Graduate Council February 25, 2025 Special Called Meeting

- I. College of Business and Economic Development Le Moyne Smith School of Business
 - 1. Delete the Master of Science in Health Informatics. (Do not have signed curriculum form requesting deletion of program). See the memo from Faculty Senate regarding the Faculty Retrenchment Policy.
- II. College of Education and Health Department of Teaching and Educational Leadership
 - 1. Delete the Master of Education in K-12 Literacy. See the memo from Faculty Senate regarding the Faculty Retrenchment Policy.
- III. College of Education and Health School of Professional and Community Education
 - 1. Change the title for OL 5643, Organizational Globalization and Diversity, to Organizational Culture.



Faculty Senate

February 20, 2025

Dr. Bradley, Chair of ATU Graduate Council

Cc: Mrs. Tammy Weaver, Registrar

Cc: Dr. Tracy Cole, Dean School of Business and Economic Development

Cc: Dr. Tim Carter, Dean School of Education and

Dear Dr. Bradley,

The ATU Faculty Senate has heard a report from EVPAA Dr. Santos on a request for consideration of a program elimination of the M.S. degree in Health Informatics and the MEd degree in K-12 Literacy. The ATU Faculty Senate requests your committee meet to discuss this proposal and then forward your committee's response to myself so this information can be shared with the full Faculty Senate body. I would expect that Deans Cole and Carter would forward a program deletion form and associated documentation for your consideration. Your documentation would need to be received by March 4, 2025 for consideration for inclusion on the March Faculty Senate Agenda. Thank you.

Dr. Thomas E. Nupp Chair ATU Faculty Senate From: Dr. Adolfo Santos

Executive VP for Academic Affairs and Provost

To: Members of the Faculty Senate

Date: February 4, 2025

Program Discontinuance

Health Information Management, Health Informatics, and K-12 Literacy

Dear members of the Faculty Senate and relevant governance committees. I am writing to seek your review and recommendation by majority vote to support the discontinuance of three academic programs. Two of the three are graduate programs. None of the programs have tenure-track faculty in place. The three academic programs are the following:

- Bachelor of Science in Health Information Management
- Master of Science in Health Informatics
- Master of Education in K-12 Literacy

I will begin with and explanation for program discontinuance of the two health programs and conclude with the K-12 Literacy program.

Program Discontinuance of the Bachelor of Science in Health Information Management and the Master of Science in Health Informatics.

I present this report for your review and to seek your recommendation by majority vote, to support a statement of program discontinuance of the Bachelor of Science in Health Information Management and the Master of Science in Health Informatics.

In the report, we will briefly describe the history of efforts to increase enrollment in these two programs, along with serious on-going discussions to terminate these programs if enrollment numbers did not improve. Following this brief history, we will present evidence that enrollment and graduation numbers continue on the decline, indicating that future cohorts will continue to decrease in size. We will then present evidence that the cost of these two programs significantly outpace all other academic programs, further straining our ability to continue this program.

A Brief History

Not long after the reorganization of the various colleges, which experienced the move of Health Information Management and the Health Informatics from the College of Science Technology Engineering and Math to the College of Business and Economic Development, then Dean Russell Jones had a serious discussion with the faculty of Health Information Management and Health Informatics. Of particular concern was the cost of the program and the declining enrollment numbers in the two programs.

There were some attempts to improve the BS in Health Information Management. In June of 2023, the Board of Trustees approved a request to take the program online, and the faculty have subsequently worked hard to convert all HIM courses to HyFlex format. While this attempt witnessed a slight increase in the number BS students in the Fall of 2023, the numbers continued to decline the following year.

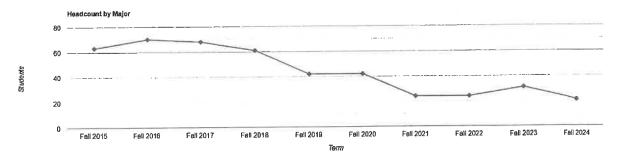
In more recent years, Dean Tracy Cole has expressed similar concerns about the viability of these two programs, raising her concern with the faculty and with the EVPAA & Provost. In attempts to help the undergraduate program, Dean Cole encouraged the faculty to be more flexible with transfer students when possible. HIM Program Director Sara Daniel began working to establish transfer agreements with Arkansas community colleges, but believed that CAHIIM (their accrediting body) restricted their ability to accept transfer courses, especially when a lower-division course would be substituted for a required upper-division course. The faculty therefore arranged a teleconference with CAHIIM representatives and Tammy Weaver to determine the circumstances under which transfer credits could be accepted, and subsequently began working to determine more conducive transfer agreements. The HIM program has since developed a transfer plan that one community college finds acceptable, and has continued working with other institutions toward this goal. Even so, most associate degree programs in this field do not require general education courses, leaving many transfer students with well over 2 more years of coursework to complete the required general education plus at least 40 hours upper-division credits needed for a bachelor's degree.

Continued Decline in Enrollment Numbers

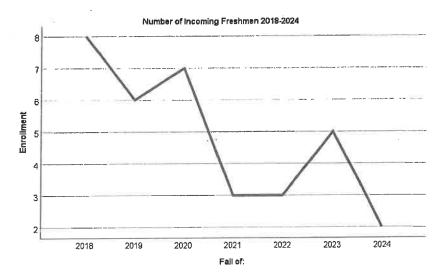
During the last few academic years, the HIM faculty have made consistent efforts to recruit more students by participating in numerous career fairs and other recruitment activities, advertising their program, and networking in their profession. Even so, we have found it challenging to attract a minimum of 10 students in each HIM class. This current semester, 3000 level courses are averaging 8 students, and 4000 level courses are averaging 6. The table below shows the average number of students and the average number of sections in undergraduate program, followed by the average enrollment in the Graduate Program along with the number of sections.

Average UG Class Size Fall 2022-Spring 2025			Average Grad Class Size Fall 2022-Spring 2025			
Semester	Mean Enrollment	Number of Sections	Mean Enrollment	Number of Sections		
Fall 2022	6.9	13	13	2		
Spring 2023	8.6	9	11	3		
Fall 2023	9.3	8	7.5	2		
Spring 2024	6.5	8	9	3		
Fall 2024	6.9	7	2	2		
Spring 2025	7	8				

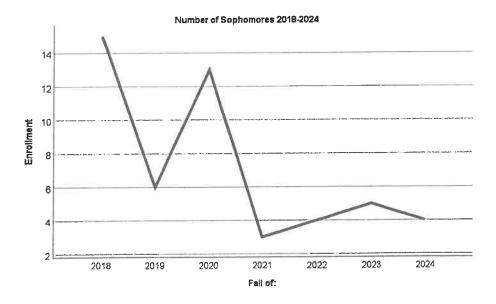
The figure below shows the number of majors in the BS program over time. In Fall 2024, we brought in 2 Freshmen majors. In 2018, we brought in 8.



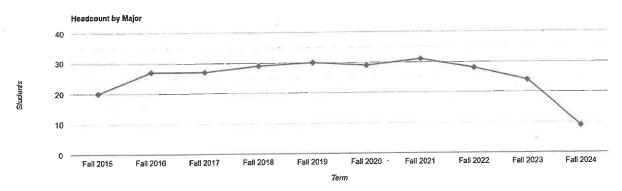
When we control for the incoming freshmen class, however, the number of majors decreases significantly. The figure below shows that this fall semester, we had 2 new freshmen majors.



The number of sophomores over time has also continued to drop. The figure below shows the number of sophomores over time. In the fall of 2024, we only had 4 majors. With such a modest pipeline of freshmen and sophomore students, it is clear that this program is simply not sustainable.



This program currently has an Assistant Professor of Health Information Management, and a Senior Instructor of Health Information Management. We had a third professor, an Assistant Professor of Health Information Management and Informatics. This assistant professor has resigned, which leaves us with no faculty members who are qualified to teach graduate-level Health Informatics courses at this time, and current enrollment cannot support replacement of this faculty position.



The undergraduate program currently has an Assistant Professor of Health Information Management, and a Senior Instructor of Health Information Management. Neither are tenure track positions. We had a third professor who taught in the graduate program – an Assistant Professor of Health Information Management and Informatics. This assistant professor has resigned.

Cost of the Bachelor of Science in Health Information Management

The Bachelor of Science in Health Information Management is the most expensive program at ATU by SSCH. In the Summer of 2024, Ms. Laury Fiorello, VP for Finance and Administration, conducted an analysis of the expenses per semester credit, and reported that the Health Information Management program cost \$1,555.51 per SSCH (for more detail, see Appendix 2). For comparison, below are the average SSCH expenses for each of the colleges and the Health Information Management program.

•	Arts and Humanities	\$450.64
•	Business & Economic Development	\$554.88
•	Education & Health	\$589.04
•	STEM	\$518.21
•	Health Information Management	\$1,555.51

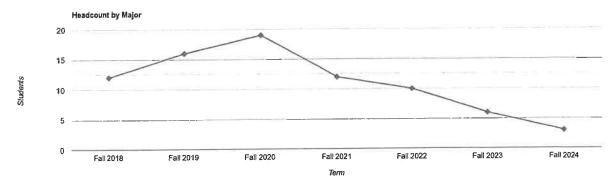
The Health Information Management program is roughly three times more costly than the college averages. This cost is simply not sustainable.

Request of faculty Senate

We seek your support in recommending the closure of the Bachelor of Science in Health Information Management and Master of Science in Health Informatics. These two programs have declining enrollment combined with excessive costs, making the two programs unsustainable.

Program Discontinuance of the Master of Education in K-12 Literacy

The third program I seek your support for discontinuance is the Master of Education in K-12 Literacy. This program has one professor on a terminal contract, which expires in May. In the Fall of 2024, the program only had 3 students. A year earlier, it had 6 students. The graph below shows the number of students in the Master of Education in K-12 Literacy.



In 2022, we graduated 7 students from this program. In 2023, we graduated 3 and in 2024, we graduated 2. Unfortunately, this program does not have a sufficient number of students to remain viable.

Conclusion

While it is never easy to close academic programs, I write to ask for your support to recommend by majority vote, to support the program discontinuance of the Bachelor of Science in Health Information Management, Master of Science in Health Informatics, and the Master of Education in K-12 Literacy.

Appendix 1: Letter of Notification Submitted to the Board of Trustees June 2023

Letter of Notifica			INCHES EDUCATED
A Letter of Notification is required	for programmatic and organizational charges the	of do not require prior review by the	Coordinating Board unless ions, All charges in existing
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Memorandum

Office of Academic Affairs

Dr. Robin E. Bowen President

Dr. Julia Furet-Bowe Interim Vice President for Academic Affairs

Letters of Notifications for New Program Proposals

Please are below the list of Letters of Notification for new and existing programs.

College of Arts and Rumenities ~ Department of Communication and Media Studies

Offer Bachelor of Science is Health Information Management online

College of Science, Technology, Engineering, and Mathematics – Department of Engineering and Computing Sciences

Offer Graduate Certificate in Information Technology online

ARKANSAS TECH

COLLEGE OF BUSINESS 106 West O Street Rothwell Hall, Suite 433 Russsellville, AR 72801

€ 479-968-0490 479-956-6211 # www.atu.edu/business

June 1, 2023

From: Dean Russell Jones, College of Business and Economic Development

Sub: HIM Program

The HIM program at ATU is the only baccalaureate program of its type in the state. There are four associate degree programs in the state, with more students wanting to continue on with their educational journey. Most want to stay with an Arisanae-based program due to financial needs. The HIM faculty have worked very hard to implement HyPiet over the past year to offer the entire program to others outside of the Russelvilla area. This is especially be ignal now as there is an increased need for workers in the HIM space, with several healthcare facilities reporting that they cannot find workers with this background.

I support the proposels as submitted and forward to you and the Board of Trustees for consideration.

Appendix 2: Breakdown of Revenue and Expenses by College and Health Information Management

	Academics	1.50000000	Academic Support	THE SECTION	Administrative Support	Total Expenses	Expenses	
	Revenue	Expense	Expense	Expense	Expense	Expense		Per SSCH
Arts & Humanities	\$29,423,430.05	\$9,333,017.56	\$6,359,853.08	\$3,278,414.84	\$2,812,466.41	\$1,240,657.93	-\$23,024,409.82	-\$450.64
Business & Econcomic Development	\$11,818,980.34	\$5,481;132.14	\$2,108,675.63	\$1,289,849.83	\$1,134,820.02	\$762,428.29	-\$10,776,905.91	-\$554.88
Education & Health	\$17,783,315.85	\$7,728,363.78	\$2,669,769.65	\$2,179,235.87	\$1,910,188.50	\$900,514.83	-\$15,388,072.63	-\$589.04
STEM	\$22,307,353.35	\$8,591,625.39	\$5,391,280.53	\$2,432,877.99	\$2,108,421.17	\$1,098,263.42	-\$19,622,468.50	-\$518.21
Health Information Management	\$368,953	\$510,051.52	\$82,351.94	\$51,790.52	\$45,513,64	\$36,714.89	-\$726,422.51	-1,555.51



Request for Program Deletion (CERTIFICATE, DEGREE, OPTION, EMPHASIS, CONCENTRATION, or MINOR)

Department Initiating Proposal	Date
Teaching and Educational Leadership	2-12-25

Title	Signature	Date
Department Head	Pam Dixon	2-14-25
Dean	Tim Carter	2/17/25
Assessment	amanda Baidna	2/18/25
Registrar	Sammysicauce	2/21/25
Graduate College (if appropriate)		
Vice President for Academic Affairs		

Committee	Approval Date
General Education Committee (Undergraduate Proposals Only)	
Teacher Education Committee (Graduate or Undergraduate Proposals)	
Curriculum Committee (Undergraduate Proposals Only)	
Faculty Senate (Undergraduate Proposals Only)	
Graduate Council (Graduate Proposals Only)	

Program Title:	
MED K-12 Literacy	

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 Master in Education in K-12 Literacy
- 2. Degree code 5825
- 3. CIP code 13.1315
- 2. Effective date, term, and academic year

January 1, 2026, Spring, 2025-26

4. Reason for deletion and teach out plan

With only one student expected to graduate in Fall 2025, the program is underutilized, making it less cost-effective to continue offering it at its current level. If enrollment numbers are steadily decreasing, maintaining a program that primarily benefits one student can be seen as inefficient. Also, school districts may no longer compensate teachers for gaining a master's degree which may cause less teachers to enroll.



February 20, 2025

Dr. Bradley, Chair of ATU Graduate Council

Cc: Mrs. Tammy Weaver, Registrar

Cc: Dr. Tracy Cole, Dean School of Business and Economic Development

Cc: Dr. Tim Carter, Dean School of Education and

Dear Dr. Bradley,

The ATU Faculty Senate has heard a report from EVPAA Dr. Santos on a request for consideration of a program elimination of the M.S. degree in Health Informatics and the MEd degree in K-12 Literacy. The ATU Faculty Senate requests your committee meet to discuss this proposal and then forward your committee's response to myself so this information can be shared with the full Faculty Senate body. I would expect that Deans Cole and Carter would forward a program deletion form and associated documentation for your consideration. Your documentation would need to be received by March 4, 2025 for consideration for inclusion on the March Faculty Senate Agenda. Thank you.

Dr. Thomas E. Nupp Chair ATU Faculty Senate From: Dr. Adolfo Santos

Executive VP for Academic Affairs and Provost

To: Members of the Faculty Senate

Date: February 4, 2025

Program Discontinuance

Health Information Management, Health Informatics, and K-12 Literacy

Dear members of the Faculty Senate and relevant governance committees. I am writing to seek your review and recommendation by majority vote to support the discontinuance of three academic programs. Two of the three are graduate programs. None of the programs have tenure-track faculty in place. The three academic programs are the following:

- Bachelor of Science in Health Information Management
- Master of Science in Health Informatics
- Master of Education in K-12 Literacy

I will begin with and explanation for program discontinuance of the two health programs and conclude with the K-12 Literacy program.

Program Discontinuance of the Bachelor of Science in Health Information Management and the Master of Science in Health Informatics.

I present this report for your review and to seek your recommendation by majority vote, to support a statement of program discontinuance of the Bachelor of Science in Health Information Management and the Master of Science in Health Informatics.

In the report, we will briefly describe the history of efforts to increase enrollment in these two programs, along with serious on-going discussions to terminate these programs if enrollment numbers did not improve. Following this brief history, we will present evidence that enrollment and graduation numbers continue on the decline, indicating that future cohorts will continue to decrease in size. We will then present evidence that the cost of these two programs significantly outpace all other academic programs, further straining our ability to continue this program.

A Brief History

Not long after the reorganization of the various colleges, which experienced the move of Health Information Management and the Health Informatics from the College of Science Technology Engineering and Math to the College of Business and Economic Development, then Dean Russell Jones had a serious discussion with the faculty of Health Information Management and Health Informatics. Of particular concern was the cost of the program and the declining enrollment numbers in the two programs.

There were some attempts to improve the BS in Health Information Management. In June of 2023, the Board of Trustees approved a request to take the program online, and the faculty have subsequently worked hard to convert all HIM courses to HyFlex format. While this attempt witnessed a slight increase in the number BS students in the Fall of 2023, the numbers continued to decline the following year.

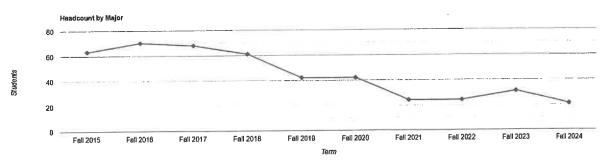
In more recent years, Dean Tracy Cole has expressed similar concerns about the viability of these two programs, raising her concern with the faculty and with the EVPAA & Provost. In attempts to help the undergraduate program, Dean Cole encouraged the faculty to be more flexible with transfer students when possible. HIM Program Director Sara Daniel began working to establish transfer agreements with Arkansas community colleges, but believed that CAHIIM (their accrediting body) restricted their ability to accept transfer courses, especially when a lower-division course would be substituted for a required upper-division course. The faculty therefore arranged a teleconference with CAHIIM representatives and Tammy Weaver to determine the circumstances under which transfer credits could be accepted, and subsequently began working to determine more conducive transfer agreements. The HIM program has since developed a transfer plan that one community college finds acceptable, and has continued working with other institutions toward this goal. Even so, most associate degree programs in this field do not require general education courses, leaving many transfer students with well over 2 more years of coursework to complete the required general education plus at least 40 hours upper-division credits needed for a bachelor's degree.

Continued Decline in Enrollment Numbers

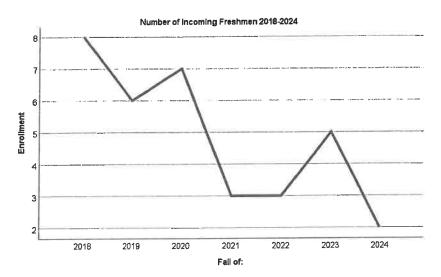
During the last few academic years, the HIM faculty have made consistent efforts to recruit more students by participating in numerous career fairs and other recruitment activities, advertising their program, and networking in their profession. Even so, we have found it challenging to attract a minimum of 10 students in each HIM class. This current semester, 3000 level courses are averaging 8 students, and 4000 level courses are averaging 6. The table below shows the average number of students and the average number of sections in undergraduate program, followed by the average enrollment in the Graduate Program along with the number of sections.

Average UG Class Size Fall 2022-Spring 2025			Average Grad Class Size Fall 2022-Spring 2025			
Semester	Mean Enrollment	Number of Sections	Mean Enrollment	Number of Sections		
Fall 2022	6.9	13	13	2		
Spring 2023	8.6	9	11	3		
Fall 2023	9.3	8	7.5	2		
Spring 2024	6.5	8	9	3		
Fall 2024	6.9	7	2	2		
Spring 2025	7	8				

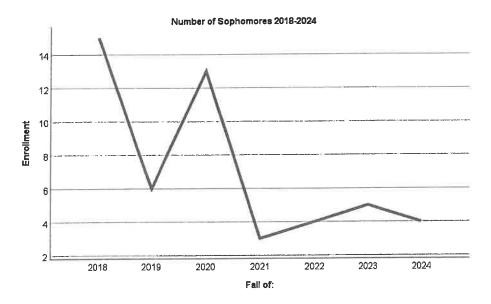
The figure below shows the number of majors in the BS program over time. In Fall 2024, we brought in 2 Freshmen majors. In 2018, we brought in 8.



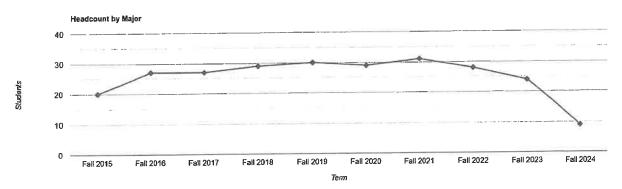
When we control for the incoming freshmen class, however, the number of majors decreases significantly. The figure below shows that this fall semester, we had 2 new freshmen majors.



The number of sophomores over time has also continued to drop. The figure below shows the number of sophomores over time. In the fall of 2024, we only had 4 majors. With such a modest pipeline of freshmen and sophomore students, it is clear that this program is simply not sustainable.



This program currently has an Assistant Professor of Health Information Management, and a Senior Instructor of Health Information Management. We had a third professor, an Assistant Professor of Health Information Management and Informatics. This assistant professor has resigned, which leaves us with no faculty members who are qualified to teach graduate-level Health Informatics courses at this time, and current enrollment cannot support replacement of this faculty position.



The undergraduate program currently has an Assistant Professor of Health Information Management, and a Senior Instructor of Health Information Management. Neither are tenure track positions. We had a third professor who taught in the graduate program – an Assistant Professor of Health Information Management and Informatics. This assistant professor has resigned.

Cost of the Bachelor of Science in Health Information Management

The Bachelor of Science in Health Information Management is the most expensive program at ATU by SSCH. In the Summer of 2024, Ms. Laury Fiorello, VP for Finance and Administration, conducted an analysis of the expenses per semester credit, and reported that the Health Information Management program cost \$1,555.51 per SSCH (for more detail, see Appendix 2). For comparison, below are the average SSCH expenses for each of the colleges and the Health Information Management program.

•	Arts and Humanities	\$450.64
•	Business & Economic Development	\$554.88
•	Education & Health	\$589.04
•	STEM	\$518.21
•	Health Information Management	\$1,555.51

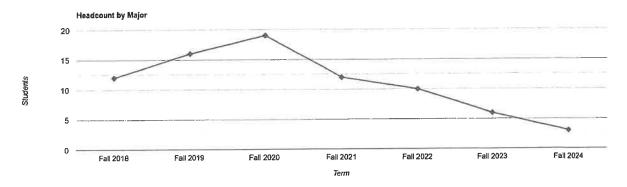
The Health Information Management program is roughly three times more costly than the college averages. This cost is simply not sustainable.

Request of faculty Senate

We seek your support in recommending the closure of the Bachelor of Science in Health Information Management and Master of Science in Health Informatics. These two programs have declining enrollment combined with excessive costs, making the two programs unsustainable.

Program Discontinuance of the Master of Education in K-12 Literacy

The third program I seek your support for discontinuance is the Master of Education in K-12 Literacy. This program has one professor on a terminal contract, which expires in May. In the Fall of 2024, the program only had 3 students. A year earlier, it had 6 students. The graph below shows the number of students in the Master of Education in K-12 Literacy.



In 2022, we graduated 7 students from this program. In 2023, we graduated 3 and in 2024, we graduated 2. Unfortunately, this program does not have a sufficient number of students to remain viable.

Conclusion

While it is never easy to close academic programs, I write to ask for your support to recommend by majority vote, to support the program discontinuance of the Bachelor of Science in Health Information Management, Master of Science in Health Informatics, and the Master of Education in K-12 Literacy.

Appendix 1: Letter of Notification Submitted to the Board of Trustees June 2023

Letter of Notifica A Letter of Notification is required requested. The Letter of Notification are required to the new memoritable for requirements for the new memoritable fo	For programmatic and organizational a with supporting documentation must	changes that do not require prior stroke to submitted to ADME by the establishes to ADME Date to instruction and con-	ALL AND A POST OF THE PARTY OF
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Contact Phone Number:	Contact Email Ad	freis	
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Memorandum

Office of Academic Affairs

O: Dr. Robin E. Bowen President

FROM: Dr. Julie Furst-Bowe Interim Vice President for Academic Affairs

RE: Letters of Notifications for New Program Proposels

DATE: June 1, 2023

Please see below the list of Letters of Notification for new and soluting programs.

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

New Certificate of Proficiency in Digital Content Creation
Program Reconfiguration of Sechalor of Arts in Communication and
Bachelor of Arts in Journalism to Bachelor of Arts in Digital Content
Creation

College of Business & Economic Development - School of Business

Offer Sachelor of Science to Health Information Management on line

College of Science, Technology, Engineering, and Mathematics ~ Department of Engineering and Computing Sciences

June 1, 2023

To: Or. Julie Furst-Bowe, Interim VPAA

ATU ARKANSAS TECH

From: Dean Russell Jones, College of Business and Economic Developmen

Sub: HIM Program

The HIM program at ATU is the only baccalaureate program of its type in the state. There are four associate degree programs in the state, with more students wanting to continue on with Itheir educational journey. Most want to stay with an Arkansan-based program due to finantial needs, The MiM Faulty, have worked very hard to implement Hyfritz over the past year to offer the entire program to others outside of the Russelville area. This is especially helpful now as there is an increased need for workers in the HIM space, with several healthcare facilities reporting that they cannot find workers with this background.

COLLEGE OF BUSINESS

106 West O Street
Rothwell Hall Suite 433
Russellville, AR 7200

€ 479-958-0490 @ 479-356-5211 # www.atu.edu/business

I support the proposals as submitted and forward to you and the Board of Trustees for consideration.

JFB:ee

Attachments
Proposels as submitted
https://www.atu.au/bitmdingcommittees/curriculum/201324CatelogCurriculum/Proposels.php

Appendix 2: Breakdown of Revenue and Expenses by College and Health Information Management

	Acade	mics	Scholarships Expense		Student Support Expense	Administrative Support Expense	Total Expenses	Expenses Per SSCH
	Revenue	Expense						
Arts & Humanities	\$29,423,430.05	\$9,333,017.56	\$6,359,853.08	\$3,278,414.84	\$2,812,466.41	\$1,240,657.93	-\$23,024,409.82	-\$450.64
Business & Econcomic Development	\$11,818,980.34	\$5,481,132.14	\$2,108,675.63	\$1,289,849.83	\$1,134,820.02	\$762,428.29	-\$10,776,905.91	-\$554.88
Education & Health	\$17,783,315.85	\$7,728,363.78	\$2,669,769.65	\$2,179,235.87	\$1,910,188.50	\$900,514.83	-\$15,388,072.63	-\$589.04
STÉM	\$22,307,353.35	\$8,591,625:39	\$5,391,280.53	\$2,432,877.99	\$2,108,421.17	\$1,098,263.42	-\$19,622,468.50	-\$518.21
Health Information Management	\$368,953	\$510,051.52	\$82,351.94	\$51,790.52	\$45,513.64	\$36,714.89	-\$726,422.51	-1,555.51



COSMETIC COURSE CHANGE

Department Initiating Proposal		Date
PACE		1/30/2025
Title	Signature	Date
Department Head Dr. Rene Couture	Rose	2/19/25

OL	4643/5643	
Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)	

2/19/25

Official Catalog Title:

Dean

Dr. Tim Carter

Organizational Globalization and Diversity

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)

Change the course title to: Organizational Culture

Modify course description to:

Prerequisite: Successful completion of the general education English requirement. This course will discuss cultural (racial, gender, ethnic, religious) and global diversity in the workplace and classroom. Topics include cultural self-awareness, the impact of demographic changes and projections, issues in cross/intercultural settings, and theoretical perspectives of multicultural education. Applied strategies from personal, leadership, and management prospective will be explored.

Note: Participation in the course requires access to a computer, the internet, and a webcam or other video capture technology.

Answer the following Assessment questions:

a. If this course is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable. **Not applicable**

b. Explain the rationale for the cosmetic course change. The current title is not an accurate representation of specific content covered in the course. The proposed title will allow students to understand the broader context of workplace culture and dynamics in the development of organizations.

If this course will affect other departments, a Departmental Support Form for each affected department must be attached. The form is located on the Curriculum forms web page at http://www.atu.edu/registrar/curriculum forms.php.