 hours to 12 hours; and
2. Delete the Master of Arts in English Teaching English as a Second Language Option.

College of Arts and Humanities - Department of History and Political Science

1. Add the Graduate Certificate in History.

College of Education and Health - School of Professional and Community Education

Emergency Management and Homeland Security
1. Curriculum Revision to modify the Master of Science in Emergency Management and Homeland Security to reduce the hours from 36 hours to 30 hours.

Higher Education and Student Affairs
1. Curriculum Revision for the Master of Science in Higher Education and Student Affairs to reduce the hours from 36 hours to 30 hours;
2. Curriculum Revision for the Graduate Certificate in Advising to reduce the hours from 15 hours to 12 hours; and
3. Add Graduate Certificate in College Athletic Advising.

College of Education and Health – Department of Kinesiology and Rehabilitation Science

1. Inactivate the Master of Science in Kinesiology, Strength, and Conditioning; and
2. Inactivate the Graduate Certificate in Coaching Strength and Conditioning.

College of Education and Health - Department of Teaching and Educational Leadership

1. Curriculum Revision for the Master of Arts in Teaching in Teaching Middle and Secondary, to create the Master of Arts in Teaching in Teaching Middle and Secondary Special Education Option;
2. Curriculum Revision for the Master of Education in Teaching, Learning, and Leadership to reduce the hours from 34 hours to 31 hours;
3. Curriculum Revision for the Graduate Certificate in P-12 Building Level Administration to reduce the hours from 27 hours to 24 hours;
4. Add the Graduate Certificate in Educator Development and Exploration; and
5. Add the Graduate Certificate in Instructional Technology Library Media Specialist K-12.

UNDERGRADUATE PROPOSALS

College of Arts and Humanities - Department of Communication and Media Studies

1. Add the Certificate of Proficiency in Sports Media.

College of Business and Economic Development - Department of Agriculture and Tourism

1. Curriculum Revision for the Bachelor of Science in Tourism to create the Bachelor of Science in Tourism Natural Resource Management Option.

College of Education and Health - Department of Kinesiology and Rehabilitation Science

1. Curriculum Revision for Bachelor of Science in Health and Exercise Science to create Bachelor of Science in Health and Exercise Science Public Health Option, and Bachelor of Science in Health and Exercise Science Coaching Athletics and Physical Activity Option;
2. Change the Program Title for the Bachelor of Science in Health and Physical Education Teacher Licensure, TO: Bachelor of Science in Coaching Athletics and Physical Activity;
3. Curriculum Revision for the Bachelor of Science in Rehabilitation Science to create the Bachelor of Science in Rehabilitation Science Therapeutic Recreation Option;
4. Add the Basic Certificate of Proficiency in Coaching Travel Team and Recreational Sport; and
5. Add the Certificate of Proficiency in Coaching Strength and Conditioning.

College of Education and Health - Department of Teaching and Educational Leadership

1. Add the Certificate of Proficiency in Early Childhood Education.

College of Science, Technology, Engineering, and Mathematics - Department of Biological and Earth Sciences

1. Delete the Bachelor of Science in Geosciences in Environmental Option, Bachelor of Science in Geosciences in Petroleum Option, and Bachelor of Science in Geosciences in Professional Option.

College of Science Technology, Engineering and Mathematics - Department of Mathematics and Physical Sciences

1. Delete the Bachelor of Science in Applied Science Actuarial Science Option, and Bachelor of Science in Applied Science Data Science Option;
2. Delete the Bachelor of Science in Chemistry Environmental Option; and
3. Delete the Bachelor of Science in Mathematics Education for Teacher Licensure.

Letter of Notification

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	**Adolfo Santos** Digitally signed by Adolfo Santos Date: 2024.09.24 15:11:00 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Emily Hoffman   Contact Person's Title: Head, Department of English and World Language

Contact Phone Number: (479) 968-0484   Contact Email Address: ehoffman1@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☑ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	**After Proposed Changes/New Program**
Program/Certificate Title	Graduate Certificate in Teaching English to Speakers to Other	
Degree Code	4335	✕
CIP Code	13.1401	
% Online (*if applicable*)	100%	

Reason for Proposed Action (*attach additional pages as needed*)

Reduce program from 15 hours to 12 hours. See attachment.

Category 2:   **Program Deletion/Inactive or Reactivation**

☐ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: [Select Term]   Effective Academic Year: [ ]   Effective Date (optional): [ ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[ ]

Category 3:   **Instruction/Research/Service Centers and Administrative/Organization Units**

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: [Select Term]   Effective Academic Year: [ ]   Effective Date (optional): [ ]

Reason for Proposed Action (*attach additional pages as needed*)

[ ]

[SAVE]   [ATTACH]   [SUBMIT]   [SHOW ATTACHMENTS]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. Current degree title: GC Teaching English to Speakers of Other Languages (TESOL)

2. Current degree code: 4335

3. Current CIP code: 13.1401

4. % Online (if applicable): 100% online. For students earning the certificate through participation in the ESOL Institute, it does require a face-to-face Summer Orientation program, which is a requirement of the grant, but all instruction for TESOL certificate takes place online.

5. Current curriculum.

   Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL)

   The satisfactory completion of the following 15 semesters of graduate work.

   TESL 5023 Second Language Acquisition or ENGL 5023 Second Language Acquisition

   TESL 5703 Teaching English as a Second Language or ENGL 5703 Teaching English as a Second Language

   TESL 5713 ESL Assessment or ENGL 5713 ESL Assessment

   TESL 5723 Teaching People of Other Cultures or ENGL 5723 Teaching People of Other Cultures

   TESL 6003 Linguistics for ESL Teachers

6. Proposed curriculum. If adding a new course, include new course description.

   TESL 5023 Second Language Acquisition or ENGL 5023 Second Language Acquisition

   TESL 5703 Teaching English as a Second Language or ENGL 5703 Teaching English as a Second Language

   TESL 5713 ESL Assessment or ENGL 5713 ESL Assessment

   TESL 5723 Teaching People of Other Cultures or ENGL 5723 Teaching People of Other Cultures

7. **Effective date, term, and academic year.**
   Summer 2025

8. **Reason for change.**
   To align certificate program with the ESOL Institute, so graduates receive both DESI and TESOL certificates, the latter from Arkansas Tech University. This requires a 12-hour certificate program rather than a 15-hour program.

Letter of Notification

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Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos — Digitally signed by Adolfo Santos Date: 2024.09.24 15:13:14 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date [ ]

Board of Trustee Approval/Notification Date [ ]

Contact Person: Dr. Emily Hoffman   Contact Person's Title: Head, Department of English and World Language

Contact Phone Number: (479) 968-0484   Contact Email Address: ehoffman1@atu.edu

Category 1: New or Existing Program Modification *(select all that apply)*

- [ ] Title or CIP change
- [ ] Articulation Agreement: [ ] 2+2 [ ] 3+1 [ ] 4+1 [ ] Other *attach copy of MOU*
- [ ] Program reconfiguration *attach copy of before & after curriculum*
- [ ] Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- [ ] Existing program offered by distance technology
- [ ] Existing certificate or degree program offered at an existing off-campus location
- [ ] New option, emphasis, concentration, or minor
- [ ] New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Select Term   .Effective Academic Year: [ ]   Effective Date (optional): [ ]

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		
Degree Code		✕
CIP Code		
% Online *(if applicable)*		

Reason for Proposed Action *(attach additional pages as needed)*

[ ]

Category 2: Program Deletion/Inactive or Reactivation

☑ Delete program/option/emphasis/track
> *Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.*

☐ Change program to Inactive Status
> *If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.*

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Fall   ▼   Effective Academic Year: 2026-27 AD⊞   Effective Date (optional): 08/10/2026

Program/Certificate/Option	CIP Code	Degree Code
Master of Arts in English Teaching English as a Second Language Option	5310	23.0101

Reason for Proposed Action (*attach additional pages as needed*)

> Request is to delete only the TESL Option of the MA English program. See attachment.

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: Effective Date (optional):

Reason for Proposed Action (*attach additional pages as needed*)

[SAVE] [ATTACH] [SUBMIT] [SHOW ATTACHMENTS]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Program Deletion

Deletion of a certificate, degree program, option, or organizational unit. Degree programs and certificates can be deleted with enrolled students. However, institutions must have a phase-out plan for those students. Deleted programs and certificates will be removed from the Approved Programs List during the academic year in which the deletion takes effect.

Required Information:

1. Current degree/certificate/option/unit title
   MA English with TESL Option
   (We are NOT deleting the MA English, *just the TESL* Option)

2. Degree code
   5310

3. CIP code
   23.0101

2. Effective date, term, and academic year
   Fall 2026, Last degree awarded August 2026

4. Reason for deletion:
   At present, the degree has only one incoming student, which is insufficient numbers to sustain the degree.

   Phase-out phase:
   The one student in the program is expected to graduate in Spring 2026. The student will be able to take the four core TESL courses required for the TESL option (ENGL 5023: Second Language Acquisition, ENGL 5703: Teaching English as a Second Language, ENGL 5713: ESL Assessment, and ENGL 5723: Teaching People of Other Cultures), which are regularly offered in the MA TESOL. The other two requirements, ENGL 6013: Modern English Grammar and Usage and ENGL 6023: Composition Theory and Practice, will be fulfilled through substitutions.

Letter of Notification

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HIGHER EDUCATION

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:10:08 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Aaron McArthur   Contact Person's Title: Head, Department of History and Political Science

Contact Phone Number: (479) 968-0455   Contact Email Address: amcarthur2@atu.edu

Category 1:   New or Existing Program Modification *(select all that apply)*

☐ Title or CIP change
☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other **attach copy of MOU*
☐ Program reconfiguration **attach copy of before & after curriculum*
☐ Curriculum revision of program/option/emphasis/concentration/minor **attach copy of before and after curriculum*
☐ Existing program offered by distance technology
☐ Existing certificate or degree program offered at an existing off-campus location
☐ New option, emphasis, concentration, or minor
☑ New certificate program (certification of proficiency, technical certificate, or graduate certificate) **attach copy of curriculum*

Effective Term: Summer I   Effective Academic Year: 2024-25 ADHE   Effective Date (optional): 05/10/2025

	Before Proposed Changes	**After Proposed Changes/New Program**
Program/Certificate Title		Graduate Certificate in History
Degree Code		✕
CIP Code		54.0101
% Online *(if applicable)*		100%

Reason for Proposed Action *(attach additional pages as needed)*

See attachment.

Category 2:   **Program Deletion/Inactive or Reactivation**

☐ Delete program/option/emphasis/track
> *Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.*

☐ Change program to Inactive Status
> *If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.*

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: |Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   **Instruction/Research/Service Centers and Administrative/Organization Units**

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: |Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

New Certificate Program

Creation of a new Certificate of Proficiency, Technical Certificate, or Graduate Certificate that is made of primarily existing courses. Credit hour limits are as follows: Certificate of Proficiency (6 - 21 SCH), Technical Certificate (21 - 45 SCH), Advanced Certificate ((21-45 SCH), and Graduate Certificate (12 - 21 SCH).

Required Information:

1. **Proposed degree title:**
   Graduate Certificate in History

2. **CIP code**
   54.0101

3. **% online (if applicable)**
   Available 100% online, but also available in-person and hybrid modalities

4. **Proposed degree curriculum. If applicable, indicate new courses and include new course descriptions.**
   Required: HIST 6033: Intro to Graduate Study in History+ 15 additional hours in graduate-level courses in history or related field, at the discretion of the Program Director. No more than six hours of 5000-level courses or Independent study courses will count towards the graduate certificate in History.

5. **Justification/need for the new program including degree program goals, objectives, student learning outcomes, and projected enrollment of new degree.**
   The graduate certificate in history will consist of 18 hours of graduate credit in history. The certificate will be available in-person, blended, or online. It will be stackable with the MA in History degree. There is a high demand for this program because 18 hours of graduate credit allows secondary educators to teach concurrent or gen. ed. college courses. Most of our new graduate students want this opportunity. Many educators would prefer to be credentialed than simply take 18 hours of graduate level coursework toward the MA and quit. The certificate allows them to pick up and complete the MA later without fear of previous credits expiring and still teach concurrent or Gen Ed college courses. The program will rely on existing courses, resources, and faculty.

   Because we expect that nearly all students taking history graduate courses will want to pursue the certificate (including those who plan to complete the full 30-hour MA), we project an enrollment of twenty students.

   The program learning outcomes for the Graduate Certificate in History are the same as those for the MA in History, as follows:

   A recipient of the Graduate Certificate in History at Arkansas Tech University will be able to both research and communicate scholarly content in their field.

   PLO 1. Produce scholarly research meeting the standards of the discipline of

history.

       1.1 Analyze primary sources.

       1.2 Evaluate secondary sources.

       1.3 Synthesize various primary and/or secondary sources into a single narrative.

       1.4 Articulate an argument supported by primary and secondary sources.

       1.5 Apply Chicago Manual of Style practices in composition and citation.

PLO 2. Communicate historical content to a variety of audiences.

       2.1 Organize relevant historical information for the purposes of presentation.

       2.2 Apply varied methods of historical content delivery.

The certificate will be assessed in the same way that the MA degree is assessed, by applying rubrics base on the learning outcomes to student work (papers, presentations, etc.), yearly, via the Weave program. We can also develop and deploy a poll to those who complete the certificate to see how many report that the credential helped them meet their career goals.

6. Approval letter from licensure/certification entity, if required.
N/A

7. Effective date, term, and academic year

Summer 2025

Letter of Notification

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	**Adolfo Santos** Digitally signed by Adolfo Santos Date: 2024.09.24 15:11:45 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date [ ]

Board of Trustee Approval/Notification Date [ ]

Contact Person: Dr. Rene Couture   Contact Person's Title: Head, School of Professional and Community Ed

Contact Phone Number: (479) 356-2007   Contact Email Address: rcouture@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- [ ] Title or CIP change
- [ ] Articulation Agreement: [ ] 2+2 [ ] 3+1 [ ] 4+1 [ ] Other *attach copy of MOU*
- [ ] Program reconfiguration *attach copy of before & after curriculum*
- [✓] Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- [ ] Existing program offered by distance technology
- [ ] Existing certificate or degree program offered at an existing off-campus location
- [ ] New option, emphasis, concentration, or minor
- [ ] New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	**After Proposed Changes/New Program**
Program/Certificate Title	Master of Science in Emergency Management and Homeland S	
Degree Code	6490	
CIP Code	43.0302	
% Online (*if applicable*)	100%	

Reason for Proposed Action (*attach additional pages as needed*)

Reduce program from 36 hours to 30 hours. See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

   If program has enrolled students, it will be placed in F – Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that does not serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that does not serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Please save and upload this form and supporting documents to: File Transfer System

LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. **Current degree title**

   Master of Science in Emergency Management and Homeland Security

2. **Current degree code**

   6490

3. **Current CIP code**

   43.0302

4. **% online (if applicable)**

   100% online

5. **Current curriculum.**
   Degree Requirements
   The completion of 36 semester hours of graduate work is required, of which 18 semester hours must be at the 6000 level.
   Required Courses (18 hours)
   EMHS 6033 Leadership and Management
   EMHS 6063 Principles of Emergency Management
   EMHS 6093 Principles of Homeland Security
   EMHS 6103 Research Design and Methods
   EMHS 6133 Ethical, Legal, and Political Considerations in Emergency Management and Homeland Security
   EMHS 5023 Technology for Comprehensive Emergency Management
   EMHS Electives (9 hours)
   Elective EMHS or non-EMHS graduate courses tailored to each student's interests and career objectives.
   Comprehensive Examination Option (9 hours)
   EMHS 6933 Research I
   EMHS 6413 Capstone
   EMHS Elective - three (3) hours

   Thesis Option (9 hours)

EMHS 6933 Research I
EMHS 6123 Applied Data Analysis
EMHS 6943 Master's Thesis

Practicum Option (9 hours)
EMHS 6933 Research I
EMHS 6423 Professional Practical Experience and Project Development
EMHS 6413 Capstone

6. **Proposed curriculum. If adding a new course, include new course description.**

   Delete EMHS 6933 Research I and 3 hours of EMHS Electives.

   Degree Requirements
   The completion of 30 semester hours of graduate work is required, of which 18 semester hours must be at the 6000 level.

   Required Courses (18 hours)
   EMHS 6033 Leadership and Management
   EMHS 6063 Principles of Emergency Management
   EMHS 6093 Principles of Homeland Security
   EMHS 6103 Research Design and Methods
   EMHS 6133 Ethical, Legal, and Political Considerations in Emergency Management and Homeland Security
   EMHS 5023 Technology for Comprehensive Emergency Management

   EMHS Electives (6 hours)
   Elective EMHS or non-EMHS graduate courses tailored to each student's interests and career objectives.

   Comprehensive Examination Option (6 hours)
   EMHS 6413 Capstone
   EMHS Elective - three (3) hours

   Thesis Option (6 hours)
   EMHS 6123 Applied Data Analysis
   EMHS 6943 Master's Thesis

   Practicum Option (6 hours)
   EMHS 6423 Professional Practical Experience and Project Development
   EMHS 6413 Capstone

7. **Effective date, term, and academic year.**
   June 1, 2025, Summer 2025, 2024-25

8. **Reason for change.**
   The EMHS program intends to change the required program hours from 36 hrs. to 30 hrs. based on the feedback received from the EM Advisory Board members and to align the EMHS program with other graduate programs at ATU. It is expected that this change will make the program more marketable to potential students and will help in student recruitment and retention.

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos *Digitally signed by Adolfo Santos Date: 2024.09.24 15:11:59 -05'00'*	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Rene Couture   Contact Person's Title: Head, School of Professional and Community Ed

Contact Phone Number: (479) 356-2007   Contact Email Address: rcouture@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU
- ☐ Program reconfiguration *attach copy of before & after curriculum
- ☑ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum

Effective Term: Summer I   Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title	Master of Science in Higher Education and Student Affairs	
Degree Code	5615	
CIP Code	13.0406	
% Online (*if applicable*)	50%	100%

Reason for Proposed Action (*attach additional pages as needed*)

Reduce program from 36 hours to 30 hours and move program 100% online. See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track
   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status
   If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: [Select Term]   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: [Select Term]   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

[ ]   [ATTACH]   [SUBMIT]   [SHOW ATTACHMENTS]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. **Current degree title**

   Master of Science in Student Affairs Administration (changing to MS in Higher Education & Student Affairs, effective Fall 2024)

2. **Current degree code**

   5615

3. **Current CIP code**

   13.0406

4. **% online (if applicable)**

   100% online

5. **Current curriculum.**

   Degree Requirements
   The completion of 36 semester hours of graduate work is required.

   Required Courses (30 hours)
   SAA 6023 Introduction to Student Affairs
   SAA 6033 Student Development Theory
   SAA 6043 College Students & Diversity
   SAA 6053 Legal Issues in Student Affairs
   SAA 6073 Counseling Theories & Helping Skills
   SAA 6123 Assessment and Evaluation in Higher Education
   SAA 6143 Administration in Student Affairs
   SAA 6083 Practicum I (or SAA 6283 Advising Practicum)
   SAA 6063 Capstone Seminar
   SAA 6113 Research Design and Analysis

   SAA Electives (6 hours)
   Elective SAA or non-SAA graduate courses tailored to each student's interests and career objectives.

   Comprehensive Exam

6. **Proposed curriculum. If adding a new course, include new course description.**

- Delete SAA 6023 (Introduction to Student Affairs Administration)
- Move SAA 6083/6283 (Practicum I/Advising Practicum) from required to elective.
- Remove Comprehensive Exam as a separate requirement, which will now be embedded as an assignment in SAA 6063 (Capstone).

Degree Requirements
The completion of 30 semester hours of graduate work is required.

Required Courses (24 hours)
SAA 6033 Student Development Theory
SAA 6043 College Students & Diversity
SAA 6053 Legal Issues in Higher Education
SAA 6073 Counseling Theories & Helping Skills
SAA 6123 Assessment and Evaluation in Higher Education
SAA 6143 Administration in Higher Education and Student Affairs
SAA 6063 Capstone Seminar
SAA 6113 Research Design and Analysis

SAA Electives (6 hours)
Elective SAA or non-SAA graduate courses tailored to each student's interests and career objectives.

7. **Effective date, term, and academic year.**
   Summer 2025

8. **Reason for change.**
   Multiple prospective students have informed us they are selecting other programs that have 30 hours rather than the current 36 for the MS in SAA. Administrators on campus who work with SAA graduate students within Athletics and Student Affairs have also told us that students are looking elsewhere. There is a lot of overlap in 6023 and 6143, so deleting 6023 makes sense. Reducing the number of hours and moving the comprehensive exam from a formal graduation requirement to a Capstone project, as well as making the practicum an elective will continue to attract new students.

Letter of Notification

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ARKANSAS DIVISION OF
HIGHER EDUCATION

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:14:10 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Rene Couture   Contact Person's Title: Head, School of Professional and Community Ed

Contact Phone Number: (479) 356-2007   Contact Email Address: rcouture@atu.edu

Category 1:   New or Existing Program Modification *(select all that apply)*

☐ Title or CIP change
☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
☐ Program reconfiguration *attach copy of before & after curriculum*
☑ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
☐ Existing program offered by distance technology
☐ Existing certificate or degree program offered at an existing off-campus location
☐ New option, emphasis, concentration, or minor
☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title	Graduate Certificate in Advising	
Degree Code	5751	✕
CIP Code	13.1102	
% Online *(if applicable)*	100%	

Reason for Proposed Action *(attach additional pages as needed)*

Reduce program from 15 hours to 12 hours. See attachment.

Category 2:   **Program Deletion/Inactive or Reactivation**

☐ Delete program/option/emphasis/track

  Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

  If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: ¦Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   **Instruction/Research/Service Centers and Administrative/Organization Units**

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: [Select Term]   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

[ ]   [ATTACH]   [SUBMIT]   [SHOW ATTACHMENTS]

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LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. **Current degree title**

   Graduate Certificate in Advising

2. **Current degree code**

   5751

3. **Current CIP code**

   13.1102

4. **% online (if applicable)**

   100% online

5. **Current curriculum.**
   Degree Requirements
   The completion of 15 semester hours of graduate work is required.
   Required Courses (15 hours)
   SAA 6073 Counseling Theories & Helping Skills
   SAA 6283 Advising Practicum
   SAA 6153 Advising Student Groups
   SAA 6163 Academic Advising
   SAA 6173 Career Advising

6. **Proposed curriculum. If adding a new course, include new course description.**

   - 12 hours
   - Instead of requiring both SAA 6283 and SAA 6153, we will give students the option of taking either.

   Degree Requirements
   The completion of 12 semester hours of graduate work is required.

Required Courses (12 hours)
SAA 6073 Counseling Theories & Helping Skills
SAA 6283 Advising Practicum <u>or</u> SAA 6153 Advising Student Groups
SAA 6163 Academic Advising
SAA 6173 Career Advising

7. **Effective date, term, and academic year.**
Summer 2025

8. **Reason for change.**
Many of the students pursuing this certificate are working full time, which makes the practicum requirement a deterrent for some. Also, we have found that many of the students pursuing this certificate are more interested in one-on-one advising, which makes the SAA 6153 course less appealing.

Letter of Notification

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Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:09:31 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Rene Couture   Contact Person's Title: Head, School of Professional and Community Ed

Contact Phone Number: (479) 356-2007   Contact Email Address: rcouture@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☑ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer 1   Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	**After Proposed Changes/New Program**
Program/Certificate Title		Graduate Certificate in College Athletic Advising
Degree Code		
CIP Code		13.0406
% Online (*if applicable*)		100%

Reason for Proposed Action (*attach additional pages as needed*)

See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: ┊Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action *(attach additional pages as needed)*

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: ┊Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action *(attach additional pages as needed)*

[   ]

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

New Certificate Program

Creation of a new Certificate of Proficiency, Technical Certificate, or Graduate Certificate that is made of primarily existing courses. Credit hour limits are as follows: Certificate of Proficiency (6 – 21 SCH), Technical Certificate (21 – 45 SCH), Advanced Certificate ((21-45 SCH), and Graduate Certificate (12 – 21 SCH).

Required Information:

1. **Proposed degree title**
   Graduate Certificate in College Athletic Advising

2. **CIP code**
   13.0406

3. **% online (if applicable)**
   100%

4. **Proposed degree curriculum. If applicable, indicate new courses and include new course descriptions.**

   No new courses are necessary for this certificate.
   - SAA 6013 College Athletes
   - SAA 6163 Academic Advising
   - SAA 6033 Student Development Theory or SAA 6073 Counseling
   - SAA 6083 Practicum I or SAA 6283 Advising Practicum

5. **Justification/need for the new program, including degree program goals, objectives, student learning outcomes, and projected enrollment of new degree.**

   State, Regional, and National Data Relative to Demand for Program

   The College Athletic Advising Graduate Certificate would be the first in Arkansas. There is no other college athlete graduate certificate in the state of Arkansas. Arkansas State University has a certificate related to Name, Image, and Likeness, but our proposed curriculum and scope do not overlap. There are very few programs related to athletic advising across the country. This table shows a sample of these:

Institution	Name of program	Type of credential
Boston College	Student-Athlete Development	Graduate Certificate
Clemson University	Athletic Leadership	Graduate Certificate
Northeastern University	Collegiate Athletic Administration	Graduate Certificate
Univ. Central Florida	Student-Athlete Support Services	Graduate Certificate

According to the NCAA, over 500 jobs are currently available in college athletics. These careers range from coaching positions to marketing and fan experiences, equipment managers, development, and athletics academic advisor, to name a few. The athletic academic advisor's average annual salary, according to GLASSDOOR (2023), is $59,000 a year. Starting salaries may be closer to the lower end of the scale and will vary across different types of institutions, geographical regions, and NCAA divisions.
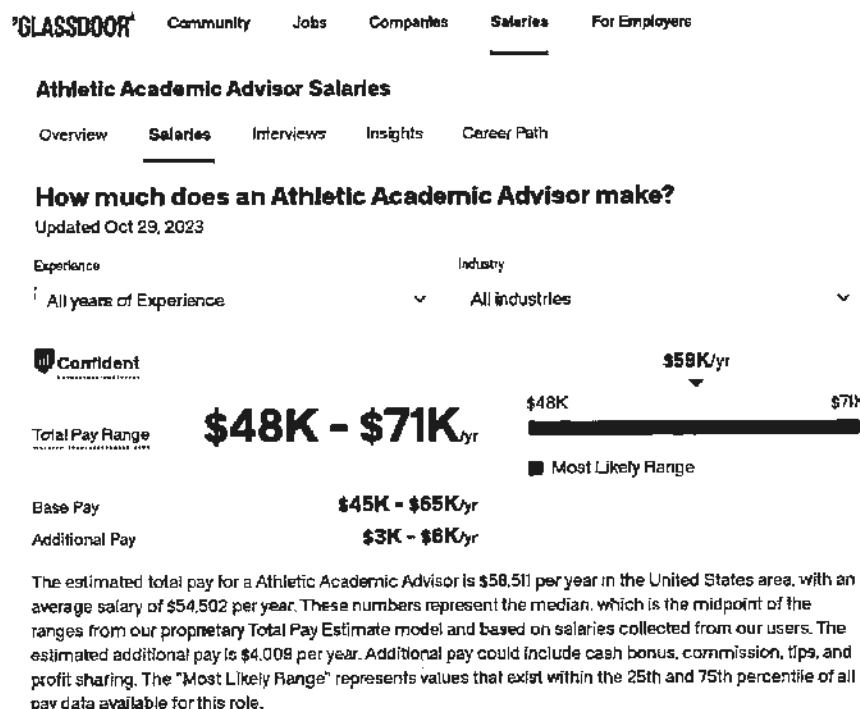
However, the number of student-athletes competing in NCAA championship sports is over 520,000 (NCAA, 2022). This number is an all-time high. Therefore, it is beneficial to prepare professionals to advise college athletes.

We have also contacted our alumni base, which works with college athletes, to seek guidance on implementing an Advising College-Athletes Graduate Certificate. Feedback has been supportive of the program and the proposed courses. The ATU Athletic Director also enthusiastically supports this program.

Degree Program Goals

The College Athletic Advising Graduate Certificate aims to equip students with specialized knowledge, skills, and competencies essential for effectively advising college athletes within postsecondary institutions. Through comprehensive coursework and experiential learning opportunities, the program seeks to prepare graduates to serve as knowledgeable and empathetic advisors who can support college athletes' holistic development and academic success.

Graduates will emerge from the program with a deep understanding of college athletes' unique challenges and opportunities and the ability to provide tailored guidance and support to help them thrive academically and athletically.

Degree Program Objectives

The College Athletic Advising Graduate Certificate will provide students with specialized training and expertise in advising college athletes within postsecondary institutions. Through a combination of theoretical study and practical experience, the program aims to:

- Develop students' understanding of the unique needs, challenges, and opportunities faced by college athletes in academic and athletic domains.
- Equip students with knowledge of best practices in academic advising, counseling techniques, and student development theories relevant to advising college athletes.
- Foster the development of communication, interpersonal, and advocacy skills necessary for effective advising and support of college athletes.
- Provide students with opportunities for supervised practical experiences in advising college athletes, allowing them to apply theoretical knowledge in real-world settings.
- Prepare graduates to serve as knowledgeable and empathetic advisors who can support college athletes' holistic development and academic success, contributing positively to their overall collegiate experience.

Through these objectives, the program aims to produce well-prepared graduates who meet the unique advising needs of college athletes and make meaningful contributions to student-athlete affairs.

Student Learning Outcomes
After completeing this certificate students will be able to:

- Demonstrate ability to design, implement,and sustain best practices for college athletes in student-athlete affairs.
- Identify the foundational principles of academic advising and demonstrate competence in implementing best practices in advising services
- Demonstrate the skills to effectively support and guide college athletes with practical application of student development theory/counseling theory and helping skills.

Project Enrollment

The projected enrollment for 3-5 years is approximately 20 students. This is a ballpark number. Presently, about five of our current SAA graduate students have a collegiate athletic affiliation (coaches, players, or interest in college athletes). We hope to provide these students with a learning experience that supports future careers. In addition, this certificate is stackable with the MS in Higher Education and Student Affairs.

6. **Approval letter from licensure/certification entity, if required.**
n/a

7. **Effective date, term, and academic year**

Summer 2025

Letter of Notification

ARKANSAS DIVISION OF HIGHER EDUCATION

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Institution: Arkansas Tech University

Adolfo Santos	**Adolfo Santos** Digitally signed by Adolfo Santos Date: 2024.09.24 15:13:42 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Tim Carter   Contact Person's Title: Dean, College of Education and Health

Contact Phone Number: (479) 968-0420   Contact Email Address: tcarter@atu.edu

Category 1: New or Existing Program Modification *(select all that apply)*

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other **attach copy of MOU*
- ☐ Program reconfiguration **attach copy of before & after curriculum*
- ☐ Curriculum revision of program/option/emphasis/concentration/minor **attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) **attach copy of curriculum*

Effective Term: Select Term   .Effective Academic Year: [   ]   Effective Date (optional): [   ]

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		
Degree Code		
CIP Code		
% Online (*if applicable*)		

Reason for Proposed Action *(attach additional pages as needed)*

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

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☑ Change program to Inactive Status

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☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: `Fall`   Effective Academic Year: `Fall 2027`   Effective Date (optional): `____`

Program/Certificate/Option	CIP Code	Degree Code
MS Kinesiology Strength and Conditioning	31.0599	6306

Reason for Proposed Action (*attach additional pages as needed*)

Enrollment has remained low for the last few years, and present enrollment is too low to continue with the program as it is presently configured.

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: `Select Term`   Effective Academic Year: `____`   Effective Date (optional): `____`

Reason for Proposed Action (*attach additional pages as needed*)

[SAVE]   [ATTACH]   [SUBMIT]   [SHOW ATTACHMENTS]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

Letter of Notification

ARKANSAS DIVISION OF HIGHER EDUCATION

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Institution: Arkansas Tech University

Adolfo Santos	**Adolfo Santos** Digitally signed by Adolfo Santos Date: 2024.09.24 15:13:28 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Tim Carter   Contact Person's Title: Dean, College of Education and Health

Contact Phone Number: (479) 968-0420   Contact Email Address tcarter@atu.edu

Category 1: New or Existing Program Modification *(select all that apply)*

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Select Term   Effective Academic Year: Effective Date (optional):

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		
Degree Code		
CIP Code		
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

Category 2: Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track
   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☑ Change program to Inactive Status
   If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Fall   Effective Academic Year: Fall 2027   Effective Date (optional):

Program/Certificate/Option	CIP Code	Degree Code
GC Coaching Strength and Conditioning	31.0599	6860

Reason for Proposed Action *(attach additional pages as needed)*

Enrollment has remained low for the last few years, and present enrollment is too low to continue with the certificate as it is presently configured.

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: Effective Date (optional):

Reason for Proposed Action *(attach additional pages as needed)*

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

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Dr. Adolfo Santos	Adolfo Santos *Digitally signed by Adolfo Santos Date: 2024.09.24 15:11:14 -05'00'*	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date [   ]

Board of Trustee Approval/Notification Date [   ]

Contact Person: Dr. Pam Dixon   Contact Person's Title: Head, Department of Teaching and Educational

Contact Phone Number: (479) 968-0419   Contact Email Address pdixon3@atu.edu

Category 1: New or Existing Program Modification (select all that apply)

- [ ] Title or CIP change
- [ ] Articulation Agreement: [ ] 2+2 [ ] 3+1 [ ] 4+1 [ ] Other *attach copy of MOU
- [ ] Program reconfiguration *attach copy of before & after curriculum
- [x] Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum
- [ ] Existing program offered by distance technology
- [ ] Existing certificate or degree program offered at an existing off-campus location
- [ ] New option, emphasis, concentration, or minor
- [ ] New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum

Effective Term: Summer I   .Effective Academic Year: 2024-25 Acad   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title	Master of Arts in Teaching in Teaching Middle and Secondary	Master of Arts in Teaching in Middle and Secondary Special E
Degree Code	6740	
CIP Code	13.0101	13.0101
% Online (if applicable)	100%	100%

Reason for Proposed Action (attach additional pages as needed)

Create the Special Education Option. See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

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☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart

Effective Term: Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum, including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. **Current degree title:** Master of Arts in Teaching (MAT)

2. **Current degree code:** 6740

3. **Current CIP code:** 13.0101

4. **% online (if applicable):** 100%

5. **Current MAT curriculum**

   MTLL 6003: School Organization and Leadership for Teacher Leaders
   MTLL 6163: Communication, Advocacy, and Policy Development
   EDFD 6503: Classroom Behavioral Management
   MTLL 6123: Instructional Leadership for the Master Teacher
   EDFD 6003: Educational Research or MTLL 6113: Action Research
   MTLL 6133: Elements of Curriculum
   MAMS 5333: Teaching Reading and Study Strategies in the Content Area
   MTLL 6143: Organizational Change and the Role of the Master Teacher
   MTLL 6253: Advanced Curriculum Design
   MTLL 6553: Internship
   3-hour elective at the 5000 or 6000 level
   GRADUATE COURSE HOURS: 33

6. **Proposed MAT curriculum with Special Education option. No new courses have been added.**

   SPED 5003: Characteristics of Children with Exceptionalities
   SPED 6033: Working with Families of Exceptional Children
   EDFD 6503: Classroom Behavioral Management
   MTLL 6123: Instructional Leadership for the Master Teacher
   EDFD 6003: Educational Research or MTLL 6113: Action Research
   SPED 5023: Planning Instruction for Children with Exceptionalities K-6
   SPED 5053: Planning Instruction for Children with Exceptionalities 7-12
   DYS 5003: Dyslexia and Other Learning Disorders
   MTLL 6143: Organizational Change and the Role of the Master Teacher

SPED 5013: Assessment of Children with Exceptionalities
SPED 6063: K-12 Supervised Practicum
GRADUATE COURSE HOURS: 33

MAT Program and MAT Program-Special Education Option Crosswalk

✓ Candidates may start the MAT program in the fall, spring, or summer.
✓ SPED classes are offered online only. MAMS, MTLL, and EDFD classes meet synchronously via Webex.
✓ Courses that are part of a SPED Graduate Certificate are identified with an asterisk.*
✓ Students who complete the MAT program-SPED option will earn the MAT degree and the Special Education Graduate Certificate.

MAT Program	MAT Special Education Program Option- Request to start in June 2025
• MTLL 6003: School Organization and Leadership for Teacher Leaders	• SPED 5003: Characteristics of Children with Exceptionalities*
• MTLL 6253: Communication, Advocacy, and Policy Development	• SPED 6033: Working with Families of Exceptional Children*
• EDFD 6503: Classroom Behavioral Management	• EDFD 6503: Classroom Behavioral Management
• MTLL 6123: Instructional Leadership for the Master Teacher	• MTLL 6123: Instructional Leadership
• EDFD 6003: Educational Research or Action Research MTLL 6113	• EDFD 6003: Educational Research or Action Research MTLL 6113
• MTLL 6133: Elements of Curriculum	• SPED 5023: Planning Instruction for Children with Exceptionalities K-6*
• MAMS 5333: Teaching Reading and Study Strategies in the Content Area	• SPED 5053: Planning Instruction for Children with Exceptionalities 7-12*
• MTLL 6143: Organizational Change	• DYS 5003: Dyslexia and Other Learning Disorders*
• MTLL 6253: Advanced Curriculum Design	• MTLL 6143: Organizational Change
• MTLL 6553: Internship	• SPED 5013: Assessment of Children with Exceptionalities
• 3-hour elective at the 5000 or 6000 level	SPED 6063: K-12 Supervised Practicum
Total Hours: 33	**Total Hours: 33**

7. Effective date, term, and academic year.

Summer 2025

8. Reason for change.

Increasingly, prospective MAT students are asking about an alternative route to special education teacher licensure through the existing MAT program. This academic year, six prospective students, several of whom served as paraprofessionals in special education classrooms, expressed interest in pursuing licensure in special education. ATU has also received inquiries from River Valley school districts that need special education teachers. By offering a special education option within the existing MAT program, we will be able to help address the shortage of special education teachers in the River Valley and across the state.

According to the Arkansas Department of Education Division of Elementary and Secondary Education (DESE), seven Arkansas institutions of higher education offer an alternative route to special education teacher certification. Enrollment numbers below are evidence that there are students pursuing alternative special education teacher certification. The following chart of DESE-approved alternative special education teacher preparation programs includes current enrollment.

Arkansas State University	183
Harding University	21
Henderson State University	22
Southern Arkansas University	5
U of A Monticello	20
UCA	24
UALR Med Special Education K-12	0

In conversation with the College of Education and Health dean, Arkansas Tech University educator licensure officer, head of the Department of Teaching and Educational Leadership, and director of the graduate Special Education program, it was decided that an option within the MAT program for special education licensure would have the potential to increase student enrollment in the MAT program and to address teacher shortages in special education classrooms across the state.

Students enrolled in the MAT Special Education program option will take classes in the MAT program and in the Special Education graduate program, as noted above. Students may start their teaching career special education students through a provisional teaching license while completing coursework. Completers will earn the MAT degree and the Special Education Graduate Certificate.

Letter of Notification

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ARKANSAS DIVISION OF
HIGHER EDUCATION

A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadlines. All changes in existing programs/units or requests for new programs/units may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos — Digitally signed by Adolfo Santos Date: 2024.09.24 15:11:30 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date [　　　　]

Board of Trustee Approval/Notification Date [　　　　]

Contact Person: Dr. Pam Dixon   Contact Person's Title: Head, Department of Teaching and Educational

Contact Phone Number: (479) 968-0419   Contact Email Address pdixon3@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other **attach copy of MOU*
- ☐ Program reconfiguration **attach copy of before & after curriculum*
- ☑ Curriculum revision of program/option/emphasis/concentration/minor **attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) **attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title	Master of Education Teaching, Learning, and Leadership	
Degree Code	3975	✕
CIP Code	13.9999	
% Online (*if applicable*)	100%	

Reason for Proposed Action (*attach additional pages as needed*)

Reduce program from 34 hours to 31 hours. See attachment.

Category 2: Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: |Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action *(attach additional pages as needed)*

[   ]

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*
☐ Deletion of instruction, research, or service institute/center.
☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*
☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: [Select Term]   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action *(attach additional pages as needed)*

[   ]

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. **Current degree title** Master of Education Teaching, Learning, and Leadership

2. **Current degree code** 3975

3. **Current CIP code** 13.9999

4. **% online (if applicable)** 100

5. **Current curriculum.**

   MTLL 6223 Teaching and Learning for the Master Teacher
   EDLD 6313 Principles of Curriculum for School Leaders
   MTLL 6003 School Organization and Leadership for Teacher Leaders
   EDFD 6003 Educational Research
   MTLL 6123 Instructional Leadership for the Master Teacher
   MTLL 6133 Elements of Curriculum
   MTLL 6143 Organizational Change and the Role of the Master Teacher
   MTLL 6253 Advanced Curriculum Design Practicum for the Master Teacher
   EDLD 6403 Working with the Marginal Performer
   EDLD 6003 School Law
   MTLL 6552 Administrative Internship Two (2) Curriculum Administrative Internship Courses (4 hours total)
   TOTAL NUMBER OF HOURS: 34

6. **Proposed curriculum. If adding a new course, include new course description.**

   EDLD 6313 Principles of Curriculum for School Leaders
   MTLL 6003 School Organization and Leadership for Teacher Leaders
   EDFD 6003 Educational Research or MTLL 6113 Action Research
   MTLL 6123 Instructional Leadership for the Master Teacher
   MTLL 6133 Elements of Curriculum
   MTLL 6143 Organizational Change and the Role of the Master Teacher
   MTLL 6253 Advanced Curriculum Design
   EDLD 6403 Working with the Marginal Performer
   EDLD 6003 School Law
   MTLL 6552 Administrative Internship Two (2) Curriculum Administrative Internship Courses (4 hours total)
   TOTAL NUMBER OF HOURS: 31

7. Effective date, term, and academic year.

Summer 2025

8. Reason for change.

With the revision of the MTLL program, the content of the MTLL 6223 Teaching and Learning for the Master Teacher has been incorporated into other MTLL courses. In addition, the removal of this course reduces the overall number of hours required to earn the degree, thus bringing ATU's program in line with Arkansas universities offering this program.

Letter of Notification

ARKANSAS DIVISION OF
HIGHER EDUCATION

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	**Adolfo Santos** Digitally signed by Adolfo Santos Date: 2024.09.24 15:14:23 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Pam Dixon   Contact Person's Title: Head, Department of Teaching and Educational

Contact Phone Number: (479) 968-0419   Contact Email Address: pdixon3@atu.edu

Category 1: New or Existing Program Modification *(select all that apply)*

☐ Title or CIP change

☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*

☐ Program reconfiguration *attach copy of before & after curriculum*

☑ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*

☐ Existing program offered by distance technology

☐ Existing certificate or degree program offered at an existing off-campus location

☐ New option, emphasis, concentration, or minor

☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title	Graduate Certificate in P-12 Building Level Administration	
Degree Code	6552	✕
CIP Code	13.0401	
% Online (*if applicable*)	100%	

Reason for Proposed Action *(attach additional pages as needed)*

Reduce program from 27 hours to 24 hours. See attachment

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

    Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

    If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: [Select Term]   Effective Academic Year: [ ]   Effective Date (optional): [ ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: [Select Term]   Effective Academic Year: [ ]   Effective Date (optional): [ ]

Reason for Proposed Action (*attach additional pages as needed*)

[SAVE] [ATTACH] [SUBMIT] [SHOW ATTACHMENTS]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Curriculum Revision
The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc.

Current degree title
GC P-12 Building Level Administration

Current degree code
6552

Current CIP code
13.0401

% Online (if applicable)
100%

Current curriculum (27 credit hours)
EDLD 6003 – Administrative Law
EDLD 6023 – Organizational Change
EDLD 6102 – School Finance
EDLD 6153 – Communication with School and Community
EDLD 6203 – Education and Society, Continuities and Discontinuities
EDLD 6253 – Instructional Leadership
EDLD 6313 – Principles of Curriculum for School Leaders
EDLD 6403 – Working with the Marginal Performer
EDLD 6552 – Building Level Administrator Internship (part 1)
EDLD 6552 – Building Level Administrator Internship (part 2)

Proposed curriculum (24 credit hours)
EDLD 6003 – Administrative Law
EDLD 6023 – Organizational Change
EDLD 6102 – School Finance
EDLD 6153 – Communication with School and Community
EDLD 6253 – Instructional Leadership
EDLD 6313 – Principles of Curriculum for School Leaders
EDLD 6403 – Working with the Marginal Performer
EDLD 6552 – Building Level Administrator Internship (part 1)
EDLD 6552 – Building Level Administrator Internship (part 2)

Effective date, term, and academic year
Summer 2025

Reason for change
The Certificate curriculum revision made for 2024-2025 was in error. The correct curriculum revision (approved by DESE in December 2023) added one hour to EDLD 6002(3) and EDLD 6402(3), and removed EDLD 6203 for a new total of 24 credit hours. However, EDLD 6203 was not removed when the final paperwork was submitted in house, hence the incorrect 27 hours. This curriculum revision corrects that error.

Letter of Notification

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Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos _Digitally signed by Adolfo Santos Date: 2024.09.24 15:09:47 -05'00'_	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date ☐

Board of Trustee Approval/Notification Date ☐

Contact Person: Dr. Pam Dixon   Contact Person's Title: Head, Department of Teaching and Educational

Contact Phone Number: (479) 968-0419   Contact Email Address pdixon3@atu.edu

Category 1: New or Existing Program Modification (*select all that apply*)

☐ Title or CIP change

☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*

☐ Program reconfiguration *attach copy of before & after curriculum*

☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*

☐ Existing program offered by distance technology

☐ Existing certificate or degree program offered at an existing off-campus location

☐ New option, emphasis, concentration, or minor

☑ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		Graduate Certificate in Educator Development and Exploration
Degree Code		✕
CIP Code		13.0101
% Online (*if applicable*)		100%

Reason for Proposed Action (*attach additional pages as needed*)

See attachment.

Category 2: Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: [Select Term] Effective Academic Year: [   ] Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: [Select Term] Effective Academic Year: [   ] Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

[...]   [ATTACH]   [SUBMIT]   [SHOW ATTACHMENTS]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

New Certificate Program

Creation of a new Certificate of Proficiency, Technical Certificate, or Graduate Certificate that is made of primarily existing courses. Credit hour limits are as follows: Certificate of Proficiency (6 – 21 SCH), Technical Certificate (21 – 45 SCH), Advanced Certificate (21-45 SCH), and Graduate Certificate (12 – 21 SCH).

Required Information:

1. **Proposed degree title**
   Graduate Certificate in Educator Development and Exploration (EDEC)

2. **CIP code**
   13.0101

3. **% online (if applicable)**

   100%

4. **Proposed degree curriculum. If applicable, indicate new courses and include new course descriptions. No new courses are required.**

   EDEC candidates will take the following courses in the Master of Arts in Teaching (MAT) program to qualify for the Graduate Certificate in Educator Development and Exploration (EDEC)

   EDFD 6503   Classroom Behavioral Management
   MAMS 5333   Teaching Reading and Study Strategies in the Content Area
   MTLL 6123   Instructional Leadership
   One 3-Hour Elective Course at the 5000 or 6000 Level
   Total Hours: 12

5. **Justification/need for the new program including degree program goals, objectives, student learning outcomes, and projected enrollment of new degree.**

   Justification and Need for the Program

   The Department of Teaching and Educational Leadership is proposing a 12-hour Graduate Certificate in Educator Development and Exploration (EDEC), Graduate Certificate within the approved Master of Arts in Teaching (MAT) program to start in June 2025.

   The EDEC graduate certificate program will provide professional preparation and education competence for adults who hold a bachelor's degree or higher, do not hold a teaching license, and are considering education as a profession. Candidates may be career changers and recent college graduates who are teaching in a charter school under the Act 1240 licensure waiver or

serving as a short- or long-term substitute teacher, guest teacher, or temporary teacher.

The proposed EDEC graduate certificate program will be unique to Arkansas Tech University, as there is no other educator preparation program in the state of Arkansas tailored to the needs of adults wishing to develop foundational knowledge, skills and dispositions of an effective classroom teacher.

Degree Program Goals

The goals of the EDEC program are to prepare candidates to carry out the basic duties of an effective classroom teacher, including:

- Facilitating instruction following lesson plans left by the teacher;
- Creating and implementing lesson plans with or without teacher input depending on the school's expectations;
- Establishing a positive classroom learning environment;
- Communicating with families;
- Handling disciplinary issues;
- Assessing students;
- Grading student work; and
- Managing groups of students effectively.

Student Learning Outcomes

Course Number & Name	Student Learning Objectives	Assessments
EDFD 6503 Classroom Behavioral Management	• Research and observe best practices for classroom learning environments that support individual and collaborative learning • Create a plan with strategies for encouraging positive social interaction, active engagement in learning, and self-motivation (InTASC Standard #3) • Create learning experiences (i.e., lesson plans) that make the content accessible and meaningful through differentiation,	• Teacher Interview: Classroom Management Strategies • Case Study: Observation of Classroom Management Strategies • Artifact: Classroom Management Action Plan

	accommodations, and modifications to ensure a positive classroom environment for each student (InTASC Standards #4 & #8)	
MTLL 6123 Instructional Leadership for the Master Teacher	• Evaluate High Qualify Instructional Materials (HQIM) • Participate in professional learning communities (PLCs) to collaborate on data-decision making scenarios • Create plans using standards-based backward design to demonstrate the teaching and learning process • Develop strategies for self-reflection as part of the teaching and learning process (InTASC Standards #1-#10)	• Teacher Interview: Support for Novice Teachers • Case Study: Professional Learning Opportunities for Novice Teachers • Observe teachers in PLCs analyzing common formative assessments and collaborating on strategies to improve student learning • Data Night Data-Driven Decision Making Event • Artifact: Aspiring Teacher TESS Portfolio
MAMS 5333 Teaching Reading and Study Strategies in the Content Area	• Examine the connections between literacy and learning across the curriculum, issues related to content literacy within the context of standards-based instruction, needs of struggling readers and writers, and development of culturally responsive instruction and assessments (InTASC Standards #1-#10)	• Teacher Interview: Best practices for teaching academic language in the content area • Case Study: Classroom and school evaluation of evidence of a literacy-rich learning environment • Artifact: Plan for creating a literacy- and language-rich learning environment using research-based instructional practices, strategies, and innovative for learning technologies to extend and enrich content knowledge for all students

One 3-Hour Elective Course at the 5000 or 6000 Level	Expand knowledge, skills, and dispositions in an area of interest in the field of teaching and learning	Suggested Courses:
		- DYS 5003 Dyslexia and Other Learning Disorders
		- DYS 5023 Interpreting and Administration of Assessments for Planning Instruction
		- DYS 5033 Professional Learning and Leadership
		- DYS 5043 Structured Language Teaching
		- RDNG 5023 Literacy Curriculum Design and Analysis
		- RDNG 5053 Literacy, Technology, and the Reading Environment
		- RDNG 6043 Multicultural Literacy, Language, and Culture
		- EDLD 6003 Administrative Law
		- EDLD 6023 Organizational Change
		- EDMD 6233 Administration of Media Programs
		- EDMD 6163 Internet Resources
		- EDMD 6133 Production of Digital Instructional Materials
		- EDMD 6303 Survey of Instructional Technology
		- MTLL 6113 Action Research and Data Analysis for School and Classroom Use

Program Learning Objectives

EDEC graduate certificate program courses are aligned with the InTASC Model Core Teaching Standards and Learning Progressions for Teachers (2013), developed by the Council for Chief State Officer's Interstate Teacher Assessment and Support Consortium (InTASC).

The following program learning outcomes (PLOs) define and support ongoing teacher education and effectiveness to ensure that each learner reaches college and career readiness according to the Arkansas Academic Standards.

PLO #1: Learner Development. The teacher designs and implements developmentally appropriate and challenging learning experiences using applied knowledge about how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas. (InTASC Standard #1)

PLO #2: Learning Differences. The teacher designs and creates inclusive learning environments that enable each learner to meet high standards to ensure that individual differences and diverse cultures and communities thrive. (InTASC Standard #2)

PLO #3: Learning Environments. The teacher works with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation. (InTASC Standard #3)

PLO #4: Content Knowledge. The teacher creates learning experiences that make the discipline accessible and meaningful for learners to ensure mastery of the content through central concepts, tools of inquiry, and structures of the discipline that are taught. (InTASC Standard #4)

PLO #5: Application of Content. The teacher uses differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues. (InTASC Standard #5)

PLO #6: Assessment. The teacher uses multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the teacher's and learner's decision making. (InTASC Standard #6)

PLO #7: Planning for Instruction. The teacher plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context. (InTASC Standard #7)

PLO #8: Instructional Strategies. The teacher understands and uses a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways. (InTASC Standard #8)

PLO #9: Professional Learning and Ethical Practice. The teacher engages in ongoing professional learning and uses evidence to continually evaluate practice, particularly the effects of choices and actions on others (learners,

families, other professionals, and the community), and adapts practice to meet the needs of each learner. (InTASC Standard #9)

PLO #10: Leadership and Collaboration. The teacher seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession. (InTASC Standard #10)

Projected Enrollment

We expect to enroll five EDEC students in the first year after targeted marketing of the program across the state. Completers will be encouraged to continue taking classes in the MAT program and to teach on a provisional license while completing the MAT degree.

6. **Approval letter from licensure/certification entity, if required.**

7. **Effective date, term, and academic year**

Summer 2025

Letter of Notification

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Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:12:28 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Pam Dixon   Contact Person's Title: Head, Department of Teaching and Educational L

Contact Phone Number: (479) 968-0419   Contact Email Address: pdixon3@atu.edu

Category 1: New or Existing Program Modification *(select all that apply)*

☐ Title or CIP change

☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other **attach copy of MOU*

☐ Program reconfiguration **attach copy of before & after curriculum*

☐ Curriculum revision of program/option/emphasis/concentration/minor **attach copy of before and after curriculum*

☐ Existing program offered by distance technology

☐ Existing certificate or degree program offered at an existing off-campus location

☐ New option, emphasis, concentration, or minor

☑ New certificate program (certification of proficiency, technical certificate, or graduate certificate) **attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		Graduate Certificate in Instructional Technology Library Media
Degree Code		✕
CIP Code		13.0501
% Online *(if applicable)*		100%

Reason for Proposed Action *(attach additional pages as needed)*

See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track
   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status
   If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*
☐ Deletion of instruction, research, or service institute/center.
☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*
☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

<p style="text-align:center">SUBMIT   SHOW ATTACHMENTS</p>

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

New Certificate Program

Creation of a new Certificate of Proficiency, Technical Certificate, or Graduate Certificate that is made of primarily existing courses. Credit hour limits are as follows: Certificate of Proficiency (6 – 21 SCH), Technical Certificate (21 – 45 SCH), Advanced Certificate (21-45 SCH), and Graduate Certificate (12 – 21 SCH).

Required Information:

1. **Proposed degree title**
   Instructional Technology - Library Media Specialist K-12 graduate certificate

2. **CIP code**
   13.0501

3. **% online (if applicable)**
   100%

4. **Proposed degree curriculum. If applicable, indicate new courses and include new course descriptions.**

   All of the courses required for the proposed 21-hour certificate program are currently offered as part of the curriculum requirements for the Master's in Education - Instructional Technology - Library Media Specialist K-12 option.
   - EDMD 6233 - Administration of Media Programs
   - EDMD 6433 - Practicum in Educational Media
   - LBMD 6003 - Collection Development and Management
   - LBMD 6023 - Classification and Cataloging
   - LBMD 6033 - The Instructional Role of the Library Media Specialist
   - LBMD 6403 - Literature for Children and Young Adults
   - LBMD 6503 - School Librarian: Leadership and Collaboration

5. **Justification/need for the new program including degree program goals, objectives, student learning outcomes, and projected enrollment of new degree.**

   Demand for Program
   In 2017, the Arkansas Department of Education Division of Elementary and Secondary Education changed licensure requirements from only possessing a Master's in Library Media to that option or a second option of possessing any education-based Master's degree and completing an approved program. The proposed program will provide a pathway to licensure for current educators who currently hold a teaching license and an education-based master's program. This certificate-seeking option will appeal to educators with a desire to add a licensure area or make a lateral career move.

Currently, Southern Arkansas University (SAU) - Magnolia is the only approved program in the state of Arkansas offering the second option. Roughly 10% of their program enrollment are certificate-seeking candidates. Of the current 66 candidates enrolled at SAU Magnolia, six are enrolled as certificate-seeking.

Projected Program Enrollment

While data for projected enrollment is not available, enrollment for the library media program is expected to increase. This expectation is because there is currently only one other similar certificate program offered in the state of Arkansas. The limited availability of such programs in the region suggests a potential demand for the school library certificate program, which may result in increased enrollment over time.

Impact on Existing Internal and External Programs

The proposed program is expected to have a positive impact on existing internal programs. Because the proposed program utilizes existing courses within a master's program, enrollment for the program overall will increase. Certificate-seeking candidates will be enrolled in courses alongside degree-seeking candidates. In addition, certificate-seeking candidates may transfer to the degree-seeking option to receive a second master's degree as there are only three additional (9-hour) courses to meet the master's degree program's requirements.

Program Goals & Outcomes

The program goals and objectives and the student learning outcomes of the proposed program are based on the current Master's in Education - Instructional Technology - Library Media Specialist program learning outcomes and the Arkansas and ALA/AASL/CAEP School Librarian Preparation Standards.

Goals & Objectives:

- The graduate cultivates the educational and personal development of all members of a learning community, including those with diverse intellectual abilities, learning modalities, and physical variabilities.
- The graduate uses knowledge of children's and young adult literature, evaluation criteria, and selection tools to develop, curate, organize, and manage a print and digital collection designed to meet the diverse curricular and personal needs of the learning community.
- The graduate collaborates with members of the learning community to design developmentally and culturally responsive resource-based learning experiences that support content-based instruction, uses multiple methods of assessment, and promotes critical thinking and the inquiry process.

- The graduate designs and delivers instruction, including professional learning, digital citizenship, and multiple literacies that integrate the National School Library Standards considering learner development, diversity, and differences.
- The graduate articulates and models the ethical practices of librarianship, as expressed in the foundational documents of the library profession including the American Library Association Code of Ethics and the Library Bill of Rights.

Expected Student Learning Outcomes

- Knowledge of learning styles, stages of human growth and development, and cultural influences on learning
- Ability to support the learning of all students and other members of the learning community, including those with diverse learning styles and physical and intellectual abilities
- Ability to create virtual and physical learning environments that are engaging, equitable, encourage positive social interaction, and creation of knowledge
- Ability to collaborate with members of the learning community to design relevant instruction and provide multiple assessments to engage students in growth
- Ability to use a variety of strategies to promote leisure reading and model personal enjoyment of reading in order to promote habits of creative expression and lifelong reading
- Ability to provide opportunities to explore and evaluate relevance, accuracy, and cultural context
- Ability to demonstrate a knowledge of children's and young adult literature that addresses the needs of all learners
- Ability to find, critique, and communicate information in an ethical manner including digital citizenship
- Ability to use digital tools, resources, and emerging technologies to design and adapt learning experiences
- Ability to select and evaluate information resources in a variety of formats, then use this information for the diverse and personal needs of the community
- Ability to make effective use of data and understand how it affects the learning community
- Ability to model a strong commitment to the profession by participating in professional learning and delivering professional learning that meets the needs of the learning community
- Ability to lead and collaborate with the learning community to design and implement relevant solutions
- Ability to advocate for all learners, resources, services, policies, procedures, and libraries through networking and collaborating
- Ability to model and promote the ethical practices of librarianship

6. Approval letter from licensure/certification entity, if required.

7. Effective date, term, and academic year

Summer 2025

Letter of Notification

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ARKANSAS DIVISION OF
HIGHER EDUCATION

A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadlines. All changes in existing programs/units or requests for new programs/units may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:09:18 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. David Eshleman   Contact Person's Title: Head, Department of Communication and Media

Contact Phone Number: (479) 964-0890   Contact Email Address deshelman@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☑ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		Certificate of Proficiency in Sports Media
Degree Code		
CIP Code		09.0906
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

See attached.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

   If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: ¦Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

. Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: [Select Term] .   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

[SAVE]   [ATTACH]   [SUBMIT]   [SHOW ATTACHMENTS]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

New Certificate Program

Creation of a new Certificate of Proficiency, Technical Certificate, or Graduate Certificate that is made of primarily existing courses. Credit hour limits are as follows: Certificate of Proficiency (6 – 21 SCH), Technical Certificate (21 – 45 SCH), and Graduate Certificate (12 – 21 SCH).

Required Information:

1. **Proposed degree title**
   CP in Sports Media

2. **CIP code**
   09.0906 Sports Communication

3. **% online (if applicable)**
   25%-50%

4. **Proposed degree curriculum. If applicable, indicate new courses and include new course descriptions. (12 total hours)**

   Comm 4043 Sports Communication
   An overview of the research and professional opportunities available to those interested in entering the field of sport media. Course topics in include professional sports communication, marketing sports brands, and the cultural analysis of sports media.

   Jour 2511 and 2521 Sports Media Practicum
   Practical work experience with the ATU athletics program including job shadowing and work as commentator, producer, director or technician.

   Jour 3283 Digital Media Production
   Students learn media production using the tools of cameras, film, audio production, lighting, drone photography, editing, and mobile TV production. This hands-on application will develop the physical and mental skills necessary to evolve in the TV production field.

   Jour 3583 Sports Reporting
   Students will provide journalistic coverage of sports and its impact through a variety of story types including previous stories, event coverage stories, feature stories and commentary.

   1 additional hour of practicum (Print, Broadcast, or Multimedia---Jour 1411, 1421, 1811, 1821, 1911, 1921, 2411, 2421, 2811, 2821, 2911, 2921, 3411, 3421, 3811, 3821, 3911, 3921, 4411, 4421, 4811, 4821, 4911, or 4921)

5. **Justification/need for the new program including degree program goals, objectives, student learning outcomes, and projected enrollment of new degree.**

According to the Bureau of Labor Statistics, employment in media and communication occupations is projected to have average growth in the next decade (https://www.bls.gov/ooh/media-and-communication/home.htm). The median annual salary for this group was $66,320 in May 2023.

Since the pandemic, more and more organizations began to stream their sporting events. For example, Arkansas Tech now streams most of its sporting events. This pattern is repeated at high schools, leading to a need for the skill of covering these events.

Already, there are several ways for students to be involved in sports media at ATU, though not to take a course of study in that area. The chart below represents Fall 2024: it shows how many students participate in sports media and in which ways.

Sports shows on campus TV   12
Sports writing in campus newspaper 4
Sports photography in campus newspaper 4
Sports coverage for ATU Athletics (paid student work)   13

Given that some of these numbers represent overlap, the data above leads to the following projection:

2025-26   17
2026-27   20
2027-28   23
2028-29   27
2029-30   35

This certificate program will be housed in the Department of Communication and Media Studies. The courses are already in the catalogue as of 2024-25.

ATU Athletics has expressed interest in this idea and see a need for it. In fact, the initial impetus came from that division.

Program Review

This program will be reviewed with the BA in Journalism.

Program Learning Outcomes

PLO 1 --- Students will analyze sporting events showing an understanding of current issues in the sports field including message management and identity.

PLO 2 --- Students will use language and technology to document sporting events as they are happening or after the fact.

PLO 1 Applicable Courses and Assignments
Comm 4043: Short essays
Practicum: Field experience as rated by instructor and athletics staff member

PLO 2 Applicable Courses and Assignments
Jour 3283: Final exam questions
Jour 3583: Sports journalist report
Practicum: Field experience as rated by instructor and athletics staff member

6. **Approval letter from licensure/certification entity, if required.**

   N/A

7. **Effective date, term, and academic year**

   Summer 2025

Letter of Notification

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:14:40 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Michael Bradley   Contact Person's Title: Dept Head, Agriculture and Tourism

Contact Phone Number: (479) 964-3228   Contact Email Address mbradley19@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☑ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH[+]   Effective Date (optional): 05/10/2025

	Before Proposed Changes	**After Proposed Changes/New Program**
Program/Certificate Title	Bachelor of Science in Tourism	ıelor of Science in Tourism Natural Resources Management Oɟ
Degree Code	3260	╳
CIP Code	52.0903	
% Online (*if applicable*)	25%	

Reason for Proposed Action (*attach additional pages as needed*)

Request is to add the Natural Resources Management Option. See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: | Select Term | Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: | Select Term | Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. **Current degree title:** Bachelor of Science in Tourism
2. **Current degree code:** 3260
3. **Current CIP code:** 52.0903
4. **% online (if applicable):** 25%
5. **Current curriculum:** Please find Tourism, Bachelor of Science curriculum attached.
6. **Proposed curriculum. If adding a new course, include new course description.**

Create an emphasis option within Bachelor of Science in Tourism titled: Bachelor of Science in Tourism, Natural Resources Management Emphasis.

Outlined below are changes to the Bachelor of Science in Tourism (core program) to add an emphasis in Natural Resource Management. Much of the required changes reflect courses required to allow graduates to be eligible to apply for federal and state job series in the areas of natural resources, forestry, etc.

Semester 1 Freshman Fall	Hours
ENGL 1013 Composition I	3
RP 1013 Principles of Tourism	3
BIOL 2124 Botany	4
Tech 1001 Orientation to the University	1
USHG 1XXX US History/Government	3
Total Semester Hours	**14**
Semester 2 Freshman Spring	**Hours**
ENGL 1023 Composition II	3
MATH 1003 College Mathematics (MATH 1003	3
RP 2033 Leadership in Experience Industries	3
SCIL 1XXX Science with Lab (Preferred BIOL 2134 Zoology)	4
SS 1XXX Social Sciences	3
Total Semester Hours	**16**
Semester 3 Sophomore Fall	**Hours**
ENGL 2053 Technical Writing	3
FAH 1XXX Fine Arts & Humanities	3
RP 3023 Camp Administration	3

Elective	1
GEOG 2833 Introduction to Geographic Information Systems	3
RP 2013 Open Space Management	3
Total Semester Hours	**16**
Semester 4 Sophomore Spring	**Hours**
GEOG 3403 GIS II – Planning Applications	3
COMM 2003 Public Speaking	3
RP 2112 Introduction to Professional Practices	2
RP 3053 Natural Resource Management	3
SS IXXX Social Science Course	3
Total Semester Hours	**14**
Semester 5 Junior Fall	**Hours**
RP 3063 Outdoor Education	3
FAH 1XXX Fine Arts & Humanities	3
RP 3043 Developing Professional Practice	3
RP 1993 Basic Forest Firefighting	3
RP 3993 Wildlife Fire Practices in Natural Resource Management	3
Total Semester Hours	**15**
Semester 6 Junior Spring	**Hours**
RP 2023 Trail Planning and Management	3
RP 3093 Interpretive Methods	3
RP 4053 Water Resource Development	3
Electives	6
Total Semester Hours	**15**
Semester 7 Senior Fall	**Hours**
RP 4063 Park Management	3
RP 4023 Tourism Research	3
RP 3034 Master Planning for Parks and Tourism	4

Electives	5
	0
Total Semester Hours	15
Semester 8 Senior Spring	**Hours**
RP 4043 Field Seminar in Interpretive Methods	3
RP 4119 Mastery in Professional Practices	9
Electives	3
	*
Total Semester Hours	15
Total Degree Hours	**120**

7. Effective date, term, and academic year.
Summer 2025

8. Reason for change.

The original intent was to transfer the natural resource management option/emphasis when the two degrees (BS Hospitality & BS Recreation & Park Administration) combined into the BS in Tourism. The paperwork for the Natural Resource Management emphasis was not included at that time (accidental omission). This submission is to correct that error.

Emphasis and courses included in the emphasis align with federal and state job requirements. This allows students to apply for various positions within different agencies that required a natural resources degree title and/or specific coursework within the degree.

The SLOS for the courses and the tourism degree will not change.

Information to Support Natural Resource Credentials for Students

Outdoor Recreation Growth Outpacing Domestic Growth
https://www.outsideonline.com/outdoor-adventure/environment/outdoor-recreation-now-contributes-more-than-1-trillion-to-u-s-economy/

Outdoor Industry is 1 Trillion Economy
https://thedaily.outdoorretailer.com/news/brands-and-retailers/outdoor-industry-contributes-more-than-1-trillion-to-us-economy/

Arkansas Tourism News:
https://talkbusiness.net/2024/04/officials-say-arkansas-tourism-strategy-should-play-to-its-outdoors-strength/

Boosting Outdoor Economy:
https://www.axios.com/local/nw-arkansas/2023/12/14/natural-state-report-recommendations-outdoor-economy

Expanding Outdoor Recreation:
https://naturalresources.house.gov/news/documentsingle.aspx?DocumentID=415832

Develop Arkansas Outdoor Economy
https://www.magnoliareporter.com/sports/outdoors/article_f460b038-90fa-11ee-bf02-6bb9c0269e4b.html

Natural State Initiative: Outdoor Economy
https://katv.com/news/local/natural-state-initative-outdoor-advisory-council-led-by-arkansas-first-gentleman-chairman-bryan-sanders-issues-new-recommendations-governor-sarah-huckabee-sanders-department-parks-heritage-tourism-secretary-shea-lewis-delta-recreation-economy-hospitality

Arkansas Outdoor Economy Summit
https://boatingindustry.com/top-news/2023/12/12/arkansas-hosts-outdoor-economy-summit/

Outdoor Recreation Economic Impact in Arkansas
https://www.arkansasbusiness.com/article/outdoor-recreation-accounts-for-2-5-of-arkansas-gdp/

TOURISM, BACHELOR OF SCIENCE

Dr. Micheal Bradley, Department Head
Williamson Hall, Room 119
(479) 964-3228
mbradley19@atu.edu

Our general tourism degree offers unparalleled flexibility, allowing students to tailor their education to their specific preferences and career aspirations. Many students pursue business courses to fulfill entrepreneurial goals, while others delve into ecology and law enforcement courses to pursue careers as park rangers. Additionally, students interested in higher education administration can take courses in student affairs to further their careers in academia.

In addition to these customizable pathways, we offer specialized certificates and minors to enrich your educational journey. For instance, our Minor in Hospitality Administration provides non-majors with foundational knowledge in hospitality management, complemented by advanced courses in tourism management.

Arkansas Tech University's Tourism Program emphasizes practical knowledge and hands-on experience to prepare students for various career paths within the tourism industry. Whether you're aiming to specialize in hospitality, pursue opportunities in ecotourism, or advance in higher education administration, our program equips you with the skills needed to thrive in this dynamic field.

Graduates of our program find rewarding career opportunities in diverse settings such as hospitality management, ecotourism, national park services, campus recreation, municipal recreation, outdoor recreation, destination marketing, event planning, tourism agencies, and more. Join us and become part of a community dedicated to driving innovation and making a positive impact in the vibrant world of tourism.

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	_____
RP 1013	Principles of Tourism	3	_____
SCIL 1XXX	Science with Laboratory [1]	4	_____
TECH 1001	Orientation to the University	1	_____
USHG 1XXX	U.S. History and Government [1]	3	_____
	Hours	**14**	
Spring			
ENGL 1023	Composition II	3	_____
MATH 1003	College Mathematics [1]	3	_____
RP 2033	Leadership in Experience Industries	3	_____
SCIL 1XXX	Science with Laboratory [1]	4	_____
SS 1XXX	Social Science Courses [1]	3	_____
	Hours	**16**	
Sophomore			
Fall			
ENGL 2053	Technical Writing	3	_____
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	_____
HA 2133 or RP 2133	Introduction to Travel and Tourism or Introduction to Travel and Tourism	3	_____
LBMD 2001	Introduction to Library Resources	1	_____
PSY 2003	General Psychology	3	_____
RP 2003	Events and Experience Management	3	_____
	Hours	**16**	
Spring			
BUAD 2003	Business Information Systems	3	_____
COMM 2003	Public Speaking	3	_____

RP 2112	Introduction to Professional Practice	2	
RP 2113	Global Perspectives of Tourism	3	
Approved Elective [2]		3	
	Hours	**14**	
Junior			
Fall			
ACCT 2033 or ECON 2003 or ECON 2013	Fundamental Accounting Concepts or Principles of Macroeconomics or Principles of Microeconomics	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
HA 2063	Guest Relations	3	
HA 3013	Tourism Marketing	3	
RP 3133	Tourism Planning	3	
	Hours	**15**	
Spring			
HA 3113 or RP 3113	Talent Acquisition and Management or Talent Acquisition and Management	3	
HA 3183	Catering and Event Management	3	
HA 4093 or RP 4093	Resort and Club Management or Resort and Club Management	3	
Approved Elective [2]		6	
	Hours	**15**	
Senior			
Fall			
RP 3043	Developing Professional Practices	3	
RP 4023	Tourism Research	3	
HA 4033	Legal Aspects of Tourism	3	
Approved Elective [2]		5	
Approved Elective [3]		1	
	Hours	**15**	
Spring			
RP 3403	Experience Industry Finance Management	3	
RP 4119	Mastery in Professional Practice	9	
Approved Elective [3]		3	
	Hours	**15**	
	Total Hours	**120**	

[1] See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)".

[2] Complete 2000 - 4000 level hospitality or recreation and park elective.

[3] Complete 3000 - 4000 level hospitality or recreation and park elective.

Learning Outcomes

Council on Accreditation for Parks, Recreation, Tourism, and Related Professions

Students graduating from the program shall demonstrate:

- 7.01a Entry-level knowledge about the nature and scope of the relevant park, recreation, tourism, or related professions and their associated industries.
- 7.01b Entry-level knowledge about techniques and processes used by professionals and workers in these industries.
- 7.01c Entry-level knowledge about the foundation of the profession in history, science, and philosophy.

- 7.02 The ability to design, implement, and evaluate services that facilitate targeted human experience and that embrace personal and cultural dimensions of diversity.
- 7.03 Entry-level knowledge about operations and strategic management/administration in parks, recreation, tourism, and related professions.
- 7.04 The potential to succeed as professionals at supervisory or higher levels in park, recreation, tourism, or related organizations.

Letter of Notification

ARKANSAS DIVISION OF
HIGHER EDUCATION

A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadlines. All changes in existing programs/units or requests for new programs/units may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos *Digitally signed by Adolfo Santos Date: 2024.09.24 15:15:15 -05'00'*	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Rockie Pederson   Contact Person's Title: Dept Head, Kinesiology & Rehabilitation Science

Contact Phone Number: (479) 968-0323   Contact Email Address: rpederson@atu.edu

Category 1: New or Existing Program Modification (*select all that apply*)

- [ ] Title or CIP change
- [ ] Articulation Agreement: [ ] 2+2 [ ] 3+1 [ ] 4+1 [ ] Other *attach copy of MOU
- [ ] Program reconfiguration *attach copy of before & after curriculum
- [x] Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum
- [ ] Existing program offered by distance technology
- [ ] Existing certificate or degree program offered at an existing off-campus location
- [ ] New option, emphasis, concentration, or minor
- [ ] New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title	Bachelor of Science in Health & Exercise Science	Bachelor of Science in Health & Exercise Science Public Health
Degree Code	2495	
CIP Code	31.0505	
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

Request is to add the Public Health Option and Coaching Athletics and Physical Activity Option. See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track
   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status
   If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. **Current degree title:** Health and Exercise Science

2. **Current degree code: 2495**

3. **Current CIP code: 31.0505**

4. **% online (if applicable): N/A**

5. **Current curriculum:**

   See Attached.

HEALTH AND EXERCISE SCIENCE, BACHELOR OF SCIENCE

The Bachelor of Science in Health and Exercise Science program has two tracks. Kinesiology and Pre-Allied Professional Health Studies will prepare students for strength and conditioning, fitness, and exercise/sport science professions, or preparation for advanced health care degrees.

Tracks

- Kinesiology
- Pre-Allied Health Studies

Curriculum

The matrix below is a sample plan for all coursework required for this program.

Course	Title	Hours	Completed
Freshman			
Fall			
BIOL 1014	Introduction to Biological Science [2]	4	
ENGL 1013	Composition I [1]	3	
HES 1003	Introduction to Exercise Programming [2]	3	
MATH 1113	College Algebra (or higher)	3	
PE 1201	Orientation to Health, Physical Education, and Wellness Science [2]	1	
PE Elective [2]		1	
	Hours	**15**	
Spring			
COMM 2173	Business and Professional Speaking	3	
ENGL 1023	Composition II [1]	3	
HLED 1513	Lifetime Health and Fitness [2]	3	
PHSC XXXX	Physical Science with Laboratory [1]	4	
PSY 2003	General Psychology	3	
	Hours	**16**	
Sophomore			
Fall			
COMS 1003	Introduction to Computer Based Systems	3	
HES 2003	Field-Based Experience in Health and Exercise Science [2]	3	
PE 2513	First Aid [2]	3	
PE 2653	Anatomy and Physiology [2]	3	
PE Elective [2]		1	
USHG 1XXX	U.S. History and Government [1]	3	
	Hours	**16**	
Spring			
ECON 2003	Principles of Macroeconomics	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	6	
HES 2013	Weight Training for Personal Trainers, High School Coaches, and Physical Education [2]	3	
PE 3661	Laboratory Experiences in Anatomy/Physiology and Kinesiology [2]	1	
PE 3663	Kinesiology [2]	3	
	Hours	**16**	
Junior			
Fall			
AHS 2013	Medical Terminology	3	
HES 2023	Endurance Programming and Conditioning [2]	3	
HES 2043	Applied Fitness Assessment and Development [2]	3	
PE 3573	Prevention and Care of Athletic Injuries [2]	3	
PE 4033	Exercise Physiology [2]	3	
	Hours	**15**	
Spring			
HES 3003	Exercise Prescription [2]	3	
HES 3023	Exercise Behavior and Adherence [2]	3	
HLED 3203	Consumer Health Programs [2]	3	
MGMT 3003	Principles of Management	3	

MKT 3043	Principles of Marketing	3	_____
	Hours	**15**	
Senior			
Fall			
HES 4003	Senior Seminar [2]	3	_____
HES 4013	Health and Exercise Science Practicum [2]	3	_____
HES 4023	Principles of Strength and Conditioning [2]	3	_____
·HES 4063	Wellness and Fitness Programming [2]	3	_____
HLED 4403	Sport and Exercise Nutrition [2]	3	_____
	Hours	**15**	
Spring			
HES 4012	Health and Exercise Science Internship [2]	12	_____
	Hours	**12**	
	Total Hours	**120**	

[1] See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)".

[2] Must earn a grade of "C' or better.

Programs
Learning Outcomes

Students who complete the program will:

1. Know and apply discipline-specific scientific and theoretical concepts critical to the development of physically educated individuals.
2. Administer fitness/performance tests and interpret the results to facilitate effective programming.
3. Develop effective training plans and programs for clients, classes, and/or teams.
4. Develop and maintain physical variables related to health, fitness, and performance.
5. Prepared to attain nationally accredited personal trainer and/or strength and conditioning coach certifications.

1. **Proposed curriculum. If adding a new course, include new course description.**

A. **Proposed 8-Semester Plan for HES Public Health Option**

Semester 1-17 Hours	Semester 2-16 hours
ENGL 1013 Composition I MATH 1113 College Algebra BIOL 1014 Introduction to Biological Science HLED 1513 Lifetime Health and Fitness PE 1201 Orientation to Health, PE, and Wellness Science **(3) Credit Elective	ENGL 1023 Composition II PSY 2003 General Psychology PHSC 1XX4 Physical Science with Lab AHS 2013 Medical Terminology **(3) Credit Fine Art/Humanities
Semester 3- 15 Hours	**Semester 4-16 Hours**
POLS 2003 American Government COMM 2003 Public Speaking or 2173 Business and Professional Speaking PE 2653 Anatomy and Physiology SOC 1003 Introduction to Sociology RS 2003 Introduction to Rehabilitation Science	PE 3661 Laboratory Experiences in Anatomy/Physiology and Kinesiology SPED 2023 Development and Characteristics of Diverse Learners SEED 2113 Human Development and Learning Theories SOC 2033 Social Problems **(3) Credit Fine Arts/Humanities **(3) Credit Elective
Semester 5-15 Hours	**Semester 6-14 Hours**
HLED 3203 Consumer Health Programs HLED 4403 Sport and Exercise Nutrition PE 3543 Motor Development and Lifespan Applications in Pedagogy SOC 3013 Psychosocial Aspects of Death and Dying HIM 3023 Introduction to Health Information Management	HELD 4303 Methods and Materials in Health for Grades K-12 RS 3133 Diversity and Inclusion in Human Service Settings HIM 3162 Health Data and Statistics PSY 3063 Developmental Psychology **(3) Credit Elective(s)
Semester 7-15 Hours	**Semester 8-12 Hours**
HIM 4153 Principles of Disease SOC 4183 Social Gerontology SOC 4013 Drugs in Society HIM 4063 Organization and Administration **(3) Credit Elective	HES 4012 Health and Exercise Science Internship

12 hours of Recommended Electives from the Following:

ART 1303 Introduction to Drawing
ART 1503 Intro to Graphic Design
OL 4643 Organizational Globalization and Diversity
COMM 4153 Persuasive Theory and Audience Analysis
OL 4143 Nonprofit Organizations
OL 4343 Community Development

B. Proposed 8-semester plan for HES Coaching Athletics and Physical Activity Option

Semester 1 – 15 or 16 hours	Semester 2 – 16 hours
ENGL 1013 Comp 1 HES 1003 Introduction to Exercise Programming HLED 1513 Lifetime Health and Fitness MATH 1113 College Algebra US History/Government *PE 1201 Orientation to Health, Physical Education and Wellness Science **(for Teacher Licensure)**	BIOL 1014 Introduction to Biological Science ENGL 1023 Comp 2 Fine Arts/Humanities #1 Social Science #1 PE 2513 First Aid
Semester 3 – 16 hours	**Semester 4 – 16 hours**
BIOL 2014 Human Anatomy COMM 2003 Public Speaking Fine Arts/Humanities #2 Social Science #2 HES 2013 Weight Training for Personal Trainers, High School Coaches and Physical Education	HES 2023 Endurance Programming and Conditioning *Minor Elective or EDMD 2013 Integrating Instructional Technology* *Minor Elective or SEED 2003 Education as a Profession* PE 3543 Motor Development and Lifespan Applications in Pedagogy PE 3661 Lab Experiences in Anatomy/Physiology and Kineslology PE 3663 Kinesiology
Semester 5 – 15 hours	**Semester 6 – 15 hours**
HES 2043 Applied Fitness Assessment and Development PE 3573 Prevention and Care of Athletic Injuries PE 4033 Exercise Physiology PE 3413 Coaching Theory *Minor Elective or SEED 2113 Human Development and Learning Theories*	HES 3003 Exercise Prescription HES 3013 Coaching Power, Speed, and Agility HES 4023 Principles of Strength and Conditioning PE 3583 Methods and Materials in Physical Education for Kindergarten and Elementary Grades PE 4513 Organization and Administration of Health and Physical Education
Semester 7 – 14 hours	**Semester 8 – 12 hours**
Minor Elective or HLED 4303 Methods & Materials in Health Kindergarten - 12 **(for Teacher Licensure)** HLED 4403 Sport and Exercise Nutrition PE 4103 Principles of Adapted Physical Activity *Minor Elective or SEED 4553 Classroom Applications of Educational Psychology* *Minor Elective or SPED 4052 Educating Diverse and Exceptional Learners*	HES 4012 Health and Exercise Science Internship **or** *SEED 4809 Residency B *SEED 4503 Seminar in Secondary Education*

This proposal provides two options for students to select from:

1. **Non-Teaching Option**
   Recommended Minors
   Business
   Leadership
2. ***Teaching Option** – Advanced Certificate in Secondary Education (26 hours) plus the following classes:
   - HLED 4303 Methods and Materials in Health for Grades K-12
   - PE 1201 Orientation to Health, Physical Education, and Wellness Science

This proposal includes the following Certificates of Proficiency:

Coaching Strength and Conditioning (15 hours)

- HES 2013 Weight Training for Personal Trainers, High School Physical Activity and Sport
- HES 2023 Endurance Programming and Conditioning
- HES 2043 Applied Fitness Assessment and Development
- HES 3013 Coaching Power, Speed, and Agility
- HES 4023 Principles of Strength and Conditioning

Coaching Travel Team and Recreational Sport Basic Credential (6 hours)

- PE 3413 Coaching Theory
- PE 4513 Organization and Administration of Athletics and Physical Activity

C. Effective date, term, and academic year: Summer 2025

D. Reasons for changes:

a. The **Public Health option** in the Health and Exercise Science program utilizes existing courses and faculty from all colleges across the ATU system. The option is designed for students seeking admission into graduate programs in public health or entry level positions in the health promotion professions including: Health Maintenance Organizations, Hospitals, Public and Private Clinics, Voluntary Health Agencies, Health Departments, Secondary Schools, Not-for-Profits, or Business and Industry. Students seeking graduate programs in Public Health should review the matriculation requirements of their intended graduate program, and then work with their ATU faculty advisors to complete the courses best suited to enter their intended program of study. Course content within this health promotion concentration empowers students to lead communities to achieve optimal health and advocate for social change.
Methods: A search was conducted for the approved degree programs at the Arkansas Department of Higher Education. Institutions in Arkansas offering undergraduate degree programs in **Public Health** were reviewed for course sequence, course descriptions, and academic departments. Course descriptions from public health programs in Arkansas institutions were compared to courses currently offered in all colleges across the ATU system. ATU course descriptions were matched accordingly with the Arkansas institutions offering courses in public health programs, and consequently, 65 credit hours of identical course work was identified. The proposed Public Health degree program is interdisciplinary in nature and connects the closely related fields of study including psychology, political science, business, health education, health informatics, art, organizational leadership, rehabilitation sciences, and exercise science. The curriculum seeks to develop the student intellectually, socially, and fundamentally focusing on the elimination of social injustices impeding the advancement of health in all populations.
Curriculum: The Public Health option is housed in the Kinesiology and Rehabilitation Science Department (KRS) in the College of Education and Health (CEH). It requires the completion of a 30-credit hour core from the CEH and an additional 35 credit hours from the remaining three Colleges on the Russellville campus Table 1 provides the proposed 8 semester plan of study. Table 2 will provide the vertical and horizontal alignment of the curriculum.

b. The **Coaching Athletics and Physical Activity <u>option</u>** in the Health and Exercise program reorganizes current courses and faculty in programs across the ATU system to create a program that focuses on optimal performance of the human body. The option is designed for students seeking careers in health education, fitness/personal training, K-12 athletic coach, gym/health center management, or recreation supervisor. Students seeking advanced degrees in these areas will be encouraged to verify requirements for admission and work with KRS advisors to select ATU courses meeting those requirements.
Current trends in professional organizations indicate a shift in focus to preparing future professionals to manage fitness and physical development/ improvement of human performance in physical activity or athletic settings in private and/or public setting. The HES program is currently internationally accredited by the International Universities Strength and Conditioning Association (IUSCA).
Included throughout the program is preparation to pass various professional certifications offered through the following organizations:

- Level 1 Certificate in Strength and Conditioning through the International Universities Strength and Conditioning Association (IUSCA).
- High School Strength and Conditioning Coach Certificate (HSSCC) through the National High School Strength Coaches Association (NHSSCA).
- National Coach Credential (Level 1, Level 2, or Level 3) through the National Federation of State High School Associations (NFHS).
- USA Basketball
- USA Football
- USA Rugby
- USA Soccer
- USA Track & Field
- USA Volleyball
- USA Weightlifting
- USA Wrestling or
- any national sport organization.

Letter of Notification

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Institution: Arkansas Tech University

Dr, Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:13:56 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Rockie Pederson   Contact Person's Title: Dept Head, Kinesiology & Rehabilitation Science

Contact Phone Number: (479) 968-0323   Contact Email Address rpederson@atu.edu

Category 1: New or Existing Program Modification (*select all that apply*)

- [✓] Title or CIP change
- [ ] Articulation Agreement: [ ] 2+2 [ ] 3+1 [ ] 4+1 [ ] Other *attach copy of MOU
- [ ] Program reconfiguration *attach copy of before & after curriculum
- [ ] Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum
- [ ] Existing program offered by distance technology
- [ ] Existing certificate or degree program offered at an existing off-campus location
- [ ] New option, emphasis, concentration, or minor
- [ ] New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title	Bachelor of Science in Health and Physical Activity	Bachelor of Science in Coaching Athletics and Physical Activit
Degree Code	2680	✕
CIP Code	13.1314	
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track
   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

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☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: ¦Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

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☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*
☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: [Select Term]   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Title Change

Change of name only for an existing degree, certificate, major, option, track, or organizational unit where curriculum will not be modified. Can be combined with CIP Change, Curriculum Revision or Existing Program Offered by Distance Technology. Note: words such as certified, licensed, or registered will not be permitted as they imply licensure or certification by an entity outside of the institution is guaranteed.

Required information:

1. **Current degree title**

   Health and Physical Education Teacher Licensure

2. **Degree code**

   2680

3. **CIP code**

   13. 1314

4. **Proposed title**

   Coaching Athletics and Physical Activity

5. **Effective date, term, and academic year**

   Summer 2025

6. **Reason for change**
   The Physical Education Teaching/Coaching Licensure program currently offered by the KRS department is being updated to reflect the changes that have occurred and are occurring in the field of Physical Education. The increased emphasis on physical activity presented throughout the school day in a variety of learning contexts is very different from the previous structure of Physical Education Teacher Education. Individuals in the field are being charged with implementing physical activity experiences for students and staff in schools. Changes in several professional organizations including but not limited to Society of Health and Physical Educators (SHAPE America), National High School Coaches Association (NHSCA), National High School Strength Coaches Association (NHSSCA), and National Federation of State High School Associations (NFHS) indicate an increased focus on movement, tactics, and strategies across a variety of public and private environments.
   Physical Activity provides a positive perspective on the opportunities for children, youth, and adults to experience and learn dance, exercise, games, play and sport.

Letter of Notification

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ARKANSAS DIVISION OF
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Dr. Adolfo Santos	Adolfo Santos *Digitally signed by Adolfo Santos Date: 2024.09.24 15:14:57 -05'00'*	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Rockie Pederson   Contact Person's Title: Dept Head, Kinesiology & Rehabilitation Science

Contact Phone Number: (479) 968-0323   Contact Email Address: rpederson@atu.edu

Category 1: New or Existing Program Modification *(select all that apply)*

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☑ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title	Bachelor of Science in Rehabilitation Science	or of Science in Rehabilitation Science Therapeutic Recreation
Degree Code	1740	
CIP Code	51.2314	51.2314
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

Request is to add the Therapeutic Recreation Option. See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: ⌐Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: ⌐Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

[SAVE]   [ATTACH]   [SUBMIT]   [SHOW ATTACHMENTS]

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Curriculum Revision

The change of curriculum including the increase or decrease of course credit hours, addition or deletion of courses, or the addition of options, concentrations, tracks, etc. Can be combined with Title Change, CIP Change, or Existing Program Offered by Distance Technology.

Required Information:

1. **Current degree title** - Bachelor of Science in Rehabilitation Science

2. **Current degree code** - 1740

3. **Current CIP code** - 51.2314

4. **% online (if applicable)** - NA

5. **Current curriculum.** See attached.

6. **Proposed curriculum. If adding a new course, include new course description.**

   Create the Bachelor of Science in Rehabilitation Science Therapeutic Recreation Option. See attached curriculum. No new courses needed.

7. **Effective date, term, and academic year.**

   Summer 2025

8. **Reason for change.**

   The Bachelor of Science in Tourism Therapeutic Recreation Emphasis aligns closely with the content and programs housed in the Kinesiology and Rehabilitation Science Department in the College of Education and Health. Per Dr. Bradley's letter of support, Dr. Cathi Mcmahan's faculty line and Therapeutic Recreation courses will be moved to the Rehabilitation Science program.

Item # 5 Attachment

REHABILITATION SCIENCE, BACHELOR OF SCIENCE

The Bachelor of Science in Rehabilitation Science program has a primary objective to develop personnel for careers with public and private agencies that provide rehabilitation services to persons with disabilities. The program prepares scholars to enter the workforce immediately upon graduation or to pursue additional educational training in graduate school.

Accreditation

The Bachelor of Science in Rehabilitation Science program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) (https://caahep-public-site-5be3d9.webflow.io/about/about-us/).

Curriculum

The matrix below is a sample plan for all coursework required for this program.

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	_____
MATH 1113	College Algebra [1]	3	_____
RS 2003	Introduction to Rehabilitation Science [2]	3	_____
SOC 1003	Introductory Sociology	3	_____
TECH 1001	Orientation to the University	1	_____
Elective		2	_____
	Hours	**15**	
Spring			
ENGL 1023	Composition II [1]	3	_____
PSY 2003	General Psychology	3	_____
PSY/SOC 2053 or STAT 2163	Statistics for the Behavioral Sciences or Introduction to Statistical Methods	3	_____
SCIL 1XXX	Science with Laboratory [1]	4	_____
SS 1XXX	Social Science Courses [1]	3	_____
	Hours	**16**	
Sophomore			
Fall			
PSY 3063 or PSY 3813	Developmental Psychology: Childhood or Lifespan Development	3	_____
SCIL 1XXX	Science with Laboratory [1]	4	_____
Elective or Minor [4]		7	
	Hours	**14**	
Spring			
FAH 1XXX	Fine Arts and Humanities Courses [1]	6	_____
PSY/SOC 2063	Research Design for the Behavioral Sciences	3	_____
Elective or Minor [4]		6	
	Hours	**15**	
Junior			
Fall			
RS 3204	Interviewing Skills [2,3]	4	_____
USHG 1XXX	U.S. History and Government [1]	3	_____
Elective or Minor [4]		8	
	Hours	**15**	

Spring			
RS 4003	Medical and Psychosocial Aspects of Disability	3	_____
RS 4123	Survey of Counseling Theories	3	_____
RS 4253	Psychopathology	3	_____
Elective or Minor [4]		6	
	Hours	**15**	
Senior			
Fall			
RS 4023	Case Management Strategies [2]	3	_____
RS 4223	Ethics and Professional Development [2]	3	_____
RS 4233	Diversity and Inclusion in Human Service Settings	3	_____
Elective or Minor [4]		6	
	Hours	**15**	
Spring			
RS 4012	Internship in Rehabilitation Services [2]	12	_____
Elective or Minor [4]		3	
	Hours	**15**	
	Total Hours	**120**	

[1]   See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)".

[2]   A grade of C or better required for Rehabilitation Science Majors.

[3]   RS 3204 Interviewing Skills must be taken prior to RS 4023 Case Management Strategies.

[4]   A minor must be completed in one of the following areas: Addictions, Child Welfare and Social Services, Disability Studies, Recreation Services.

Learning Outcomes

Students who complete the program:

- should demonstrate oral and written communication skills at an acceptable level and express satisfaction with such abilities.
- will express interest in and increase participation in professional presentation and research symposiums.
- will increase interest in and seeking acceptance into graduate programs.
- will be able to advocate and conceptualize a case from intake to placement. This will be demonstrated by completion of case studies, role plays, and field work activities and the evaluation of such activities. Students, graduates, graduate school advisors, and field work supervisors will be surveyed to determine satisfaction with these competencies.
- will participate in research class projects and presentations, submit presentations and posters to professional conferences, and participate and learn in professional training opportunities.
- will receive quality advising regarding graduate school opportunities. Students will be carefully matched with their abilities and graduate school programs. Faculty monitor the number of students who express interest in graduate school.

Item #6 Attachment

REHABILITATION SCIENCE - THERAPEUTIC RECREATION OPTION, BACHELOR OF SCIENCE

Rehabilitation Science - Therapeutic Recreation Option, Bachelor of Science

Curriculum

The matrix below is a sample plan for all coursework required for this program.

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
MATH XXXX	Mathematics [1]	3	
RS 2003	Introduction to Rehabilitation Science [2]	3	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
	Hours	**16**	
Spring			
ENGL 1023	Composition II [1]	3	
PSY 2003	General Psychology	3	
SCIL 1XXX	Science with Laboratory [1]	4	
USHG 1XXX	U.S. History and Government [1]	3	
	Hours	**13**	
Sophomore			
Fall			
BIOL 2004	Basic Human Anatomy and Physiology	4	
COMM 2003	Public Speaking	3	
PSY 3813	Lifespan Development	3	
RS 3204	Interviewing Skills [2]	4	
RS 4123	Survey of Counseling Theories	3	
	Hours	**17**	
Spring			
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
PSY/SOC 2063	Research Design for the Behavioral Sciences	3	
PSY 3003	Abnormal Psychology	3	
RS 4003	Medical and Psychosocial Aspects of Disability	3	
RS 4023	Case Management Strategies [2]	3	
RS 4233	Diversity and Inclusion in Human Service Settings	3	
	Hours	**18**	
Junior			
Fall			
RP/TR 3013	Inclusive Recreation	3	
RP/TR 4073	Principles and Techniques of Therapeutic Recreation	3	
RP/TR 4173	Therapeutic Recreation Assessment and Documentation	3	

RS 4223	Ethics and Professional Development [2]	3	_____
RS 4253	Psychopathology	3	_____
	Hours	**15**	
Spring			
AHS 2013	Medical Terminology	3	_____
RP/TR 4273	Administration and Operation of Therapeutic Recreation Programs	3	_____
RP/TR 4373	Interventions in Therapeutic Recreation	3	_____
RS 4104	Service Learning in Rehabilitation Science	4	_____
Elective or Minor		3	
	Hours	**16**	
Senior			
Fall			
RP/TR 4473	Issues and Trends in Therapeutic Recreation	3	_____
RP/TR 4573	Interventions in Therapeutic Recreation II	3	_____
Elective or Minor		7	
	Hours	**13**	
Spring			
RP/TR 4119	Mastery in Professional Practice	9	_____
Elective or Minor		3	
	Hours	**12**	
	Total Hours	**120**	

[1]   See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)".

[2]   A grade of C or better required for Rehabilitation Science Majors.

Learning Outcomes

Students graduating from the program will demonstrate:

- an understanding of professional skills and behaviors related to the provision of therapeutic recreation services.
- the ability to create/select, conduct, and evaluate individualized assessment for therapeutic recreation services.
- the ability to conduct individualized planning of therapeutic recreation services and program design.
- the ability to implement and facilitate therapeutic recreation interventions and services for diverse clientele, settings, cultures, and contexts.
- the ability to document therapeutic recreation services according to regulatory, professional, and system requirements.
- the ability to evaluate therapeutic recreation services at the participant and program level and to use evaluation data to improve quality of services.
- entry-level knowledge of facts, concepts, principles, and procedures of management/administration in therapeutic recreation services.

Letter of Notification

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:12:14 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Rockie Pederson   Contact Person's Title: Dept Head, Kinesiology & Rehabilitation Science

Contact Phone Number: (479) 968-0323   Contact Email Address rpederson@atu.edu

Category 1: New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☑ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	**After Proposed Changes/New Program**
Program/Certificate Title		Basic Certificate of Proficiency in Coaching Travel Team and F
Degree Code		
CIP Code		31.0505
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track
   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status
   If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Select Term   Effective Academic Year: ▢   Effective Date (optional): ▢

Program/Certificate/Option	CIP Code	Degree Code
˷		

Reason for Proposed Action (*attach additional pages as needed*)

[ ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

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☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*
☐ Deletion of instruction, research, or service institute/center.
☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*
☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: ▢   Effective Date (optional): ▢

Reason for Proposed Action (*attach additional pages as needed*)

[ ]

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LETTER OF NOTIFICATION

New Certificate Program

Creation of a new Certificate of Proficiency, Technical Certificate, or Graduate Certificate that is made of primarily existing courses. Credit hour limits are as follows: Certificate of Proficiency (6 – 21 SCH), Technical Certificate (21 – 45 SCH), Advanced Certificate ((21-45 SCH), and Graduate Certificate (12 – 21 SCH).

Required Information:

1. **Proposed degree title**

   of Proficiency

   Basic Certificate in Coaching Travel Team and Recreational Sport

2. **CIP code**

   31.0505

3. **% online (if applicable)**

   NA

4. **Proposed degree curriculum. If applicable, indicate new courses and include new course descriptions.**

   - PE 3413 Coaching Theory
   - PE 4513 Organization and Administration of Athletics and Physical Activity

5. **Justification/need for the new program including degree program goals, objectives, student learning outcomes, and projected enrollment of new degree.**

   The *Coaching Travel Team and Recreational Sport* Basic Certificate is being offered to prepare completers to meet the increasing demands and popularity of travel team/youth sport participation nationwide. The youth sport industry grew at a rate of 4.2% in 2022 with a global market of 37.5 billion dollars. Youth Sport is expected to increase at a compound annual rate of 9.2% by 2030. Participation has rebounded to pre-pandemic levels and a *Basic Credential* provides a service to the industry whose coaches and supervisors often lack minimal understanding or qualifications to meet the knowledge gaps, safety, and health protection of participates. A Basic Credential in *Coaching Travel Team and Youth Sport* is the first step in a series of stackable coaching credentials that leads to a Certificate of Proficiency in Coaching Athletics. The Occupational Network (O*NET) of the U.S. Department of Labor/Employment and Training administration provides the following outlook for jobs potentially requiring this certificate:

Sports Coach or Scout
Projected Growth: 11% or higher *Bright Outlook
Fitness and Wellness Coordinator
Projected Growth: 7-10% *Bright Outlook
Athletic Trainer
Projected Growth: 11% or higher *Bright Outlook
Fitness Trainer and Aerobics Instructor
Projected Growth: 11% or higher *Bright Outlook
Education Administrator
Projected Growth: 7-10% *Bright Outlook
Recreation and Fitness Studies Teacher
Projected Growth: 4-6%
Athlete and Sports Competitor
Projected Growth: 4-6%
Umpire, Referee and Other Sports Official
Projected Growth: 4-6%
Secondary School Teacher
Projected Growth: 4-6%

6. **Approval letter from licensure/certification entity, if required.**

   NA

7. **Effective date, term, and academic year**

   Summer 2025

Learning Outcomes:

1. Demonstrate knowledge and skills in sport planning.

2. Demonstrate knowledge and skills in evaluation of personnel, programs, facilities.

3. Demonstrate knowledge and skills in program development, management, supervision.

4. Demonstrate knowledge and skills in facility management, evaluation.

5. Demonstrate knowledge and skills in fiscal management, budgeting.

Table of Competencies and Assessments

Course Title and Prefix	Performance Indicator and Course Objective	Assessment
PE 3413 Theory of Coaching Athletics	Demonstrate increased knowledge of the necessary elements to coach athletics. Show knowledge about general content in coaching athletics. Formulate a personal philosophy pertaining to coaching athletics.	Assessed by: Inclass assignments and discussion, RAPs, personal philosophy paper, 3-2-1 reflections AR Coaching Standards: (1.1.1, 1.2.4, 1.3.1, 1.3.2,1.3.7, 2.1.1, 2.1.5, 2.1.6, 2.2.3, 2.2.4, 2.2.6, 2.3.2, 2.3.4, 2.3.7, 2.3.9, 2.3.11, 3.1.4, 3.2.1, 3.2.5, 3.3.2, 3.3.5, 3.3.6, 4.1.4, 4.2.4, 4.3.6, 5.1.3, 5.2.3, 5.3.2) (PW: A2, A3, A4, B3, C1, C2, C3
PE 4513 Organization and Administration of Athletics and Physical Activity	Demonstrate knowledge and skills in the areas of public relations. Demonstrate knowledge relative to the nature of various types of tournaments. Demonstrate ability to work in a group setting	Readiness Assessment Process (RAP) Team Work Evaluations Hoops for Scholarship and/or Similar Project/Event

Letter of Notification

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Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	**Adolfo Santos** Digitally signed by Adolfo Santos Date: 2024.09.24 15:09:02 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Rockie Pederson   Contact Person's Title: Dept Head, Kinesiology & Rehabilitation Science

Contact Phone Number: (479) 968-0323   Contact Email Address rpederson@atu.edu

Category 1: New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☑ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		Certificate of Proficiency in Coaching, Strength, and Condition
Degree Code		
CIP Code		31.0505
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

See attachment.

Category 2:   Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track
   Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status
   If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: | Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action *(attach additional pages as needed)*

[   ]

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: | Select Term   Effective Academic Year: [   ]   Effective Date (optional): [   ]

Reason for Proposed Action *(attach additional pages as needed)*

[   ]

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LETTER OF NOTIFICATION

New Certificate Program

Creation of a new Certificate of Proficiency, Technical Certificate, or Graduate Certificate that is made of primarily existing courses. Credit hour limits are as follows: Certificate of Proficiency (6 – 21 SCH), Technical Certificate (21 – 45 SCH), Advanced Certificate ((21-45 SCH), and Graduate Certificate (12 – 21 SCH).

Required Information:

1. **Proposed degree title**

   Coaching Strength and Conditioning Certificate of Proficiency

2. **CIP code**

   31.0505

3. **% online (if applicable)**

   NA

4. **Proposed degree curriculum. If applicable, indicate new courses and include new course descriptions.**

   - HES 2013 Weight Training for Personal Trainers, High School Athletics and Strength Coaching
   - HES 2023 Endurance Programming and Conditioning
   - HES 2043 Applied Fitness Assessment and Development
   - HES 3013 Coaching Power, Speed, and Agility
   - HES 4023 Principles of Strength and Conditioning

5. **Justification/need for the new program including degree program goals, objectives, student learning outcomes, and projected enrollment of new degree.**

   The Coaching Strength and Conditioning Certificate of Proficiency is being offered to prepare students for current trends in the profession. The Occupational Network (O*NET) of the U.S. Department of Labor/Employment and Training administration provides the following outlook for jobs potentially requiring this certificate:

   Sports Coach or Scout
   Projected Growth: 11% or higher *Bright Outlook
   Fitness and Wellness Coordinator
   Projected Growth: 7-10% *Bright Outlook
   Athletic Trainer
   Projected Growth: 11% or higher *Bright Outlook
   Fitness Trainer and Aerobics Instructor
   Projected Growth: 11% or higher *Bright Outlook

Education Administrator
Projected Growth: 7-10% *Bright Outlook
Recreation and Fitness Studies Teacher
Projected Growth: 4-6%
Athlete and Sports Competitor
Projected Growth: 4-6%
Umpire, Referee and Other Sports Official
Projected Growth: 4-6%
Secondary School Teacher
Projected Growth: 4-6%

Certificate of Proficiency Goals

1. Know and apply discipline-specific scientific and theoretical concepts critical to the development of physical educated individuals.
2. Administer fitness/performance tests and interpret the result to facilitate effective programming.
3. Develop effective training plans and programs for clients, classes, and/or teams.
4. Develop and maintain physical variables related to health, fitness, and performance.

Certificate of Proficiency Objectives/Outcomes

Course	Performance Indicator/Course Objective	Student Work Example
HES 1003	Introduce students to the exercise science scientific and theoretical concepts critical to the physical development of clients or athletes.	Exam Questions
HES 2013	Introduce students to the basic concepts of programming for fitness, strength, endurance, flexibility, and health.	Assignment (Plan)
HES 2023	Introduce students to the basic concepts of programming for fitness, strength, endurance, flexibility, and health.	Assignment (Plan)
HES 2043	Introduce field & laboratory based fitness/ performance tests and interpret the results to facilitate effective programming for the personal trainer/coach.	Assignment (Lab Report)
HES 3013	Introduce students to the basic concepts of programming for fitness, strength, endurance, flexibility, and health.	Assignment (Plan)
HES 4023	Assess the student's knowledge level to take a nationally accredited strength and conditioning coach certification	Final Exam Questions

6. **Approval letter from licensure/certification entity, if required.**

NA

7. Effective date, term, and academic year

Summer 2025

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Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:08:47 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date _____

Board of Trustee Approval/Notification Date _____

Contact Person: Dr. Pam Dixon   Contact Person's Title: Head, Department of Teaching and Educational

Contact Phone Number: (479) 968-0419   Contact Email Address: pdixon3@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
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- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☑ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Summer I   .Effective Academic Year: 2024-25 ADH   Effective Date (optional): 05/10/2025

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		Certificate of Proficiency in Early Childhood Educaton
Degree Code		✗
CIP Code		19.0706
% Online (*if applicable*)		100%

Reason for Proposed Action (*attach additional pages as needed*)

See attachment.

Category 2: Program Deletion/Inactive or Reactivation

☐ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: | Select Term | Effective Academic Year: [＿＿] | Effective Date (optional): [＿＿]

Program/Certificate/Option	CIP Code	Degree Code

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: | Select Term | Effective Academic Year: [＿＿] | Effective Date (optional): [＿＿]

Reason for Proposed Action (*attach additional pages as needed*)

[   ]

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LETTER OF NOTIFICATION

New Certificate Program

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Required Information:
1. **Proposed degree title**
   Certificate of Proficiency in Early Childhood Education

2. **CIP code**
   19.0706 (This is the CIP Code currently used for AS Early Childhood Education)

3. **% online (if applicable)**
   100%

4. **Proposed degree curriculum. If applicable, indicate new courses and include new course descriptions.**

   ECE 2113: Basic Child Growth and Development

   ECE 2313: Foundations and Theories in Early Childhood Education

   ECE 2513: Curriculum for Early Childhood Education

   ECE 2613: Methods and Materials Using Developmentally Appropriate Practices and Activities for Young Children

   ECE 2996: Practicum in Early Childhood Education

   SPED 2023: Development and Characteristics of Diverse Learners

   21 Hours

5. **Justification/need for the new program including degree program goals, objectives, student learning outcomes, and projected enrollment of new degree.**

   Justification: The Arkansas Department of Education allows teachers (K-6) to teach preschool (age 3 and 4) if they have a birth-prekindergarten teaching credential. To apply and receive a pre-k credential a teacher would need **18-27** college credit hours in early childhood education. With this certificate of proficiency (21 hours) we are opening another option for K-6 grade teachers to add this credential to their licensure.
   Our current early childhood program courses are utilized by elementary education students, early childhood professionals, and day care professionals. Some of these professionals use these courses as professional development.

The Arkansas Early Childhood Association through a program called the Teach Scholarship (https://arkansasearlychildhood.org/teach/) which provides students funding. We currently have about 15 students utilizing this scholarship that allows them to take up to 7 hours a semester (up to three in summer) in Early Childhood. If recipients prefer an intermediate step on the path to an associate degree, a Certificate of Proficiency (which leads to the Child Development Associate credential), or the Technical Certificate in Early Childhood is available at many colleges. As of right now, Arkansas Tech does not offer this. The following Arkansas colleges have a certificate of proficiency in early childhood education: Arkansas State University at Beebe, Arkansas State University at Newport, East Arkansas Community College, Northwest Arkansas Community College, Ozarka College, Phillips Community College of the University of Arkansas, South Arkansas College (SEARK), Southern Arkansas University (SAU) Tech, University of Arkansas Community College – Batesville, University of Arkansas Community College – Morrilton, University of Arkansas Community College – Rich Mountain , University of Arkansas at Fort Smith, University of Arkansas at Monticello College of Technology, and University of Arkansas Pulaski Technical College. TEACH scholars can apply the coursework to an associate degree or bachelor's degree, but most are not interested and instead appear as stop outs. Some teachers who are pursuing this professional development have no interest in a full associate's degree but want a professional credential. We have some people choose not to continue with us because there is not a credential available that is less than an associate degree.

Program Goals:

1. Demonstrate knowledge and understanding of child development and learning.
2. Know about, understand, and value the role of a child's family, culture, and community in children's lives.
3. Work cooperatively with parents, using an understanding of the family as a context for young children's development.
4. Demonstrate knowledge, skills, and dispositions of a reflective early childhood practitioner.
5. Demonstrate knowledge of health, safety, nutrition, and administrative guidelines.
6. Develop a thorough understanding of child development and the value of play in children's learning.
7. Design developmentally-appropriate curriculum and classroom practices.
8. Adhere to ethical practices in the field of early childhood education.

Student Learning Objectives:

ECE 2113: Basic Childhood Growth and Development- 3 college-credit hours course
Course Description – A study of the various developmental principles affecting the individual from the prenatal period through early adolescence. The course includes observational experiences in settings for young children.
Course Competencies:

- Compare theories related to child development from conception to age 8. (NAEYC 1a, 1c, 1d) (CEC 1.1)
- Differentiate between the physical, cognitive, social/emotional and language characteristics of infants, toddlers, preschool, and school age children. (NAEYC 1a, 1b, 1c, 1d, 4a) (CEC 1.2, 1.3)
- Document observations of infants, toddlers, preschool, and school age children and connect to the Child Development Early Learning Standards (CDELS). (NAEYC 1a, 1b, 3a, 3b, 3c) (CEC 4.1, 4.2, 4.3, 4.4, 5.2)
- Examine biological and environmental factors influencing child development from conception to age 8. (NAEYC 1a, 1b, 1c, 2a) (CEC 1.1, 1.2, 1.3)
- Analyze how culture, family and society influence growth and development from conception to age 8. (NAYEC 1a, 1b, 1c, 2a, 2b, 2c, 4a) (CEC 1.1, 1.2, 2.1, 5.1)
- Acknowledge professional work ethics. (NAEYC 6a, 6b, 6d) (CEC 7.1, 7.2, 7.3, 7.4)

ECE 2313: Foundations and Theories of Early Childhood Education – 3 college-credit hours course

Course Description – An introduction to the profession including historical and social foundations, awareness of value issues, ethical and legal issues, staff relations, and the importance of becoming an advocate for children and families.

Course Competencies:
- Examine the major roles and characteristics of early childhood teachers. (NAEYC 6a, 6c, 6e) (CEC 7.1)
- Outline the philosophical foundations and historical forces that have shaped early childhood education. (NAEYC 1a, 1b, 6d, 6e) (CEC 1.1)
- Describe the developmental principles and major milestones of children from birth to age eight to the areas of physical, cognitive, social and emotional, and linguistic development. (NAEYC 1a, 1b, 1c) (CEC 1.1, 1.2, 5.2)
- Evaluate different types of early childhood programs and Arkansas approved curriculum. (NAEYC 1c, 1d, 5a, 5b) (CEC 5.1, 5.2)
- Identify appropriate standards and guidelines for teaching young children (birth to age eight) within an inclusive classroom. (NAEYC 1a, 1b, 1c, 1d, 6b, 6d) (CEC 3.3, 4.1, 5.2)
- Demonstrate knowledge of the NAEYC Professional Preparation Standards and the Professional Standards and Competencies for Early Childhood Educators. (NAYEC 6a, 6b, 6c, 6d, 6e) (CEC 7.1, 7.2, 7.3, 7.4)
- Apply the NAEYC Code of Ethical Conduct to professional characteristics. (NAEYC 6a, 6b, 6c, 6d, 6e) (CEC 7.1, 7.4)
- Reflect on current developmentally appropriate strategies and experiences with children birth through preschool, including children with unique individual developmental variations. (NAEYC 4a, 4b, 4c, 5a, 5b, 5c) (CEC 7.1, 7.2, 7.3, 7.4)
- Describe the various NAEYC ethical perspectives involved in early childhood. (NAEYC 1c, 2a, 3d, 4b, 4c) (CEC 7.3, 7.4)
- Provide evidence of engagement in professional organizations related to the early childhood field. (NAEYC 6a, 6b, 6c, 6d, 6e) (CEC 7.1)
- Engage in informed advocacy for children and the profession. (NAEYC 6a, 6b, 6c, 6d, 6e) (CEC 7.1)
- Connect the practice of observing children to planning developmentally appropriate learning experiences. (NAEYC 1c, 3a, 3b, 3c) (CEC 4.1, 4.3, 5.1, 5.2)
- Summarize key socio-cultural, political, and economic context forces that have had an impact on early childhood education. (NAEYC 1b, 2a, 2b, 2c, 4a, 5a, 5b, 6d) (CEC 1.1, 5.1, 5.2, 6.3)
- Acknowledge professionalism and NAEYC Code of Ethical Conduct. (NAEYC 6a, 6b, 6e) (CEC 7.1, 7.2, 7.3, 7.4)

ECE 2513: Curriculum in Early Childhood Education 3 college-credit hours course

Course Description – A study and application in the field of the theoretical base for early learning. Covers curriculum for young children based on research and theory.

Course Competencies:

- Use of literacy strategies through the development of a variety of activities for children birth through preschool, including children with unique individual developmental variations. (NAEYC 1d, 4a, 4b, 4c, 5a, 5b, 5c) (CEC 1.1, 1.2, 3.1, 5.1, 5.2)
- Connect with families about literacy content for children birth through preschool, including children with unique individual developmental variations. (NAEYC 2a, 2b, 2c, 4c, 5a, 6c)(CEC 2.1, 2.2, 2.3, 6.3, 6.4)
- Apply knowledge of how young children learn and process information to utilize appropriate teaching strategies for children birth through preschool, including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 1d, 4b, 4c, 5a, 5b, 5c, 6c) (CEC 1.1, 1.2, 3.3, 5.1, 5.2)
- Observe and document children's language and literacy through the use of a variety of assessment tools for children birth through preschool, including children with unique individual developmental variations. (NAEYC 3a, 3b, 3c, 3d, 5b) (CEC 4.1, 4.2, 4.3, 4.4, 6.3)
- Connect research, knowledge, and practice to the development of a variety of literacy activities young children, including activities to enhance speaking, listening, writing, and reading for young children. (NAEYC 1a, 2a, 2c, 4b, 4c, 5a, 5b, 5c) (CEC 2.1, 2.2, 5.1, 5.2, 6.2, 6.3, 6.5)
- Demonstrate professional work ethics. (NAEYC 6a, 6b, 6d) (CEC 7.1, 7.2, 7.3, 7.4)
- Demonstrate use of inquiry method for children birth through preschool, including children with unique individual developmental variations. (NAEYC 4b, 4c, 5a, 5b, 5c) (CEC 3.1, 5.2)
- Demonstrate the ability to connect with families about math and science concepts for children birth through preschool, including children with unique individual developmental variations. (NAEYC 2a, 2b, 2c, 4c, 5a, 6c) (CEC 2.1, 2.2, 2.3, 6.3, 6.4)
- Apply knowledge of how young children learn and process information to utilize appropriate teaching strategies for children birth through preschool, including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 4b, 4c, 5a, 5b, 5c) (CEC 1.1, 1.2, 3.3, 5.1, 5.2)
- Develop quality math and science learning environments for children birth through preschool, including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 4a, 4b, 4c, 5a, 5b, 5c) (CEC 3.2, 5.2, 6.3)
- Observe and document children's math and science reasoning through the use of a variety of assessment tools for children birth through preschool, including children with unique individual developmental variations. (NAEYC 3a, 3b, 3c, 5a, 5b) (CEC 4.1, 4.2, 4.3, 4.4, 6.3)
- Connect research, knowledge, and practice to the development of a variety of math and science activities for children birth through preschool, including children with unique individual developmental variations. (NAEYC 4b, 4c, 5a. 5b. 5c, 6c) (CEC 2.1, 2.2, 5.1, 5.2, 6.2, 6.3, 6.5)
- Differentiate the process skills needed for math and science experiences for children birth through preschool, including children with unique individual developmental variations. (NAEYC 5a, 5b) (CEC 3.1, 3.3. 5.2)
- Develop quality math and science learning activities and environments for young children. (NAEYC 1a, 1b, 1c, 4a, 4b, 4c, 5a, 5b, 5c) (CEC 1.1, 1.2, 3.2, 5.2, 6.3)

ECE 2613: Methods and Materials Using Developmentally Appropriate Practices and Activities for Young Children 3 college-credit hours course

Course Description – A combination of classroom and field based experiences stressing developmentally appropriate techniques and materials fostering successful development and learning in young children.

Course Competencies:

- Describe developmentally appropriate practices as they apply to preschoolers including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 4b, 5a) (CEC 1.1, 4.1, 4.2)
- Plan a developmentally appropriate physical environment for preschoolers including accommodations for children with unique individual developmental variations (NAEYC 1a, 1b, 1c, 4a, 4b, 4c, 5b) (CEC 5.1, 5.2, 6.4,6.5)
- Plan and implement developmentally appropriate curriculum with measurable objectives, based on the CDELS. (NAEYC 1a, 1b, 4b, 5a, 5b, 5c) (CEC 4.1, 5.2, 6.4)
- Prepare a developmentally appropriate schedule including routines and transitions for preschoolers including children with unique individual developmental variations. (NAEYC 1a, 1b, 1d) (CEC 1.2, 1.3, 5.1)
- Compile and create developmentally appropriate lesson plans and materials based on a project or thematic unit for preschoolers including accommodations with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 3a, 4a, 4b, 4c, 5a, 5b) (CEC 5.1, 5.2, 6.3, 6.5, 6.6)
- Demonstrate developmentally appropriate experiences for preschoolers covering all domains of development including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 4a, 4b, 4c, 5a, 5b, 5c) (CEC 5.1, 5.2, 6.5, 6.6)
- Create a variety of tools/strategies designed to create and maintain positive relationships with families. (NAEYC 2b, 2c, 3d, 4a, 4b) (CEC 1.1, 2.1, 2.2, 2.3, 6.3)
- Compare and analyze different curriculum approaches and models for preschoolers including children with unique individual developmental variations. (NAEYC 4a, 4b, 4c, 5a, 5b, 5c) (CEC 4.1, 5.2)
- Identify and utilize observation and assessment tools used in child care settings. (NAEYC 3a, 3b, 3c, 3d) (CEC 4.1, 4.2, 4.3, 4.4)
- Acknowledge professional work ethics. (NAEYC 6a, 6b, 6d) (CEC 7.1, 7.2, 7.3, 7.4)
- Describe developmentally appropriate practices as they apply to infants/toddlers including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 4b, 4c) (CEC 1.1, 4.1, 4.2)
- Plan a developmentally appropriate physical environment for infants or toddlers including accommodations for children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 1d, 4a, 4b, 4c, 5b, 5c) (CEC 5.1, 5.2, 6.4, 6.5)
- Plan and implement developmentally appropriate curriculum with measurable objectives, based on the CDELS. (NAEYC 1a, 1b, 1c, 1d, 3a, 3b, 3c, 4b, 4c, 5a, 5b, 5c) (CEC 4.1, 5.2, 6.4)
- Prepare a developmentally appropriate schedule including routines and transitions for infants or toddlers including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 1.d) (CEC 1.2, 1.3, 5.1)
- Compile and create developmentally appropriate individual infant or toddler lesson plans and materials; and group lesson plans and materials for infants or toddlers covering all domains of development including accommodations for children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 1d, 4a, 4b, 4c, 5a, 5b, 5c) (CEC 5.1, 5.2, 6.3, 6.5, 6.6)
- Demonstrate developmentally appropriate experiences for infants or toddlers covering all domains of development including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 1d, 4a, 4b, 4c, 5a, 5b, 5c) (CEC 5.1, 5.2, 6.5, 6.6)

- Create a variety of tools/strategies designed to create and maintain positive relationships with families. (NAEYC 2a, 2b, 2c, 3d, 4b, 4c, 6b) (CEC 1.1, 2.1, 2.2, 2.3, 6.3)
- Compare and analyze different curriculum approaches and models for infants and toddlers including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 1d, 4b, 5a, 5b, 5c) (CEC 4.1, 5.2)
- Identify positive guidance strategies for use with infants or toddlers. (NAEYC 1a, 1b, 1c, 1d, 4a, 4b, 4c) (CEC 1.3, 1.4, 2.1, 2.2, 3.3)
- Identify and utilize observation and assessment tools used in child care settings. (NAEYC 3a, 3b, 3c, 3d) (CEC 4.1, 4.2, 4.3, 4.4)

ECE 2996- Practicum in Early Childhood Education 6 college-credit hours course
Course Description – A study and application that adheres to ethical practices in early childhood education. Students must be employed or volunteer in a licensed childcare facility. Observation of the students work and evaluation of student skills are conducted by instructors following the NAEYC Associate Standards. Students must demonstrate competency in all areas observed and complete a minimum number of 90 hours in a daycare or classroom. An emphasis will be on the observation of physical and health, cognitive, language, social and emotional development, emergent literacy, mathematical thinking, science and technology, social studies, and creativity and aesthetics.
Course Competencies:
- Apply knowledge of how children, including children with unique individual developmental variations, grow and learn in a childcare setting. (NAEYC 1a, 1b, 1c, 1d, 4b, 4c) (CEC 1.1, 5.2, 6.3)
- Demonstrate knowledge of developmentally appropriate practices for children birth through preschool, including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 1d, 4b, 4c) (CEC 1.1, 3.1, 5.1)
- Reflect using prior knowledge to link new ideas to familiar ones while working with children birth through preschool, including children with unique individual developmental variations. (NAEYC 4a, 4b, 4c, 5c, 6d) (CEC 1.1, 1.2, 5.1, 5.2, 7.2)
- Demonstrate proficiency in working with diverse populations of students, families and community groups. (NAEYC 2a, 2b, 2c, 4a) (CEC 2.1, 2.2, 2.3, 6.3, 7.3)
- Demonstrate knowledge of and utilize a variety of observational and authentic assessment options and their appropriate use with children birth through preschool, including children with unique individual developmental variations. (NAEYC 3a, 3b, 3c, 3d) (CEC 4.1, 4.2, 4.3, 4.4)
- Integrate reflective and critical perspectives on early education practices. (NAEYC 6b, 6d, 6e)(CEC 7.2, 7.3)
- Engage in informed advocacy for children and the profession. (NAEYC 6a, 6b, 6d) (CEC 7.1, 7.2, 7.3)
- Use a variety of observation tools with children birth through preschool, including children with unique, individual learning variations. (NAEYC 1a, 1b, 1c, 1d, 3a, 3b, 3c) (CEC 1.2, 1.3, 4.1, 6.2)
- State typical behaviors for young children according to their ages and development. (NAEYC 1a, 1b, 1c) (CEC 1.1, 1.2. 1.3, 1.4, 2.1)
- Categorize temperament traits and other rationales for various behaviors of birth through preschool, including children with unique individual developmental variations. (NAEYC 1a, 1b, 1c, 1d, 3c) (CEC 1.1, 1.2)
- Plan appropriate child-centered classroom environments and curriculum to support children birth through preschool including children with unique individual developmental variations. (NAEYC 1c, 1d, 4a, 4b, 4c) (CEC 1.1, 2.1, 2.2, 2.3, 5.1, 5.2)

- Provide examples of family involvement opportunities that build relationships between program and families. (NAEYC 1c, 2a, 2b, 2c, 3d) (CEC 2.1, 2.2, 2.3, 7.3)
- Analyze purposes and types of objective observations used in the early childhood setting, birth through preschool, including children with unique individual developmental variations. (NAEYC 3a, 3b, 3c) (CEC 4.1, 4.2, 4.3, 4.4)
- Evaluate different behaviors of children birth through preschool, including children with unique individual developmental variations. (NAEYC 3a, 3b, 3c) (CEC 4.1, 4.2, 6.3, 6.4)
- Interact positively with children birth through preschool including those with unique individual developmental variations. (NAEYC 1b, 1d, 4a, 4b, 4c) (CEC 2.2, 2.3, 6.3, 7.3)
- Apply guidance principles to support the social emotional growth and development for children birth through preschool, including children with unique individual developmental variations. (NAEYC 1d, 3a, 3b, 3c, 3d, 4a, 4b, 4c) (CEC 1.1, 1.2, 1.3, 2.1, 4.1, 5.2, 6.6)
- Identify components of a nurturing social environment while recognizing the rationale for positive behavior guidance statements. (NAEYC 1a, 1c, 4a, 5b, 6e) (CEC 1.1, 2.3, 4.1, 6.6)
- Discuss the basic theories of child guidance (NAEYC 4a, 4b, 5a, 5c) (CEC 2.2, 2.3, 6.1, 6.4)
- Acknowledge professional work ethics. (NAEYC 6a, 6b, 6d) (CEC 7.1, 7.2, 7.3, 7.4)

SPED 2023- Development and Characteristics of Diverse Learners 3 college-credit hours course

Course Description- This course covers characteristics of children with exceptional learning needs. An emphasis will be placed on typical and atypical development, an overview of various exceptionalities including giftedness, and the special needs of children from different cultures and language backgrounds.

Course Competencies:
- The student will develop an understanding of the biological and environmental factors that may place the child at risk including maternal health, pre-maturity, teratogens, birth trauma, and attachment disorders. CEC 1.1, 1.2; TESS 1b; ATS 3.1.1, 3.1.5, 3.1.6, 3.1.9.; INTASC 2, 3; CAEP 1.a, AECI 1.0 Instructor Information Course Related Information
- The student will develop an understanding of typical and atypical development; and the similarities and differences between children with and without exceptional learning needs. CEC 1.2, TESS 1b; ATS 3.1.1, 3.1.5, 3.1.6, 3.1.9.; INTASC 2, 3; CAEP 1.a,; AECI 5.2
- The student will develop knowledge of how poverty impacts the learning and development of children. CEC 1.1, TESS 1b, 1d, 1e, 2a, 2b, 2d, 3a, 3e, 4c; ATS 1.1.4, 1.2.3, 1.3.4, 1.3.6, 1.3.9, 2.1.4, 2.2.3, 2.2.4, 2.2.5, 2.3.1, 2.3.2, 2.3.3, 2.3.4, 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.7, 3.2.2, 3.2.3, 3.2.4, 3.2.5, 3.2.6, 3.3.2, 3.3.4, 3.3.5, 3.3.6, 3.3.9, 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.2.1, 4.2.2, 4.2.3, 4.3.4, 4.3.5, 4.3.6, 5.1.6, 5.2.3. INTASC 3, CAEP 1.a, 1.b; AECI 5.2
- The student will develop knowledge and respect for cultural diversity among children and their families. CEC 1.1, 1.2, TESS 1b, 2a, 2b, 4d, 4f; ATS 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.2.1, 4.2.2, 4.2.3, 4.3.1, 4.3.2, 4.3.3, 4.3.4, 4.3.5, 4.3.6.; INTASC 3, CAEP 1.b, 1.c; AECI 5.2
- The student will develop knowledge of the learning abilities of the individual with exceptional learning needs. This includes the various Special Education categories.

CEC 1.2, TESS 1b, 1d, 1e, 1f, 2e, 3a; ATS 3.1.9, 3.2.1, 3.2.2, 3.2.4, 3.2.5, 3.2.6.; INTASC 2, 3, CAEP 1.a; AECI 3.2

- The student will develop knowledge of the learning abilities of individuals who are considered gifted. CEC 1.2, TESS 1b, 1d, 1e, 1f, 2e, 3a; ATS 3.1.9, 3.2.1, 3.2.2, 3.2.4, 3.2.5, 3.2.6.; INTASC 2, 3, CAEP 1.a; ACEI 3.2
- The student will develop knowledge of the learning needs of children who do not speak English as their primary language. CEC 1.2,CEC 6.3, TESS 1b, 1d, 1e, 1f, 2e, 3a; ATS 3.1.9, 3.2.1, 3.2.2, 3.2.4, 3.2.5, 3.2.6. INTASC 2, 3, 6; CAEP 1.a, 1.b; AECI 3.2
- The student will develop knowledge of the importance of social interaction for the individual with exceptional learning needs. CEC 2.1; TESS 1b, 2c, 3a, 3e, 4c, 4f; ATS, INTASC 2, 3; CAEP 1.a, 1.b, 1.c; AECI 5.2

Projected Enrollment: In our State of Education in Arkansas 2023 report, the overwhelming recommendation from Arkansans was to expand access to quality early childhood education, with a particular emphasis on building a sustained high-quality early childhood workforce. In spring 2023, Gov. Sarah Huckabee Sanders signed the Arkansas LEARNS Act into law. The LEARNS Act is comprehensive, creating a suite of changes that affect the state's education system. One of the requirements within the LEARNS Act is to improve the experience of families and providers by establishing local early childhood lead organizations. LEARNS calls for **local early childhood leads** for each locality in Arkansas who is funded to make and execute the plan for their area on how to use available resources to best prepare Arkansas children for Kindergarten. These organizations are charged to: support access **to early childhood programs,** identify gaps **in services,** foster local partnerships, create alignment **among public and private providers and agencies within the community, establish a** comprehensive, locally supported plan for providing early childhood programs and services. Because of this, it is projected to have an **increase** in local (Pope County) early childhood education providers. With recruitment to the local leads in Pope County and the TEACH scholarship, Arkansas Tech enrollment would rise.

Approval letter from licensure/certification entity, if required.
    No licensure approval required.

6. **Effective date, term, and academic year**
    Summer 2025

Letter of Notification

![adhe logo] ARKANSAS DIVISION OF HIGHER EDUCATION

A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadlines. All changes in existing programs/units or requests for new programs/units may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	**Adolfo Santos** Digitally signed by Adolfo Santos Date: 2024.09.24 15:12:42 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date ☐

Board of Trustee Approval/Notification Date ☐

Contact Person: Dr. Michael Davis   Contact Person's Title: Head, Department of Biological and Earth Science

Contact Phone Number: (479) 964-0816   Contact Email Address mdavis@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

☐ Title or CIP change

☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*

☐ Program reconfiguration *attach copy of before & after curriculum*

☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*

☐ Existing program offered by distance technology

☐ Existing certificate or degree program offered at an existing off-campus location

☐ New option, emphasis, concentration, or minor

☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Select Term   .Effective Academic Year: ☐   Effective Date (optional): ☐

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		
Degree Code		
CIP Code		
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

Category 2: Program Deletion/Inactive or Reactivation

☑ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Fall   Effective Academic Year: 2024-25 ADH   Effective Date (optional): 08/11/2025

Program/Certificate/Option	CIP Code	Degree Code
Bachelor of Science in Geosciences Options	40.0601	2660

Reason for Proposed Action *(attach additional pages as needed)*

Request is to delete only the Environmental, Petroleum, and Professional Options of the BS Geosciences program. See attachment.

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: _____   Effective Date (optional): _____

Reason for Proposed Action *(attach additional pages as needed)*

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Program Deletion

Deletion of a certificate, degree program, option, or organizational unit. Degree programs and certificates can be deleted with enrolled students. However, institutions must have a phase-out plan for those students. Deleted programs and certificates will be removed from the Approved Programs List during the academic year in which the deletion takes effect.

Required Information:

1. **Current degree/certificate/option/unit title**

   Delete the following options:
   Bachelor of Science in Geosciences-Environmental Option
   Bachelor of Science in Geosciences-Petroleum Option
   Bachelor of Science in Geosciences-Professional Option

   NOTE: Will offer Bachelor of Science in Geosciences

2. **Degree code**

   2660

3. **CIP code**

   40.0601

2. **Effective date, term, and academic year**

   Fall 2025, last degrees awarded August 2025

4. **Reason for deletion**
   There are currently 16 students enrolled in the Geosciences programs. While the programs as a whole are able to satisfy ADHE requirements of sustainability, to increase enrollment, aid in retention, and better serve all stakeholders, the individual degree programs will be eliminated and consolidated into a single BS Geosciences degree. Individual graduation plans will be created for all individual students to assist with completing their degrees before the programs are eliminated in 2025 if they want to keep the program option upon graduation. All other students will be advised to change their major to the BS Geoscience degree as an alternative.

Letter of Notification

A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadlines. All changes in existing programs/units or requests for new programs/units may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:10:23 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Hamed Shojaei   Contact Person's Title: Head, Department of Mathematical and Physical

Contact Phone Number: (479) 968-0248   Contact Email Address hshojaei@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

☐ Title or CIP change
☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU
☐ Program reconfiguration *attach copy of before & after curriculum
☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum
☐ Existing program offered by distance technology
☐ Existing certificate or degree program offered at an existing off-campus location
☐ New option, emphasis, concentration, or minor
☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum

Effective Term: Select Term   .Effective Academic Year: Effective Date (optional):

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		
Degree Code		
CIP Code		
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

Category 2: Program Deletion/Inactive or Reactivation

☑ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Spring   Effective Academic Year: 2026-2027 A ⊞   Effective Date (optional): 1/18/2027

Program/Certificate/Option	CIP Code	Degree Code
Bachelor of Science Applied Statistics Actuarial Science and Data Science Options	27.0599	4565

Reason for Proposed Action *(attach additional pages as needed)*

See attachment.

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: Effective Date (optional):

Reason for Proposed Action *(attach additional pages as needed)*

SAVE   ATTACH   SUBMIT   SHOW ATTACHMENTS

Please save and upload this form and supporting documents to: <u>File Transfer System</u>

LETTER OF NOTIFICATION

Program Deletion

Deletion of a certificate, degree program, option, or organizational unit. Degree programs and certificates can be deleted with enrolled students. However, institutions must have a phase-out plan for those students. Deleted programs and certificates will be removed from the Approved Programs List during the academic year in which the deletion takes effect.

Required Information:

1. **Current degree/certificate/option/unit title**

   Bachelor of Science in Applied Statistics (Actuarial Science and Data Science Options)

2. **Degree code**

   4565

3. **CIP code**

   27.0599

2. **Effective date, term, and academic year**

   Spring 2027, Last degrees awarded Fall 2026 semester

4. **Reason for deletion**
   These new programs did not have enough students to be considered viable. The number of students enrolled did not justify the special classes that are required for those students and hence we are requesting to eliminate these degrees. There are about 10 students in these programs. We will work with them to create a teach-out plan for those who choose to stay or help them change to a different major.

Letter of Notification

ARKANSAS DIVISION OF
HIGHER EDUCATION

A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadlines. All changes in existing programs/units or requests for new programs/units may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:10:44 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person: Dr. Hamed Shojaei   Contact Person's Title: Head, Department of Mathematical and Physical

Contact Phone Number: (479) 968-0248   Contact Email Address hshojaei@atu.edu

Category 1:   New or Existing Program Modification (*select all that apply*)

- [ ] Title or CIP change
- [ ] Articulation Agreement: [ ] 2+2 [ ] 3+1 [ ] 4+1 [✓] Other *attach copy of MOU
- [ ] Program reconfiguration *attach copy of before & after curriculum
- [ ] Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum
- [ ] Existing program offered by distance technology
- [ ] Existing certificate or degree program offered at an existing off-campus location
- [ ] New option, emphasis, concentration, or minor
- [ ] New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum

Effective Term: Select Term   .Effective Academic Year: [ ]   Effective Date (optional): [ ]

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		
Degree Code		
CIP Code		
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

Category 2:   Program Deletion/Inactive or Reactivation

☑ Delete program/option/emphasis/track
  Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status
  If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Spring   Effective Academic Year: 2026-27   Effective Date (optional): 1/18/2027

Program/Certificate/Option	CIP Code	Degree Code
Bachelor of Science in Chemistry Environmental Option	40.0501	2350

Reason for Proposed Action (*attach additional pages as needed*)

See attachment.

Category 3:   Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*
☐ Deletion of instruction, research, or service institute/center.
☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. *attach copy of before and after organization chart*
☐ Reorganization/Renaming/Deletion of existing administrative/organization unit *attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: Effective Date (optional):

Reason for Proposed Action (*attach additional pages as needed*)

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LETTER OF NOTIFICATION

Program Deletion

Deletion of a certificate, degree program, option, or organizational unit. Degree programs and certificates can be deleted with enrolled students. However, institutions must have a phase-out plan for those students. Deleted programs and certificates will be removed from the Approved Programs List during the academic year in which the deletion takes effect.

Required Information:

1. Current degree/certificate/option/unit title

   Bachelor of Science In Chemistry Environmental Option (We will continue to offer the Bachelor of Science in Chemistry Biochemistry, General, and Professional Options)

2. Degree code

   2350

3. CIP code

   40.0501

2. Effective date, term, and academic year

   Spring 2027, Last degrees awarded Fall 2026 semester

4. Reason for deletion

There are other possibilities for students to study environmental sciences at ATU and as a result, students usually do not consider this option. Currently there is one student enrolled in this program. He will complete the requirements by the end of Fall 2026 semester.

Letter of Notification

A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadlines. All changes in existing programs/units or requests for new programs/units may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution: Arkansas Tech University

Dr. Adolfo Santos	Adolfo Santos Digitally signed by Adolfo Santos Date: 2024.09.24 15:13:00 -05'00'	09/24/2024
Name of Provost/Chief Academic Officer	Signature	Date

President/Chancellor Approval Date
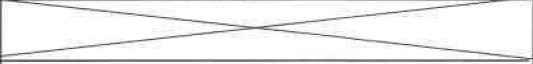
Board of Trustee Approval/Notification Date

Contact Person: Dr. Hamed Shojaei   Contact Person's Title: Head, Department of Mathematical and Physical

Contact Phone Number: (479) 968-0248   Contact Email Address hshojaei@atu.edu

Category 1: New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other *attach copy of MOU*
- ☐ Program reconfiguration *attach copy of before & after curriculum*
- ☐ Curriculum revision of program/option/emphasis/concentration/minor *attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum*

Effective Term: Select Term   .Effective Academic Year: [   ]   Effective Date (optional): [   ]

	Before Proposed Changes	After Proposed Changes/New Program
Program/Certificate Title		
Degree Code		
CIP Code		
% Online (*if applicable*)		

Reason for Proposed Action (*attach additional pages as needed*)

Category 2: Program Deletion/Inactive or Reactivation

☑ Delete program/option/emphasis/track
> *Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.*

☐ Change program to Inactive Status
> *If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.*

☐ Reactivation of program from inactive status *(inactive for less than 5 years)*

Effective Term: Spring   Effective Academic Year: 2026-27 ADH   Effective Date (optional): 1/18/2027

Program/Certificate/Option	CIP Code	Degree Code
Bachelor of Science in Mathematics Education for Teacher Licensure	13.1311	9870

Reason for Proposed Action *(attach additional pages as needed)*

See attachment.

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

☐ Establishment of new instruction, research, or service institute/center that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*

☐ Deletion of instruction, research, or service institute/center.

☐ Establishment of administrative/organization unit that <u>does not</u> serve as a basis for faculty appointments or degree programs. **attach copy of before and after organization chart*

☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: Select Term   Effective Academic Year: Effective Date (optional):

Reason for Proposed Action *(attach additional pages as needed)*

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Required Information:

1. Current degree/certificate/option/unit title

   Bachelor of Science in Mathematics Education for Teacher Licensure

2. Degree code

   9870

3. CIP code

   13.1311

2. Effective date, term, and academic year

   Spring 2027, Last degree awarded Fall 2026 Semester

4. Reason for deletion
The number of enrolled students has decreased significantly in the past few years and as a result some of the classes that are unique for students enrolled in this major to be very small. There are about 15 students enrolled in this major now and we are preparing a teach-out plan for those who decide to stay in. We will also encourage these students to switch to other majors. One possibility is to earn a degree in mathematics and then get a master's degree in teaching.