September 24, 2024 Curriculum Committee/October 8, 2024 Faculty Senate

College of Arts and Humanities
Department of Behavioral Sciences

1. Add the Accelerated BA Criminal Justice and Criminology to MS Emergency Management and Homeland Security;
2. Add the Accelerated BA Psychology to MS Emergency Management and Homeland Security;
3. Add the Accelerated BA Psychology to MA Organizational Leadership and Learning;
4. Add the Accelerated BA Sociology to MS Emergency Management and Homeland Security; and
5. Add the Accelerated BA Sociology to MA Organizational Leadership and Learning.

College of Arts and Humanities
Department of Communication and Media Studies

1. Delete COMM 2023: Communication Research and Writing, from the course descriptions;
2. Delete the following courses from the course descriptions: JOUR 2153: Introduction to Telecommunication, and JOUR 4113: History of American Journalism;
3. Modify the Prerequisite for COMM 4003: Human Communication Theory, FROM: Prerequisite: COMM 1003: Introduction to Communication, COMM 2003: Public Speaking, and COMM 2023: Communication Research and Writing, or consent of instructor, TO: Prerequisite: strongly recommend COMM 1003: Introduction to Communication, COMM 2003: Public Speaking; and modify the course description;
4. Change the title for COMM 4053: Speech Communication Seminar, TO: Communication Seminar;
5. Change the title for COMM 4173: Internship in Speech Communication, TO: Internship in Communication; and allow variable credit creating COMM 4171, 4172, 4173, and 4174;
6. Change the title for COMM 4951-4: Undergraduate Research in Communications, TO: Undergraduate Research in Communication, and COMM 4991-4: Special Problems in Communications, TO: Special Problems in Communication;
7. Modify the Prerequisite for JOUR 3714: Copy Editing, FROM: Prerequisite: JOUR 2143: Media Writing, and JOUR 3143: News Reporting, TO: Prerequisite: JOUR 3143: News Reporting;
8. Change the title for the following courses, TO: Performance Production Practicum: TH 2611: Practicum in Costume and Makeup, TH 2621: Practicum in Costume and Makeup, TH 3711: Practicum in Stage Management, TH 3721: Practicum in Stage Management, TH 4711: Practicum in Stage Management, TH 4721: Practicum in Stage Management; and delete the following courses from the course descriptions: TH 2511: Practicum in Set Construction and Lighting, TH 2521: Practicum in Set Construction and Lighting, TH 2711: Acting Practicum, TH 2721: Acting Practicum, TH 3731: Practicum in Acting, TH 3741: Practicum in Acting, TH 3811: Directing Practicum, TH 3821: Directing Practicum, TH 4511: Practicum in Set Construction and Lighting, TH 4521: Practicum in Set Construction and Lighting, TH 4611: Practicum in Costume and Makeup, TH 4621: Practicum in Costume and Makeup, TH 4731: Practicum in Acting, TH 4741: Practicum in Acting, TH 4821: Practicum in Directing, and TH 4831: Practicum in Directing ;
9. Modify the Curriculum in Bachelor of Arts in Digital Content Creation;

10. Modify the Curriculum in Certificate of Proficiency in Print Journalism;
11. Modify the Minor in Journalism;
12. Change the title for the Minor in Speech Communication, TO: Communication; and
13. Modify the Minor in Social Media;

College of Arts and Humanities
Department of History and Political Science

1. Modify the Curriculum in Bachelor of Arts in History.

College of Arts and Humanities
Department of Music

1. Remove the Note: Offered: Spring, from MUS 1191: Vocal Diction;
2. Modify the Prerequisite for MUS 1431: Class Piano III, FROM: Prerequisite: Pass MUS 1421: Class Piano II, with a "C" or better, TO: Prerequisite: Pass MUS 1421: Class Piano II, with a "C" or better, and music majors only;
3. Modify the Prerequisite for MUS 1441: Class Piano IV, FROM: Prerequisite: Pass MUS 1431: Class Piano III, with a "C" or better, Prerequisite: Pass MUS 1431: Class Piano III, with a "C" or better, and music majors only;
4. Remove the Note: Offered: Fall, from MUS 2191: Vocal Diction II;
5. Modify the Prerequisite for MUS 2703: Music Technology, FROM: Prerequisite: Music major with junior standing, TO: Prerequisite: music major only;
6. Modify the Prerequisite for the following applied music courses, FROM: Prerequisite: Passage of sophomore barrier, TO: Prerequisite: Passage of MUS 2000: Applied Competency:

    MUS 3001: Applied Music - Trumpet
    MUS 3002: Applied Music - Trumpet
    MUS 3003: Applied Music – Trumpet
    MUS 3011: Applied Music - French Horn
    MUS 3012: Applied Music - French Horn
    MUS 3013: Applied Music - French Horn
    MUS 3021: Applied Music – Trombone
    MUS 3022: Applied Music - Trombone
    MUS 3023: Applied Music - Trombone
    MUS 3031: Applied Music – Euphonium
    MUS 3032: Applied Music - Euphonium
    MUS 3033: Applied Music - Euphonium
    MUS 3041: Applied Music – Tuba
    MUS 3042: Applied Music - Tuba
    MUS 3043: Applied Music - Tuba
    MUS 3051: Applied Music - Clarinet
    MUS 3052: Applied Music - Clarinet
    MUS 3053: Applied Music - Clarinet
    MUS 3061: Applied Music - Oboe

MUS 3062: Applied Music - Oboe
MUS 3063: Applied Music - Oboe
MUS 3071: Applied Music – Flute
MUS 3072: Applied Music - Flute
MUS 3073: Applied Music - Flute
MUS 3081: Applied Music - Saxophone
MUS 3082: Applied Music - Saxophone
MUS 3083: Applied Music – Saxophone
MUS 3091: Applied Music - Bassoon
MUS 3092: Applied Music - Bassoon
MUS 3093: Applied Music – Bassoon
MUS 3141: Applied Music - Percussion
MUS 3142: Applied Music - Percussion
MUS 3143: Applied Music - Percussion
MUS 3201: Applied Music - Piano
MUS 3202: Applied Music - Piano
MUS 3203: Applied Music - Piano
MUS 3221: Applied Music - Organ
MUS 3222: Applied Music - Organ
MUS 3231: Applied Music - Voice
MUS 3232: Applied Music – Voice

7. Remove the Note: Offered: Fall, from MUS 3421: Woodwind Instruments, Double Reeds;
8. Remove the Note: Offered: Spring, from MUS 3431: Woodwind Instruments, Single Reeds;
9. Modify the Prerequisite for MUS 3442: Piano Pedagogy, FROM: Prerequisite: Passage of sophomore barrier, TO: Prerequisite: Passage of MUS 2000: Applied Competency;
10. Remove the Note: Offered: Fall, from MUS 3481: Stringed Instruments;
11. Remove the Note: Offered: Spring, from MUS 3762: Instrumental and Choral Arranging;
12. Remove the Note: Offered: Spring, from MUS 4832: Vocal Pedagogy;
13. Modify the Curriculum in Bachelor of Arts in Music;
14. Modify the Curriculum in Bachelor of Music Arts in Music Arts;
15. Modify the Curriculum in Bachelor of Music Education in Music Education for Teacher Licensure Instrumental Music Option;
16. Modify the Curriculum in Bachelor of Music Education in Music Education for Teacher Licensure Keyboard Instrumental Music Option;
17. Modify the Curriculum in Bachelor of Music Education in Music Education for Teacher Licensure Keyboard Vocal Music Option; and
18. Modify the Curriculum in Bachelor of Music Education in Music Education for Teacher Licensure Vocal Music Option.

College of Education and Health
School of Professional and Community Education

Emergency Management and Homeland Security

1. Add EAM 2003: Introduction to Homeland Security;
2. Add EAM 3323: Emergency Management Exercise Design and Evaluation;
3. Add EAM 4193: Crisis Communication;
4. Add EAM 4203: Externship;
5. Change title for EAM 1013: Aim and Scope of Emergency Management, to Introduction to Emergency Management;
6. Delete the Prerequisite ENGL 1013: Composition I, from EAM 2413: UAVs in Emergency Management;
7. Change the course number for EAM 4106: Internship/Practicum to EAM 4503-6, and change the title to Internship, and modify the course description;
8. Change the course number for EAM 4606: Capstone, to EAM 4603;
9. Modify the Bachelor of Science in Emergency Management and Homeland Security;
10. Add the Accelerated BS Emergency Management and Homeland Security to MA Organizational Leadership and Learning;
11. Modify the Certificate of Proficiency in Global Security; and
12. Delete the minor in Emergency Management;

Organizational Studies

1. Change the title for OL 4043: Ethical Leadership, TO: Ethical Decision-Making and Development, and modify the course description;
2. Modify the Bachelor of Arts in Organizational Leadership - Agriculture Business Concentration, Child Development Concentration, Criminal Justice Concentration, Emergency Management Concentration, Inter-College Concentration, Military Leadership Concentration, Psychology Concentration, and Public Relations Concentration;
3. Add the Accelerated BA Organizational Leadership Inter-College Option to MS Emergency Management and Homeland Security; and
4. Modify the Certificate of Proficiency in Nonprofit Leadership;

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

1. Change the title for ELEG 1011: Introduction to Electrical Engineering, TO: Introduction to Electrical and Computer Engineering, and modify the prerequisites, FROM: Prerequisite: Math ACTE score of 24 or higher, or a grade of C or higher in MATH 1113: College Algebra, or MATH 1914: Precalculus, or MATH 1203: Plane Trigonometry, or consent of the instructor, TO: Co-requisites: MATH 1203: Plane Trigonometry, and MATH 1914: Precalculus;
2. Modify the prerequisite for MCEG 1011: Introduction to Mechanical Engineering, FROM: Prerequisite: Math ACTE score of 24 or higher, or grade of C or higher in MATH 1113: College Algebra, MATH 1914: Precalculus, or MATH 1203: Plan Trigonometry, or consent of instructor,

TO: Co-requisites: MATH 1203: Plane Trigonometry, and MATH 1914: Precalculus or a higher-level mathematics course; and

3. Modify the Associate of Applied Science in Information Technology.

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Emergency Management, Professional Studies, and Student Affairs Administration	3/7/24

Title	Signature	Date
Department Head Dr. Rene Couture	Rene Couture	3/7/24
Dean Dr. Tim Carter	Tim Carter	3/26/24
Assessment Dr. Christine Austin		3/27/24
Registrar Ms. Tammy Weaver	Tammy Weaver	8/6/24
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
Accelerated BA Criminal Justice to MS Emergency Management and Homeland Security

Outline change in program: Accelerated BA Criminal Justice to MS Emergency Management and Homeland Security

This change would allow Criminal Justice majors to complete a Master's degree in EMHS in accelerated fashion.

Students would substitute up to 12 cr. hours of graduate level Emergency Management and Homeland Security courses (EMHS 6063, EMHS 6103, EMHS 6093, and an EMHS 3 hr. elective) for an equivalent number of upper division electives in fall and spring semesters of the senior year.

The admission criteria include completing 90 hours toward the Bachelor's degree with an earned GPA of 3.0 or higher at the time of application to the program. If a student is enrolled in one of these courses at the time of application, the student may be conditionally admitted until grades are submitted for that semester. If a B or better was earned, they may begin the program. If not, their admission will be deferred until the required grade is obtained.

Applications must be submitted to the EMHS Graduate Program Director no later than October 15 or March 15 of the semester prior to beginning the program

Graduate Core courses – 9 hours total.
EMHS 6063: Principles of Emergency Management
EMHS 6103: Research Design & Methods
EMHS 6093: Principles of Homeland Security

Electives – 3 hours total.
Electives to choose from:
EMHS 5003: Principles of Disaster Relief and Recovery
EMHS 6073: Terrorism and Counterterrorism
EMHS 6243: Intelligence in Emergency Management and Homeland Security
EMHS 6253: Information Security for Public Managers
EMHS 6033: Leadership and Management
EMHS 6513: Technology for Comprehensive Emergency Management
EMHS 6133: Ethical, Legal, Political Considerations in Emergency Management and Homeland Security
Any other approved EMHS Elective Course

What impact will the change have on staffing, on other programs and space allocation?
It should have no impact on other programs other than potentially decreasing enrollment in upper division elective courses.

Answer the following Assessment questions:

a. How does the program change align with the university mission?

   The university's mission includes "student success, access, and excellence" which this program change directly addresses by encouraging high-achieving undergraduate students to continue their pursuit of academic excellence with taking accessible emergency management and homeland security graduate courses that will encourage their success. Also, providing a more economical (& accessible) path for an EMHS Master's degree serves for the benefit of "Arkansas, the nation, and the world." This will also allow the EMHS program to become stackable with other university degrees, provide for progressive intellectual development, and provide another employment option for the students.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.

Not Applicable.

c. What is the rationale for this program change?

1. How will the program change impact learning for students enrolled in this program?

Students will have to adjust to graduate-level work more quickly than they might otherwise. However, only those students who meet the admission criteria will be accepted into the accelerated program. This should lead to students having an adequate level of preparation.

2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.

There will be no change to the graduate program so the assessment plan will remain the same. This change only allows students to streamline and accelerate entry into a graduate degree during the senior year of their undergraduate degree.

b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.

ATU is beginning accelerated programs. This would be an accelerated program providing streamlined entry into a graduate EMHS degree. This is a natural pairing since many criminal justice bachelor's students find the EMHS masters to be a good fit to their undergraduate education.

c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

The assessment plan would not change. Please see the assessment documents provided in pages 6-8.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in BA Criminal Justice	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: Delete: Total Hours:
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: Delete: Total Hours:
Senior Fall Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of Criminal Justice Electives or Electives: Students in the accelerated program will substitute EMHS 6063 Principles of Emergency Management and/or approved EMHS Electives. Delete: Total Hours: 15	Senior Spring Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of Electives: Students in the accelerated program will substitute EMHS 6093 Principles of Homeland Security and/or EMHS 6103 Research Design and Methods and/or approved EMHS Electives Delete: Total Hours: 15

Course	Learning Objective	Competency	Assessment Measure
EMHS 6063 Principles of Emergency Management	Apply appropriate theories, concepts, policies, and emergency management measures to multiple emergency and disaster context.	Sociocultural Literacy (I) (R) Leadership (I) Operates in the EM Framework/Principles/Body of Knowledge (I)	Exam Reflection Assignment Written Assignment
	Differentiate and interpret emergency management policies, the types of hazards that threaten the United States, and the measures to mitigate, prepare, respond, and recover from such hazards.	Systems Literacy (I)	Written Assignment
	Distinguish among the many organizations and communities involved in the multiple aspects of emergency management.	Introduce Community Engagement (I)	Case Study
	Examine the future challenges and opportunities pertaining to the emergency management field	Introduce Disaster Risk Management (I)	Written Assignment

Course	Learning Objective	Competency	Assessment Measure
EMHS 6093 Principles of Homeland Security	Evaluate the creation of the Department of Homeland Security	Operates within EM framework (I/R)	Written Assignment
	Analyze the various elements of the definitions of terrorism	Disaster Risk Management (R)	Case Study
	Explain the historical rise of domestic and international global terrorism	Geographical Literacy (I)	Written Assignment
	Critique the governmental homeland security structures	Governance & Civic (I)	Written Assignment
	Apply ethical knowledge to border security, immigration and customs enforcement	Abide by Professional Ethics (R)	Case Study
	Assess the nation's cybersecurity and critical infrastructure protection	Assess the nation's cybersecurity and critical infrastructure protection (I/R)	Written Assignment

Course	Learning Objective	Competency	Assessment Measure
EMHS 6103 Research Methods and Design	Apply the systematic process of scientific research to a personal research project	Disaster/ Risk Management (R)	Final Paper
	Analyze and evaluate quality peer-reviewed research articles. Differentiate scientific research from other forms of publications	Scientific Literacy (I/R)	Article Critique Assignment
	Identify a research topic area and develop a feasible research question	Operates within the EM framework, principles, and body of knowledge (R)	Research Question/ Introduction Assignment
	Analyze and evaluate quality peer-reviewed research articles. Differentiate scientific research from other forms of publications	Possess Critical Thinking. (I)	Article Critique Assignment
	Apply research ethics to research process and the use of human subjects	Abide by Professional Ethics (I)	CITI Training
	Demonstrate graduate collegiate writing skills and apply APA 7 formatting to all written work with appropriate in-text citations, empirical support, and no plagiarism	Continual Learning (I)	Final Paper

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected:	This department supports the change.
Behavioral Sciences	
Comments: "Accelerated BAs in CJ, PSY, SOC to MS Emergency Management and Homeland Security"	

Department Head Signature: _____

Date: 2/22/24

CRIMINAL JUSTICE & CRIMINOLOGY, BACHELOR OF ARTS

Dr. David Ward, Department Head
Witherspoon Hall, Room 348
(479) 968-0305
dward@atu.edu

The curriculum in Criminal Justice and Criminology is designed to prepare students for occupations in a wide variety of industries. This includes policing, security, corrections, social services, and transportation security. The requirements are innovative and designed to meet policing needs in the 21st century. These include a Spanish language requirement, a Geographic Information Systems (GIS) option, and a curriculum that encourages a second minor or major in diverse and impactful areas, including Cybersecurity and Emergency Management. The program affords a transition opportunity for students who have completed an Applied Associate of Science in Law Enforcement Certification or Associate's Degree in Criminal Justice. It gives a strong base for graduate study in law, criminal justice, or criminology. Also, completion of the program provides a foundation for the Behavioral Sciences' Master's Degree in Applied Sociology, which has an emphasis in criminal justice studies.

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	
POLS 2003	American Government	3	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
Elective [2,3]		6	
	Hours	**16**	
Spring			
CJ/SOC 2003	Introduction to Criminal Justice	3	
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective [2,3]		3	
	Hours	**16**	
Sophomore			
Fall			
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SPAN 1013	Beginning Spanish I	3	
Elective [2,3]		3	
	Hours	**13**	
Spring			
Select one of the following:		3	
EAM 4033	Emergency Management Research and Grants		
POLS 2513	Research Design		
PSY/SOC 2063	Research Design for the Behavioral Sciences		
PSY/SOC 2053 or GEOG 2833	Statistics for the Behavioral Sciences or Introduction to Geographic Information Systems	3	
Elective [2,3]		9	
	Hours	**15**	

Junior			
Fall			
CJ/SOC 2033	Social Problems	3	
Criminal Justice Policing (3000-4000 level) [4]		3	
SOC 1003	Introductory Sociology	3	
Elective [2,3]		6	
	Hours	**15**	
Spring			
ANTH 1213/2003	Introduction to Anthropology	3	
CJ/SOC 2043	Crime and Delinquency	3	
Criminal Justice Courts (3000-4000 level) [4]		3	
Elective [2,3]		6	
	Hours	**15**	
Senior			
Fall			
Criminal Justice Elective (3000-4000 level) [5]		6	
Criminal Justice Society (3000-4000 level) [4]		3	
Elective [2,3,5,6]		6	
	Hours	**15**	
Spring			
Criminal Justice Elective (3000-4000 level) [5]		6	
Elective [2,3,5,6]		9	
	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 a minor, an associate's degree or a second degree in one of the following: Sociology, Cybersecurity, Emergency Management, Political Science, Psychology, Pre-Law, Cybersecurity, or Law Enforcement.

3 At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

4 **Policing Elective:** CJ 3103 The Juvenile Justice System/SOC 3103 The Juvenile Justice System, CJ 3153 Prison and Corrections/SOC 3153 Prison and Corrections or CJ 4033 Policing and Society/SOC 4033 Policing and Society;
Courts Elective: CJ 3023 Judicial Process/POLS 3023 Judicial Process or CJ 4023 Law and the Legal System;
Society Elective: CJ 3083 Social Deviance/SOC 3083 Social Deviance, SOC 4003 Minority Relations, SOC 4023 Sociology of Gender, or SOC 4063 Social Stratification.

5 This program partners the Bachelor of Arts (BA) Criminal Justice and Criminology undergraduate degree with the Master of Science (MS) in Higher Education and Student Affairs. Students in this accelerated program can substitute SAA 6023 Introduction to Student Affairs Administration, SAA 6033 Student Development Theory, SAA 6043 College Students and Diversity and/or SAA 6073 Counseling Theories and Helping Skills for up to 12 hours of 3000-4000 level criminal justice electives or electives.

Learning Outcomes

Students who complete the program will demonstrate:

- knowledge of criminological theories, qualitative research methods, and institutional practices used in the criminal justice profession.
- knowledge of crime and the criminal justice system as it relates to broader social and institutional patterns in society by drawing on and integrating sociological and psychological theories.
- an awareness of and ability to follow ethical guidelines and communicate in a manner that is both professional and recognizes diverse perspectives.
- the ability to work collaboratively on class projects or on community based projects focused on social issues related to criminal justice.

6 Accelerated BA Criminal Justice and MS Emergency Management and Homeland Security

DEGREE AUDIT CHECK LIST
(BA-CJC) Criminal Justice and Criminology

~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		0
SOC SCI		3
SOC SCI		0
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		0
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		24
Electives Acccelerated MS EMHS		
EMHS 6063 6103 6093		
EMHS Elective 3 hrs		
TOTAL ELECTIVE HOURS (19UD)		48

Major Requirements		Hrs
CJ/SOC	2003 2033 2043	9
CJ Elective	12 UD HRS	12
CJ Policing	CJ/SOC 3103 3153 4033	3
CJ Courts	CJ/POLS 3023 CJ 4023	3
CJ Society	CJ/SOC 3083 SOC 4003 4023 4063	3
ANTH	1213** or 2003**	3
POLS	2003**	3
SOC	1003**	3
	~(SOC/PSY 2053, BUAD 2053, or STAT 2163) or GEOG 2833	3
	SOC/PSY 2063 EAM 4033 or POLS 2513	3
SPAN	1013**	3
MUST COMPLETE MINOR OR 2ND DEGREE		
	TOTAL MAJOR HOURS	48
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-CJC) Criminal Justice and Criminology to (MS-EMHS) Emergency Management & Homeland Security

2025-26

Date	
Grade Point	**Graduation Date**

Student's Name	
T#	

General Education Requirements		**Hrs**
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		0
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**27**
Electives		
12 hours maximum of GR for UG		
EMHS 6063 6103 6093		
EMHS Elective 3 hours		
TOTAL ELECTIVE HOURS		**45**

Major Requirements		**Hrs**
CJ/SOC	2003 2033 2043	9
CJ Elective	12 UD HRS	12
CJ Policing	CJ/SOC 3103 3153 4033	3
CJ Courts	CJ/POLS 3023 CJ 4023	3
CJ Society	CJ/SOC 3083 SOC 4003 4023 4063	3
ANTH	1213 or 2003	3
POLS	2003**	3
SOC	1003**	3
	~(SOC/PSY 2053, BUAD 2053, or STAT 2163) or GEOG 2833	3
	SOC/PSY 2063 EAM 4033 or POLS 2513	3
SPAN	1013**	3
MUST COMPLETE MINOR OR 2ND DEGREE		
	TOTAL MAJOR HOURS	**48**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Emergency Management, Professional Studies, and Student Affairs Administration	3-7-24

Title	Signature	Date
Department Head Dr. Rene Couture	Rene Couture	3-7-24
Dean Dr. Tim Carter	Tim Carter	3/26/24
Assessment Dr. Christine Austin	Christine Austin	3/27/24
Registrar Ms. Tammy Weaver	Tammy Weaver	8/6/24
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
Accelerated BA Psychology to MS Emergency Management and Homeland Security

Outline change in program: Accelerated BA Psychology to MS Emergency Management and Homeland Security

This change would allow Psychology majors to complete a Master's degree in EMHS in accelerated fashion.

Students would substitute up to 12 cr. hours of graduate level Emergency Management and Homeland Security courses (EMHS 6063, EMHS 6103, and two EMHS 3 hr. electives) for an equivalent number of upper division electives in fall and spring semesters of the senior year.

The admission criteria include completing 90 hours toward the Bachelor's degree with an earned GPA of 3.0 or higher at the time of application to the program. If a student is enrolled in one of these courses at the time of application, the student may be conditionally admitted until grades are submitted for that semester. If a B or better was earned, they may begin the program. If not, their admission will be deferred until the required grade is obtained.

Applications must be submitted to the EMHS Graduate Program Director no later than October 15 or March 15 of the semester prior to beginning the program

Graduate Core courses – 6 hours total.
EMHS 6063: Principles of Emergency Management
EMHS 6103: Research Design & Methods

Electives – 6 hours total.
Electives to choose from:
EMHS 5003: Principles of Disaster Relief and Recovery
EMHS 6143: Social Vulnerability
EMHS 6073: Terrorism and Counterterrorism
EMHS 6243: Intelligence in Emergency Management and Homeland Security
EMHS 6253: Information Security for Public Managers
EMHS 6033: Leadership and Management
EMHS 6513: Technology for Comprehensive Emergency Management
EMHS 6133: Ethical, Legal, Political Considerations in Emergency Management and Homeland Security
Any other approved EMHS Elective Course

What impact will the change have on staffing, on other programs and space allocation?
It should have no impact on other programs other than potentially decreasing enrollment in upper division elective courses.

Answer the following Assessment questions:

a. How does the program change align with the university mission?

   The university's mission includes "student success, access, and excellence" which this program change directly addresses by encouraging high-achieving undergraduate students to continue their pursuit of academic excellence with taking accessible emergency management and homeland security graduate courses that will encourage their success. Also, providing a more economical (& accessible) path for an EMHS Master's degree serves for the benefit of "Arkansas, the nation, and the world." This will also allow the EMHS program to become stackable with other university degrees, provide for progressive intellectual development, and provide another employment option for the students.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.

Not Applicable.

c. What is the rationale for this program change?

1. How will the program change impact learning for students enrolled in this program?

Students will have to adjust to graduate-level work more quickly than they might otherwise. However, only those students who meet the admission criteria will be accepted into the accelerated program. This should lead to students having an adequate level of preparation.

2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.

There will be no change to the graduate program so the assessment plan will remain the same. This change only allows students to streamline and accelerate entry into a graduate degree during the senior year of their undergraduate degree.

b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.

ATU is beginning accelerated programs. This would be an accelerated program providing streamlined entry into a graduate EMHS degree. This is a natural pairing since many psychology bachelor's students find the EMHS masters to be a good fit to their undergraduate education.

c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

The assessment plan would not change. Please see the assessment documents provided in pages 6 and 7.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in BA Psychology	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: Delete: Total Hours:
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: Delete: Total Hours:
Senior Fall Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of Psychology Electives or Electives: Students in the accelerated program will substitute EMHS 6063 Principles of Emergency Management and/or approved EMHS Electives. Delete: Total Hours: 15	Senior Spring Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of Electives: Students in the accelerated program will substitute EMHS 6103 Research Design and Methods and/or approved EMHS Electives Delete: Total Hours: 15

Course	Learning Objective	Competency	Assessment Measure
EMHS 6063 Principles of Emergency Management	Apply appropriate theories, concepts, policies, and emergency management measures to multiple emergency and disaster context.	Sociocultural Literacy (I) (R) Leadership (I) Operates in the EM Framework/Principles/Body of Knowledge (I)	Exam Reflection Assignment Written Assignment
	Differentiate and interpret emergency management policies, the types of hazards that threaten the United States, and the measures to mitigate, prepare, respond, and recover from such hazards.	Systems Literacy (I)	Written Assignment
	Distinguish among the many organizations and communities involved in the multiple aspects of emergency management.	Introduce Community Engagement (I)	Case Study
	Examine the future challenges and opportunities pertaining to the emergency management field	Introduce Disaster Risk Management (I)	Written Assignment

Course	Learning Objective	Competency	Assessment Measure
EMHS 6103 Research Methods and Design	Apply the systematic process of scientific research to a personal research project	Disaster/ Risk Management (R)	Final Paper
	Analyze and evaluate quality peer-reviewed research articles. Differentiate scientific research from other forms of publications	Scientific Literacy (I/R)	Article Critique Assignment
	Identify a research topic area and develop a feasible research question	Operates within the EM framework, principles, and body of knowledge (R)	Research Question/ Introduction Assignment
	Analyze and evaluate quality peer-reviewed research articles. Differentiate scientific research from other forms of publications	Possess Critical Thinking. (I)	Article Critique Assignment
	Apply research ethics to research process and the use of human subjects	Abide by Professional Ethics (I)	CITI Training
	Demonstrate graduate collegiate writing skills and apply APA 7 formatting to all written work with appropriate in-text citations, empirical support, and no plagiarism	Continual Learning (I)	Final Paper

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected:	This department supports the change.
Behavioral Sciences	
Comments: "Accelerated BAs in CJ, PSY, SOC to MS Emergency Management and Homeland Security"	

Department Head Signature: _____

Date: 2/22/24

PSYCHOLOGY, BACHELOR OF ARTS

Dr. David Ward, Department Head
Witherspoon Hall, Room 348
(479) 968-0305
dward@atu.edu

The Psychology curriculum is designed to

1. prepare students for advanced study in psychology;
2. support, through electives, programs of study in other disciplines;
3. give a basis for entry into the job market;
4. arouse the curiosity of all students regarding human behavior;
5. provide opportunities for experiences outside the classroom by way of field programs and practical experiences.

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	
MATH XXXX	Mathematics [1]	3	
TECH 1001	Orientation to the University	1	
USHG 1XXX	U.S. History and Government [1]	3	
Elective [2,3]		6	
	Hours	**16**	
Spring			
ENGL 1023	Composition II [1]	3	
PSY 2003	General Psychology [4]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective [2,3]		6	
	Hours	**16**	
Sophomore			
Fall			
FAH 1XXX	Fine Arts and Humanities Courses [1]	6	
PSY/SOC 2053	Statistics for the Behavioral Sciences [4]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
	Hours	**13**	
Spring			
Psychology Topical Core [5]		3	
PSY/SOC 2063	Research Design for the Behavioral Sciences [4]	3	
PSY 3191	Careers in Psychology [4]	1	
Elective [2,3]		8	
	Hours	**15**	
Junior			
Fall			
SOC 1003	Introductory Sociology	3	
Psychology Topical Core [5]		6	

Elective [2,3]		6
	Hours	**15**
Spring		
ANTH 1213 or ANTH 2003	Introduction to Anthropology or Cultural Anthropology	3
Psychology Topical Core [5]		6
Elective [2,3]		6
	Hours	**15**
Senior		
Fall		
Psychology Elective (3000-4000 level) [6]		6
Elective [2,3,6,7,8]		9
	Hours	**15**
Spring		
Select one of the following Capstone Courses:		3
PSY 4003	Capstone: Advanced Research Method and Lab for Psychology [4,6]	
PSY 4103	Capstone: Advanced Psychological Science	
PSY 4203	Capstone: Psychology in the Community	
Elective [2,3,6,7,8]		12
	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 a minor, an associate's degree or a second degree.

3 At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

4 Psychology majors must earn a grade of 'C' or higher.

5 **Take 15 hours from the below Topical Core courses:**
PSY 3003 Abnormal Psychology or PSY 3153 Personality Psychology;
PSY 3053 Behavioral Neuroscience or PSY 4053 Sensation and Perception;
PSY 3063 Developmental Psychology: Childhood or PSY 3183 Development Psychology: Adolescence;
PSY 3073 Psychology of Learning or PSY 4073 Cognitive Psychology;
PSY 3123 Evolutionary Psychology or PSY 4043 Social Psychology/SOC 4043 Social Psychology.

6 This program partners the Bachelor of Arts (BA) in Psychology undergraduate degree with the Master of Science (MS) in Higher Education and Student Affairs. Students in this accelerated program can substitute up to 12 hours of student affairs administration courses from the following: SAA 6113 Research Design and Analysis for PSY 4003 Capstone: Advanced Research Method and Lab for Psychology; and/or SAA 6023 Introduction to Student Affairs Administration and/or SAA 6033 Student Development Theory for electives; and/or SAA 6043 College Students and Diversity and/or SAA 6073 Counseling Theories and Helping Skills for 3000-4000 level psychology electives.

Learning Outcomes

Students who complete the program:

- Students will express interest in and increase participation in professional presentation and research symposiums.
- Psychology students will increase interest in seeking acceptance into graduate programs.
- Psychology students should demonstrate oral and written communication skills at an acceptable level.

7 Accelerated BA Psychology and MS Emergency management and Homeland Security

8 Accelerated BA Psychology and MS Organizational Leadership and Learning

DEGREE AUDIT CHECK LIST
(BA-PSY) Psychology
~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		3
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		27
Electives		
Accelerated MS EMHS		
EMHS 6063 6103 and		
EMHS Elective 6 hours		
TOTAL ELECTIVE HOURS		53

Major Requirements		Hrs
*PSY	2003**	3
*PSY/SOC	~(2053, BUAD 2053, or STAT 2163) 2063	6
PSY	3191	1
*PSY	4003 or 4103 or 4203	3
PSY	15 HRS FROM (Topical Core): (3053 or 4053) (3073 or 4073) (3003 or 3153) (3063 or 3183) (PSY/SOC 4043 or PSY 3123)	15
PSY ELEC	6 HRS UD	6
*MUST EARN C OR BETTER		
ANTH	1213 OR 2003**	3
SOC	1003**	3
**Must declare a minor or 2nd degree		
	TOTAL MAJOR HOURS	40
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

** Satisfying Gen Ed
♦ Satisfying Institutional Requirement
C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-PSY) Psychology to (MS-EMHS) Emergency Management & Homeland Security

2025-26

Date	
Grade Point	**Graduation Date**

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		3
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**27**
Electives		
12 hours maximum GR for UG		
EMHS 6013 6103		
EMHS Elective 6 hours		
TOTAL ELECTIVE HOURS		**53**

Major Requirements		Hrs
*PSY	2003**	3
*PSY/SOC	~(2053, BUAD 2053, or STAT 2163) 2063	6
PSY	3191	1
*PSY	4003 or 4103 or 4203	3
PSY	15 HRS FROM (Topical Core): (3053 or 4053) (3073 or 4073) (3003 or 3153) (3063 or 3183) (PSY/SOC 4043 or PSY 3123)	15
PSY ELEC	6 HRS UD	6
***MUST EARN C OR BETTER**		
ANTH	1213 OR 2003**	3
SOC	1003**	3
****Must declare a minor or 2nd degree**		
	TOTAL MAJOR HOURS	**40**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
PACE	6/15/24

Title	Signature	Date
Department Head Dr. Rene Couture	Rene Couture	6/11/24
Dean Dr. Tim Carter	Tim Carter	6/13/24
Assessment Dr. Christine Austin	Christine Austin	6.18.24
Registrar Ms. Tammy Weaver	Tammy Weaver	6/28/24
Graduate College (if appropriate) ~~Dr. Sarah Gordon~~		
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
Accelerated BA in Psychology to MA in Organizational ~~Development~~ Leadership and Learning

Outline change in program:

- This program partners with the BA in Psychology and allows Psychology majors to complete MA in Organizational Development and Learning in an accelerated fashion.
- A maximum of 12 graduate level credit hours can be double counted towards the BA in Psychology and the MAODL.
- Twelve credit hours from the following graduate courses can be used to replace 12 hours of upper-division undergraduate elective coursework to fulfill requirements for the BA in Psychology:
    a. Graduate Core Courses (6 hours total)
        i. OL 5043 Ethical Leadership
        ii. OL 5643 Organizational Globalization and Diversity
        iii. OL 6043 Leading Organizational Change
        iv. OL 6143 Consultation, Coaching, and Leadership Development
        v. EMHS 6103 Research Design and Methods

    b. Graduate Electives to choose from (6 hours total)
        i. OL 5143 Nonprofit Governance
        ii. OL 5343 Community Development

- Students will take no more than six hours of graduate courses per semester.
- Students may apply in their junior year for admission into the Accelerated Bachelor's Plus OL Master's Degree program. The student must complete a minimum of 90 credit hours towards the BA in Psychology and have earned a minimum grade point average of 3.0 or better in those undergraduate courses to be eligible for admission into the Accelerated Bachelor's Plus OL Master's Degree program.
- A course used toward an undergraduate degree cannot be counted or used later for graduate credit except in the case of enrollment in an approved accelerated master's program.
- Only courses with grades of B or better will be eligible to count toward graduate credit.
- The curriculum will follow the existing curriculum in the undergraduate and graduate degree programs comprising the Accelerated Bachelor's Plus OL Master's Degree program.
- All other general requirements for the Bachelor's and Master's degree programs that comprise the Accelerated Bachelor's Plus OL Master's Degree program apply and must be satisfied.
- Upon completion of the BA in PSY degree requirements, students will be accepted into the Graduate College at a status consistent with the Graduate College and individual program guidelines. Students must meet all the graduate requirements for dual credit courses to receive graduate credit for these courses to contribute toward their Master's degree.
- Students in the Accelerated Bachelor's Plus OL Master's Degree program will apply for graduation with the BA in PSY on the schedule delineated in the undergraduate catalog and will receive their BA in PSY upon completion of all the requirements for the undergraduate degree. The Master's degree will be awarded when the student has completed the remaining requirements for the MAODL.

New wording for the Course Catalog:

Students seeking admission into the Accelerated BA in Psychology to the MAODL program must have completed a minimum of 90 credit hours towards the BBA in Psychology and have earned a minimum GPA of 3.0 or better in those undergraduate courses to be eligible for admission into the Accelerated Bachelor's Plus OL Master's Degree program.

What impact will the change have on staffing, on other programs and space allocation?
There is no impact on staffing or space allocation. This program would reduce enrollment in undergraduate, upper-division electives.

Answer the following Assessment questions:

a. How does the program change align with the university mission?
The University's mission includes "student success, access, and excellence" which this program change directly addresses by encouraging high-achieving undergraduate students to continue their pursuit of academic excellence with taking accessible organizational development and learning graduate courses that will encourage their success. Also, this program provides a more economical and accessible path for an OL Master's degree serves for the benefit of "Arkansas, the nation, and the world."

This program aligns with Arkansas Tech strategic plan Goal 1: Student access and opportunity, Goal 4: Programs and deliveries, and Goal 5: Partnerships and innovation.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.
Not applicable.

c. What is the rationale for this program change?
It is University policy to offer qualified undergraduate students the opportunity to register for graduate level credit hours as undergraduates to receive dual credit toward both undergraduate and graduate degrees within the designated accelerated bachelor to master degree programs. This program change aligns the undergraduate and graduate programs with University policy and the mission of the institution to increase access and innovation.

1. How will the program change impact learning for students enrolled in this program?
Students enrolled in the Accelerated Bachelor's Plus OL Master's Degree program will engage in advanced, graduate-level learning while enrolled in an undergraduate program. The program allows accelerated students to attain a deeper, more specialized understanding of program content within the field of organizational leadership. There is limited research regarding the impact on student learning for students in an accelerated program. The primary benefits listed among similar programs are time and costs savings.

2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.
There will be no change to the graduate program so the assessment plan will remain the same. This change only allows students to streamline and accelerate entry into a

3. graduate degree during the senior year of their undergraduate degree.

d. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.

Although there is not a similar graduate program in the state/region, programs within our institution, as well as programs across the state, have an accelerated option. Some

examples of these are: University of Arkansas, Little Rock (Department of Information Science), Arkansas State University, Jonesboro (Accounting, Agriculture, Chemistry, Computer Science, Disaster Preparedness & EM, History, Political Science, and Special Education), Saint Louis University (Leadership and Organizational Development).

e. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in Psychology	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: Delete: Total Hours:
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: Delete: Total Hours:
Senior Fall Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of PSY Electives or Electives: Students in the accelerated program will substitute OL approved core courses /or approved OL Electives. Delete: Total Hours: 15	Senior Spring Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of PSY Electives or Electives: Students in the accelerated program will substitute OL approved core courses and/or approved OL Electives. Delete: Total Hours: 15

MA – Organizational Development and Learning Assessment

The MA in Organizational Development and Learning focuses on advanced topics in leadership theory, adult learning theory, leadership skills, and soft skills applied in business, government, non-profit, and educational settings. The 24 credit hour core includes instruction in organizational planning, dynamics of leadership, financial literacy, team building, conflict resolution and mediation, training and development, adult learning theory, communication, project management, and other leadership skills.

COURSE	PO1	PO2	PO3	PO4	PO5	PO6
MGMT 6103: Organizational Management and Leadership	I	I	I	I	I	I
OL 5043: Ethical Leadership	R	R	R	R		R
OL 5643: Organizational Globalization and Diversity	R	R		R		R
OL 6043: Leadership in Organizational Change	R	R	R			R
MGMT 5203: Project Management			R		R	
OL 6143: Consultation, Coaching, and Leadership Development	R			R	R	
SAA 6113/EMHS 6103	R	R			R	
OL 6093: ODL Capstone	M	M	M	M	M	M

I = Introduce; R = Reinforce; M = Mastery

Program Outcomes

1. **Application of Adult Learning and Organizational Development Theory** – Students will review, analyze, and apply prominent theories in leadership, leadership ethics, followership, adult learning, and development to address organizational issues in diverse settings.

2. **Strategic Verbal, Written, Interpersonal, and Technological Communication** – Students will develop strategic verbal, written, interpersonal, and technological communication functions for leadership, training, and motivation.

3. **Systems Thinking, Group Dynamics and Teamwork** – Students will identify and implement effective, ethical solutions for complex organizational systems through group dynamics and team building.

4. **Cultural Competency, Global Understanding, and Social Responsibility** – Students will articulate the impact of social and cultural diversity in organizations.

5. **Evaluation, Assessment, Analysis, and Critical Thinking** – Students will demonstrate ethical, evidenced-based decision-making practices based on exploration of issues, collection of evidence, data analysis, critique of sources, and interpretation of results.

6. **Awareness of Self and Others** – Students will develop a sense of self and others through exploration, identification, and articulation of social and cultural norms that form ethics, identity, values, beliefs, and motivation.

Program Outcomes – Learning Objectives

Program Outcome 1 (PO1): Application of Adult Learning and

Organizational Development Theory - Students will review, analyze, and apply prominent theories in leadership, leadership ethics, followership, adult learning, and development to address organizational issues in diverse settings.

- demonstrates mastery of basic principles of leadership theory, adult learning theory, and development theory
- identifies evidence-based practices in leadership, followership, and leadership ethics
- evaluates the application of theory in various organizational and/or cultural contexts
- articulates the links between effective leadership and lifelong learning
- develops theory-based plans for strategic training, human development, and organizational change

Program Outcome 2 (PO2): Strategic Verbal, Written, Interpersonal, and Technological Communication - Students will develop strategic verbal, written, interpersonal, and technological communication functions for leadership, training, and motivation.

- demonstrates awareness of basic communication theory, the communication process, and organizational models
- applies principles of verbal, written, interpersonal, and technological communication in interaction with diverse stakeholders
- demonstrates appropriate delivery techniques, such as posture, gesture, eye contact, vocal expression, and confidence
- demonstrates the ability to present research findings in a professional manner through a formal presentation process to a group of stakeholders responsible for implementing business strategies

Program Outcome 3 (PO3): Systems Thinking, Group Dynamics, and Teamwork - Students will identify and implement effective solutions for complex organizational systems through group dynamics and team building.

- demonstrates mastery of basic concepts in systems thinking in organizations, stages of group development, and teamwork theory
- develops comprehensive, systems-oriented strategic planning process to include assessment, visioning, goals/objectives, strategy formulation, strategy execution, evaluation, and sustainment
- analyzes the normative, cognitive, and formative roles of self and others in group settings
- engages team members in ways that facilitate their contributions to projects by building upon the contributions of others and engaging nonparticipants
- fosters a constructive team climate by a) treating team members with respect, b) exhibiting a positive attitude, c) motivating team members to complete tasks, and d) provide assistance to team members
- addresses destructive conflict directly and constructively helps manage/resolve conflict in a way that strengthens overall team cohesiveness

Program Outcome 4 (PO4): Cultural Competency, Global Understanding, and Social Responsibility - Students will articulate the impact of social and cultural diversity in organizations.

- demonstrates an understanding of ethical leadership, social justice, and service to others
- articulates insights into own cultural rules and biases and how to recognize and respond to cultural biases
- demonstrates an understanding of the complexity of elements important to members or another culture, including history, values, politics, communication style, beliefs, and practices
- articulates ways in which race, class, gender, and sexual orientation influence individual experiences and perspectives
- develops complex questions about other cultures and consider questions from multiple cultural perspectives

Program Outcome 5 (PO5): Evaluation, Assessment, Analysis, and Critical Thinking - Students will demonstrate ethical, evidence-based decision-making practices based on exploration of issues, collection of evidence, data analysis, critique of sources, and interpretation/dissemination of results.

- demonstrates problem-solving skills, higher order thinking strategies, and ethical, evidence-based decision making
- organizes and synthesizes evidence to reveal insightful patterns, differences, or similarities in data
- evaluates and interprets quantitative and qualitative data to assess reliability, validity, and applicability in various leadership and development contexts
- develops comprehensive, systematic assessment plan to monitor organizational effectiveness
- recommends logical solutions that demonstrate informed evaluation and the ability to support positions with relevant, reliable, valid data

Program Outcome 6 (PO6): Awareness of Self and Others = Students will develop a sense of self and others through exploration, identification, and articulation of social and cultural norms that form ethics, identity, values, beliefs, and motivations.

- identifies personal values, ethics, beliefs, and motivations in relation to others
- articulates the impact of norms, ethics, identity, values, and beliefs in a leadership context

- assesses personal positionality and power in relation to supervisors, peers, and subordinates
- demonstrates an understanding of self in various leadership and learning situations
- develop an appreciation and understanding of human differences

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected: PACE	This department x☐ supports ☐ does not support the change.
Comments: Support AB2M PSY - MAODL	

Program Director Signature: _____

Date: 6/4/24

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected: T partment

Behavioral Sciences

☐ does not support the change.

Comments:
Accelerate BA in Psy to MA in Org Leadership

Department Head Signature:

Date: June 3 2024

PSYCHOLOGY, BACHELOR OF ARTS

Dr. David Ward, Department Head
Witherspoon Hall, Room 348
(479) 968-0305
dward@atu.edu

The Psychology curriculum is designed to

1. prepare students for advanced study in psychology;
2. support, through electives, programs of study in other disciplines;
3. give a basis for entry into the job market;
4. arouse the curiosity of all students regarding human behavior;
5. provide opportunities for experiences outside the classroom by way of field programs and practical experiences.

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	
MATH XXXX	Mathematics [1]	3	
TECH 1001	Orientation to the University	1	
USHG 1XXX	U.S. History and Government [1]	3	
Elective [2,3]		6	
	Hours	**16**	
Spring			
ENGL 1023	Composition II [1]	3	
PSY 2003	General Psychology [4]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective [2,3]		6	
	Hours	**16**	
Sophomore			
Fall			
FAH 1XXX	Fine Arts and Humanities Courses [1]	6	
PSY/SOC 2053	Statistics for the Behavioral Sciences [4]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
	Hours	**13**	
Spring			
Psychology Topical Core [5]		3	
PSY/SOC 2063	Research Design for the Behavioral Sciences [4]	3	
PSY 3191	Careers in Psychology [4]	1	
Elective [2,3]		8	
	Hours	**15**	
Junior			
Fall			
SOC 1003	Introductory Sociology	3	
Psychology Topical Core [5]		6	

Elective [2,3]		6	
	Hours	**15**	
Spring			
ANTH 1213 or ANTH 2003	Introduction to Anthropology or Cultural Anthropology	3	_____
Psychology Topical Core [5]		6	
Elective [2,3]		6	
	Hours	**15**	
Senior			
Fall			
Psychology Elective (3000-4000 level) [6]		6	
Elective [2,3,6], 7, 8		9	
	Hours	**15**	
Spring			
Select one of the following Capstone Courses:		3	
PSY 4003	Capstone: Advanced Research Method and Lab for Psychology [4,6]		_____
PSY 4103	Capstone: Advanced Psychological Science		_____
PSY 4203	Capstone: Psychology in the Community		_____
Elective [2,3,6], 7, 8		12	
	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 a minor, an associate's degree or a second degree.

3 At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

4 Psychology majors must earn a grade of 'C' or higher.

5 **Take 15 hours from the below Topical Core courses:**
PSY 3003 Abnormal Psychology or PSY 3153 Personality Psychology;
PSY 3053 Behavioral Neuroscience or PSY 4053 Sensation and Perception;
PSY 3063 Developmental Psychology: Childhood or PSY 3183 Development Psychology: Adolescence;
PSY 3073 Psychology of Learning or PSY 4073 Cognitive Psychology;
PSY 3123 Evolutionary Psychology or PSY 4043 Social Psychology/SOC 4043 Social Psychology.

6 This program partners the Bachelor of Arts (BA) in Psychology undergraduate degree with the Master of Science (MS) in Higher Education and Student Affairs. Students in this accelerated program can substitute up to 12 hours of student affairs administration courses from the following: SAA 6113 Research Design and Analysis for PSY 4003 Capstone: Advanced Research Method and Lab for Psychology; and/or SAA 6023 Introduction to Student Affairs Administration and/or SAA 6033 Student Development Theory for electives; and/or SAA 6043 College Students and Diversity and/or SAA 6073 Counseling Theories and Helping Skills for 3000-4000 level psychology electives.

Learning Outcomes

Students who complete the program:

- Students will express interest in and increase participation in professional presentation and research symposiums.
- Psychology students will increase interest in seeking acceptance into graduate programs.
- Psychology students should demonstrate oral and written communication skills at an acceptable level.

7 Accelerated BA Psychology and MS Emergency management and Homeland Security

8 Accelerated BA Psychology and MS Organizational Leadership and Learning

DEGREE AUDIT CHECK LIST
(BA-PSY) Psychology
~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		3
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		27
Electives		
Accelerated MACOL		
OL core 6 hours		
OL Elective 6 hours		
TOTAL ELECTIVE HOURS		53

Major Requirements		Hrs
*PSY	2003**	3
*PSY/SOC	~(2053, BUAD 2053, or STAT 2163) 2063	6
PSY	3191	1
*PSY	4003 or 4103 or 4203	3
PSY	15 HRS FROM (Topical Core): (3053 or 4053) (3073 or 4073) (3003 or 3153) (3063 or 3183) (PSY/SOC 4043 or PSY 3123)	15
PSY ELEC	6 HRS UD	6
*MUST EARN C OR BETTER		
ANTH	1213 OR 2003**	3
SOC	1003**	3
**Must declare a minor or 2nd degree		
	TOTAL MAJOR HOURS	40
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-PSY) Psychology to (MS-ODL) Organizational Leadership & Learning

2025-26

Date	
Grade Point	**Graduation Date**

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		3
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**27**
Electives		
12 hours maximum GR for UG		
OL Core 6 hours		
OL Elective 6 hours		
TOTAL ELECTIVE HOURS		**53**

Major Requirements		Hrs
***PSY**	2003**	3
***PSY/SOC**	~(2053, BUAD 2053, or STAT 2163) 2063	6
PSY	3191	1
***PSY**	4003 or 4103 or 4203	3
PSY	15 HRS FROM (Topical Core): (3053 or 4053) (3073 or 4073) (3003 or 3153) (3063 or 3183) (PSY/SOC 4043 or PSY 3123)	15
PSY ELEC	6 HRS UD	6
***MUST EARN C OR BETTER**		
ANTH	1213 OR 2003**	3
SOC	1003**	3
****Must declare a minor or 2nd degree**		
	TOTAL MAJOR HOURS	**40**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Emergency Management, Professional Studies, and Student Affairs Administration	3/7/24

Title	Signature	Date
Department Head Dr. Rene Couture	Rene Couture	3/7/24
Dean Dr. Tim Carter	Tim Carter	3/26/24
Assessment Dr. Christine Austin	Christine Austin	3/27/24
Registrar Ms. Tammy Weaver	Tammy Weaver	8/6/24
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
Accelerated BA Sociology to MS Emergency Management and Homeland Security

Outline change in program: Accelerated BA Sociology to MS Emergency Management and Homeland Security

This change would allow Sociology majors to complete a Master's degree in EMHS in accelerated fashion.

Students would substitute up to 12 cr. hours of graduate level Emergency Management and Homeland Security courses (EMHS 6063, EMHS 6103, and two EMHS 3 hr. electives) for an equivalent number of upper division electives in fall and spring semesters of the senior year.

The admission criteria include completing 90 hours toward the Bachelor's degree with an earned GPA of 3.0 or higher at the time of application to the program. If a student is enrolled in one of these courses at the time of application, the student may be conditionally admitted until grades are submitted for that semester. If a B or better was earned, they may begin the program. If not, their admission will be deferred until the required grade is obtained.

Applications must be submitted to the EMHS Graduate Program Director no later than October 15 or March 15 of the semester prior to beginning the program

Graduate Core courses – 6 hours total.
EMHS 6063: Principles of Emergency Management
EMHS 6103: Research Design & Methods

Electives – 6 hours total.
Electives to choose from:
EMHS 5003: Principles of Disaster Relief and Recovery
EMHS 6143: Social Vulnerability
EMHS 6073: Terrorism and Counterterrorism
EMHS 6243: Intelligence in Emergency Management and Homeland Security
EMHS 6253: Information Security for Public Managers
EMHS 6033: Leadership and Management
EMHS 6513: Technology for Comprehensive Emergency Management
EMHS 6133: Ethical, Legal, Political Considerations in Emergency Management and Homeland Security
Any other approved EMHS Elective Course

What impact will the change have on staffing, on other programs and space allocation?
It should have no impact on other programs other than potentially decreasing enrollment in upper division elective courses.

Answer the following Assessment questions:

a. How does the program change align with the university mission?

   The university's mission includes "student success, access, and excellence" which this program change directly addresses by encouraging high-achieving undergraduate students to continue their pursuit of academic excellence with taking accessible emergency management and homeland security graduate courses that will encourage their success. Also, providing a more economical (& accessible) path for an EMHS Master's degree serves for the benefit of "Arkansas, the nation, and the world." This will also allow the EMHS program to become stackable with other university degrees, provide for progressive intellectual development, and provide another employment option for the students.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.

Not Applicable.

c. What is the rationale for this program change?

1. How will the program change impact learning for students enrolled in this program?

Students will have to adjust to graduate-level work more quickly than they might otherwise. However, only those students who meet the admission criteria will be accepted into the accelerated program. This should lead to students having an adequate level of preparation.

2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.

There will be no change to the graduate program so the assessment plan will remain the same. This change only allows students to streamline and accelerate entry into a graduate degree during the senior year of their undergraduate degree.

b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.

ATU is beginning accelerated programs. This would be an accelerated program providing streamlined entry into a graduate EMHS degree. This is a natural pairing since many sociology bachelor's students find the EMHS masters to be a good fit to their undergraduate education.

c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

The assessment plan would not change. Please see the assessment documents provided in pages 6 and 7.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in BA Sociology	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: Delete: Total Hours:
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: Delete: Total Hours:
Senior Fall Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of Sociology Electives or Electives: Students in the accelerated program will substitute EMHS 6063 Principles of Emergency Management and/or approved EMHS Electives. Delete: Total Hours: 15	Senior Spring Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of Electives: Students in the accelerated program will substitute EMHS 6103 Research Design and Methods and/or approved EMHS electives. Delete: Total Hours: 15

Course	Learning Objective	Competency	Assessment Measure
EMHS 6063 Principles of Emergency Management	Apply appropriate theories, concepts, policies, and emergency management measures to multiple emergency and disaster context.	Sociocultural Literacy (I) (R) Leadership (I) Operates in the EM Framework/Principles/Body of Knowledge (I)	Exam Reflection Assignment Written Assignment
	Differentiate and interpret emergency management policies, the types of hazards that threaten the United States, and the measures to mitigate, prepare, respond, and recover from such hazards.	Systems Literacy (I)	Written Assignment
	Distinguish among the many organizations and communities involved in the multiple aspects of emergency management.	Introduce Community Engagement (I)	Case Study
	Examine the future challenges and opportunities pertaining to the emergency management field	Introduce Disaster Risk Management (I)	Written Assignment

Course	Learning Objective	Competency	Assessment Measure
EMHS 6103 **Research Methods and Design**	Apply the systematic process of scientific research to a personal research project	Disaster/ Risk Management (R)	Final Paper
	Analyze and evaluate quality peer-reviewed research articles. Differentiate scientific research from other forms of publications	Scientific Literacy (I/R)	Article Critique Assignment
	Identify a research topic area and develop a feasible research question	Operates within the EM framework, principles, and body of knowledge (R)	Research Question/ Introduction Assignment
	Analyze and evaluate quality peer-reviewed research articles. Differentiate scientific research from other forms of publications	Possess Critical Thinking. (I)	Article Critique Assignment
	Apply research ethics to research process and the use of human subjects	Abide by Professional Ethics (I)	CITI Training
	Demonstrate graduate collegiate writing skills and apply APA 7 formatting to all written work with appropriate in-text citations, empirical support, and no plagiarism	Continual Learning (I)	Final Paper

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected: Behavioral Sciences	This department supports the change.
Comments: "Accelerated BAs in CJ, PSY, SOC to MS Emergency Management and Homeland Security"	

Department Head Signature: _____

Date: 2/22/24

SOCIOLOGY, BACHELOR OF ARTS

Dr. David Ward, Department Head
Witherspoon Hall, Room 348
(479) 968-0305
dward@atu.edu

The Sociology curriculum is designed to prepare students for employment in a range of careers or for advanced study in sociology, law, criminology, criminal justice, counseling, education, research, population, social work or other related fields. Sociology prepares majors to deal with the constant social change that is today's world.

In addition to understanding the organization of social groups and the human behaviors that comprise everyday social life, sociologists remain important contributors to the collection of data pertaining to these levels of human behavior. The undergraduate sociology major learns to identify problems, formulate appropriate questions, search for answers, analyze data, organize information, and express themselves in written and spoken communication.

The undergraduate major provides a strong liberal arts degree for entry-level positions throughout the business, social service, and government worlds.

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SOC 1003	Introductory Sociology	3	
TECH 1001	Orientation to the University	1	
Elective [2, 3]		3	
	Hours	**14**	
Spring			
ANTH 1213 or ANTH 2003	Introduction to Anthropology or Cultural Anthropology	3	
ENGL 1023	Composition II [1]	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
MATH XXXX	Mathematics [1]	3	
Elective [2, 3]		3	
	Hours	**15**	
Sophomore			
Fall			
PSY 2003	General Psychology	3	
PSY/SOC 2053	Statistics for the Behavioral Sciences	3	
PSY/SOC 2063	Research Design for the Behavioral Sciences	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SOC 2073	Classical Theories of Sociology	3	
	Hours	**16**	
Spring			
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
SOC 2083	Contemporary Theories of Sociology	3	
USHG 1XXX	U.S. History and Government [1]	3	
Elective [2, 3]		6	
	Hours	**15**	

Junior			
Fall			
RS 2003 or CJ/SOC 2003	Introduction to Rehabilitation Science or Introduction to Criminal Justice	3	_____
Elective [2, 3]		12	
	Hours	**15**	
Spring			
SOC 3163	Introduction to Social Research	3	_____
Elective [2, 3]		12	
	Hours	**15**	
Senior			
Fall			
Sociology Elective (3000-4000 level) [4]		6	
Elective [2, 3, 4], 5, 6		9	
	Hours	**15**	
Spring			
SOC 4283	Sociology Capstone	3	_____
Sociology Elective (3000-4000 level) [4]		3	
Elective [2, 3, 4], 5, 6		9	
	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 a minor, an associate's degree or a second degree.

3 To be chosen in consultation with advisor. Students are strongly encouraged to pursue a foreign language. At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

4 This program partners the Bachelor of Arts (BA) Sociology undergraduate degree with the Master of Science (MS) in Higher Education and Student Affairs. Students in this accelerated program can substitute up to 12 hours of student affairs administration courses from the following: SAA 6023 Introduction to Student Affairs Administration, SAA 6033 Student Development Theory, SAA 6043 College Students and Diversity and SAA 6073 Counseling Theories and Helping Skills for up to 9 hours of 3000-4000 level sociology electives and 3 hours of electives or up to 12 hours of electives for a maximum of 12 hours.

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.

5 Accelerated BA Sociology and MS Emergency Management and Homeland Security

6 Accelerated BA Sociology and MA Organizational Leadership and Learning

DEGREE AUDIT CHECK LIST
(BA-SOC) Sociology
2024-25 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		3
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		27
Electives		
Accelerated MS EMHS		
EMHS 6063 6103 and		
EMHS Elective 6 hours		
TOTAL ELECTIVE HOURS		54

Major Requirements		Hrs
SOC	1003** 2073 2083 3163 4283	15
SOC/PSY	~(2053, BUAD 2053, or STAT 2163) 2063	6
SOC	(9 HRS UD)	9
ANTH	1213 or 2003**	3
PSY	2003**	3
	(RS 2003 or CJ/SOC 2003)	3
MUST COMPLETE MINOR OR 2ND DEGREE		
	TOTAL MAJOR HOURS	39
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-SOC) Sociology to (MS-EMHS) Emergency Management & Homeland Security

2025-26

Date	
Grade Point	**Graduation Date**

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		3
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**27**
Electives		
12 hours maximium of GR for UG		
EMHS 6063 6103		
EMHS Elective 6 hours		
TOTAL ELECTIVE HOURS		**54**

Major Requirements		Hrs
SOC	1003** 2073 2083 3163 4283	15
SOC/PSY	~(2053, BUAD 2053, or STAT 2163) 2063	6
SOC	(9 HRS UD)	9
ANTH	1213 or 2003**	3
PSY	2003**	3
	(RS 2003 or CJ/SOC 2003)	3
MUST COMPLETE MINOR OR 2ND DEGREE		
	TOTAL MAJOR HOURS	**39**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
PACE	6/15/24

Title	Signature	Date
Department Head Dr. Rene Couture	Rene Couture	6/11/24
Dean Dr. Tim Carter	Tim Carter	6/13/24
Assessment Dr. Christine Austin	Christine Austin	6.18.24
Registrar Ms. Tammy Weaver	Tammy Weaver	6/28/24
Graduate College (if appropriate) ~~Dr. Sarah Gordon~~		
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
Accelerated BA in Sociology to MA in Organizational ~~Development~~ Leadership and Learning

Outline change in program:

- This program partners with the BA in Sociology and allows Sociology majors to complete MA in Organizational Development and Learning in an accelerated fashion.
- A maximum of 12 graduate level credit hours can be double counted towards the BA in Sociology and the MAODL.
- Twelve credit hours from the following graduate courses can be used to replace 12 hours of upper-division undergraduate elective coursework to fulfill requirements for the BA in Sociology:
    a. Graduate Core Courses (6 hours total)
        i. OL 5043 Ethical Leadership
        ii. OL 5643 Organizational Globalization and Diversity
        iii. OL 6043 Leading Organizational Change
        iv. OL 6143 Consultation, Coaching, and Leadership Development
        v. EMHS 6103 Research Design and Methods

    b. Graduate Electives to choose from (6 hours total)
        i. OL 5143 Nonprofit Governance
        ii. OL 5343 Community Development

- Students will take no more than six hours of graduate courses per semester.
- Students may apply in their junior year for admission into the Accelerated Bachelor's Plus OL Master's Degree program. The student must complete a minimum of 90 credit hours towards the BA in Sociology and have earned a minimum grade point average of 3.0 or better in those undergraduate courses to be eligible for admission into the Accelerated Bachelor's Plus OL Master's Degree program.
- A course used toward an undergraduate degree cannot be counted or used later for graduate credit except in the case of enrollment in an approved accelerated master's program.
- Only courses with grades of B or better will be eligible to count toward graduate credit.
- The curriculum will follow the existing curriculum in the undergraduate and graduate degree programs comprising the Accelerated Bachelor's Plus OL Master's Degree program.
- All other general requirements for the Bachelor's and Master's degree programs that comprise the Accelerated Bachelor's Plus OL Master's Degree program apply and must be satisfied.
- Upon completion of the BA in SOC degree requirements, students will be accepted into the Graduate College at a status consistent with the Graduate College and individual program guidelines. Students must meet all the graduate requirements for dual credit courses to receive graduate credit for these courses to contribute toward their Master's degree.
- Students in the Accelerated Bachelor's Plus OL Master's Degree program will apply for graduation with the BA in SOC on the schedule delineated in the undergraduate catalog and will receive their BA in SOC upon completion of all the requirements for the undergraduate degree. The Master's degree will be awarded when the student has completed the remaining requirements for the MAODL.

New wording for the Course Catalog:

Students seeking admission into the Accelerated BA in Sociology to the MAODL program must have completed a minimum of 90 credit hours towards the BA in Sociology and have earned a minimum GPA of 3.0 or better in those undergraduate courses to be eligible for admission into the Accelerated Bachelor's Plus OL Master's Degree program.

What impact will the change have on staffing, on other programs and space allocation?
There is no impact on staffing or space allocation. This program would reduce enrollment in undergraduate, upper-division electives.

Answer the following Assessment questions:

a. How does the program change align with the university mission?
The University's mission includes "student success, access, and excellence" which this program change directly addresses by encouraging high-achieving undergraduate students to continue their pursuit of academic excellence with taking accessible organizational development and learning graduate courses that will encourage their success. Also, this program provides a more economical and accessible path for an OL Master's degree serves for the benefit of "Arkansas, the nation, and the world."

This program aligns with Arkansas Tech strategic plan Goal 1: Student access and opportunity, Goal 4: Programs and deliveries, and Goal 5: Partnerships and innovation.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.
Not applicable.

c. What is the rationale for this program change?
It is University policy to offer qualified undergraduate students the opportunity to register for graduate level credit hours as undergraduates to receive dual credit toward both undergraduate and graduate degrees within the designated accelerated bachelor to master degree programs. This program change aligns the undergraduate and graduate programs with University policy and the mission of the institution to increase access and innovation.

1. How will the program change impact learning for students enrolled in this program?
Students enrolled in the Accelerated Bachelor's Plus OL Master's Degree program will engage in advanced, graduate-level learning while enrolled in an undergraduate program. The program allows accelerated students to attain a deeper, more specialized understanding of program content within the field of organizational leadership. There is limited research regarding the impact on student learning for students in an accelerated program. The primary benefits listed among similar programs are time and costs savings.

2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.
There will be no change to the graduate program so the assessment plan will remain the same. This change only allows students to streamline and accelerate entry into a

3. graduate degree during the senior year of their undergraduate degree.

d. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.

Although there is not a similar graduate program in the state/region, programs within our institution, as well as programs across the state, have an accelerated option. Some

examples of these are: University of Arkansas, Little Rock (Department of Information Science), Arkansas State University, Jonesboro (Accounting, Agriculture, Chemistry, Computer Science, Disaster Preparedness & EM, History, Political Science, and Special Education), Saint Louis University (Leadership and Organizational Development).

e. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in Sociology	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: Delete: Total Hours:
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: Delete: Total Hours:
Senior Fall Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of SOC Electives or Electives: Students in the accelerated program will substitute OL approved core courses /or approved OL Electives. Delete: Total Hours: 15	Senior Spring Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of SOC Electives or Electives: Students in the accelerated program will substitute OL approved core courses and/or approved OL Electives. Delete: Total Hours: 15

MA – Organizational Development and Learning Assessment

The MA in Organizational Development and Learning focuses on advanced topics in leadership theory, adult learning theory, leadership skills, and soft skills applied in business, government, non-profit, and educational settings. The 24 credit hour core includes instruction in organizational planning, dynamics of leadership, financial literacy, team building, conflict resolution and mediation, training and development, adult learning theory, communication, project management, and other leadership skills.

COURSE	PO1	PO2	PO3	PO4	PO5	PO6
MGMT 6103: Organizational Management and Leadership	I	I	I	I	I	I
OL 5043: Ethical Leadership	R	R	R	R		R
OL 5643: Organizational Globalization and Diversity	R	R		R		R
OL 6043: Leadership in Organizational Change	R	R	R			R
MGMT 5203: Project Management			R		R	
OL 6143: Consultation, Coaching, and Leadership Development	R			R	R	
SAA 6113/EMHS 6103	R	R			R	
OL 6093: ODL Capstone	M	M	M	M	M	M

I = Introduce; R = Reinforce; M = Mastery

Program Outcomes

1. **Application of Adult Learning and Organizational Development Theory** – Students will review, analyze, and apply prominent theories in leadership, leadership ethics, followership, adult learning, and development to address organizational issues in diverse settings.

2. **Strategic Verbal, Written, Interpersonal, and Technological Communication** – Students will develop strategic verbal, written, interpersonal, and technological communication functions for leadership, training, and motivation.

3. **Systems Thinking, Group Dynamics and Teamwork** – Students will identify and implement effective, ethical solutions for complex organizational systems through group dynamics and team building.

4. **Cultural Competency, Global Understanding, and Social Responsibility** – Students will articulate the impact of social and cultural diversity in organizations.

5. **Evaluation, Assessment, Analysis, and Critical Thinking** – Students will demonstrate ethical, evidenced-based decision-making practices based on exploration of issues, collection of evidence, data analysis, critique of sources, and interpretation of results.

6. **Awareness of Self and Others** – Students will develop a sense of self and others through exploration, identification, and articulation of social and cultural norms that form ethics, identity, values, beliefs, and motivation.

Program Outcomes – Learning Objectives

Program Outcome 1 (PO1): Application of Adult Learning and

Organizational Development Theory - Students will review, analyze, and apply prominent theories in leadership, leadership ethics, followership, adult learning, and development to address organizational issues in diverse settings.

- demonstrates mastery of basic principles of leadership theory, adult learning theory, and development theory
- identifies evidence-based practices in leadership, followership, and leadership ethics
- evaluates the application of theory in various organizational and/or cultural contexts
- articulates the links between effective leadership and lifelong learning
- develops theory-based plans for strategic training, human development, and organizational change

Program Outcome 2 (PO2): Strategic Verbal, Written, Interpersonal, and Technological Communication - Students will develop strategic verbal, written, interpersonal, and technological communication functions for leadership, training, and motivation.

- demonstrates awareness of basic communication theory, the communication process, and organizational models
- applies principles of verbal, written, interpersonal, and technological communication in interaction with diverse stakeholders
- demonstrates appropriate delivery techniques, such as posture, gesture, eye contact, vocal expression, and confidence
- demonstrates the ability to present research findings in a professional manner through a formal presentation process to a group of stakeholders responsible for implementing business strategies

Program Outcome 3 (PO3): Systems Thinking, Group Dynamics, and Teamwork - Students will identify and implement effective solutions for complex organizational systems through group dynamics and team building.

- demonstrates mastery of basic concepts in systems thinking in organizations, stages of group development, and teamwork theory
- develops comprehensive, systems-oriented strategic planning process to include assessment, visioning, goals/objectives, strategy formulation, strategy execution, evaluation, and sustainment
- analyzes the normative, cognitive, and formative roles of self and others in group settings
- engages team members in ways that facilitate their contributions to projects by building upon the contributions of others and engaging nonparticipants
- fosters a constructive team climate by a) treating team members with respect, b) exhibiting a positive attitude, c) motivating team members to complete tasks, and d) provide assistance to team members
- addresses destructive conflict directly and constructively helps manage/resolve conflict in a way that strengthens overall team cohesiveness

Program Outcome 4 (PO4): Cultural Competency, Global Understanding, and Social Responsibility - Students will articulate the impact of social and cultural diversity in organizations.

- demonstrates an understanding of ethical leadership, social justice, and service to others
- articulates insights into own cultural rules and biases and how to recognize and respond to cultural biases
- demonstrates an understanding of the complexity of elements important to members or another culture, including history, values, politics, communication style, beliefs, and practices
- articulates ways in which race, class, gender, and sexual orientation influence individual experiences and perspectives
- develops complex questions about other cultures and consider questions from multiple cultural perspectives

Program Outcome 5 (PO5): Evaluation, Assessment, Analysis, and Critical Thinking - Students will demonstrate ethical, evidence-based decision-making practices based on exploration of issues, collection of evidence, data analysis, critique of sources, and interpretation/dissemination of results.

- demonstrates problem-solving skills, higher order thinking strategies, and ethical, evidence-based decision making
- organizes and synthesizes evidence to reveal insightful patterns, differences, or similarities in data
- evaluates and interprets quantitative and qualitative data to assess reliability, validity, and applicability in various leadership and development contexts
- develops comprehensive, systematic assessment plan to monitor organizational effectiveness
- recommends logical solutions that demonstrate informed evaluation and the ability to support positions with relevant, reliable, valid data

Program Outcome 6 (PO6): Awareness of Self and Others = Students will develop a sense of self and others through exploration, identification, and articulation of social and cultural norms that form ethics, identity, values, beliefs, and motivations.

- identifies personal values, ethics, beliefs, and motivations in relation to others
- articulates the impact of norms, ethics, identity, values, and beliefs in a leadership context

- assesses personal positionality and power in relation to supervisors, peers, and subordinates
- demonstrates an understanding of self in various leadership and learning situations
- develop an appreciation and understanding of human differences

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected: PACE	This department x☐ supports ☐ does not support the change.
Comments: Support AB2M SOC - MAODL.	

Program Director Signature: _____

Date: 6/4/24

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected:	This department ☒ supports ☐ does not support the change.
Comments: Accelerated BA in SOC to MA in Org Leadership.	

Department Head Signature: _____

Date: Jan 3 2024

SOCIOLOGY, BACHELOR OF ARTS

Dr. David Ward, Department Head
Witherspoon Hall, Room 348
(479) 968-0305
dward@atu.edu

The Sociology curriculum is designed to prepare students for employment in a range of careers or for advanced study in sociology, law, criminology, criminal justice, counseling, education, research, population, social work or other related fields. Sociology prepares majors to deal with the constant social change that is today's world.

In addition to understanding the organization of social groups and the human behaviors that comprise everyday social life, sociologists remain important contributors to the collection of data pertaining to these levels of human behavior. The undergraduate sociology major learns to identify problems, formulate appropriate questions, search for answers, analyze data, organize information, and express themselves in written and spoken communication.

The undergraduate major provides a strong liberal arts degree for entry-level positions throughout the business, social service, and government worlds.

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SOC 1003	Introductory Sociology	3	
TECH 1001	Orientation to the University	1	
Elective [2, 3]		3	
	Hours	**14**	
Spring			
ANTH 1213 or ANTH 2003	Introduction to Anthropology or Cultural Anthropology	3	
ENGL 1023	Composition II [1]	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
MATH XXXX	Mathematics [1]	3	
Elective [2, 3]		3	
	Hours	**15**	
Sophomore			
Fall			
PSY 2003	General Psychology	3	
PSY/SOC 2053	Statistics for the Behavioral Sciences	3	
PSY/SOC 2063	Research Design for the Behavioral Sciences	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SOC 2073	Classical Theories of Sociology	3	
	Hours	**16**	
Spring			
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
SOC 2083	Contemporary Theories of Sociology	3	
USHG 1XXX	U.S. History and Government [1]	3	
Elective [2, 3]		6	
	Hours	**15**	

Junior			
Fall			
RS 2003 or CJ/SOC 2003	Introduction to Rehabilitation Science or Introduction to Criminal Justice	3	_____
Elective [2, 3]		12	
	Hours	**15**	
Spring			
SOC 3163	Introduction to Social Research	3	_____
Elective [2, 3]		12	
	Hours	**15**	
Senior			
Fall			
Sociology Elective (3000-4000 level) [4]		6	
Elective [2, 3, 4] 5, 6		9	
	Hours	**15**	
Spring			
SOC 4283	Sociology Capstone	3	_____
Sociology Elective (3000-4000 level) [4]		3	
Elective [2, 3, 4] 5, 6		9	
	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 a minor, an associate's degree or a second degree.

3 To be chosen in consultation with advisor. Students are strongly encouraged to pursue a foreign language. At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

4 This program partners the Bachelor of Arts (BA) Sociology undergraduate degree with the Master of Science (MS) in Higher Education and Student Affairs. Students in this accelerated program can substitute up to 12 hours of student affairs administration courses from the following: SAA 6023 Introduction to Student Affairs Administration, SAA 6033 Student Development Theory, SAA 6043 College Students and Diversity and SAA 6073 Counseling Theories and Helping Skills for up to 9 hours of 3000-4000 level sociology electives and 3 hours of electives or up to 12 hours of electives for a maximum of 12 hours.

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.

5 Accelerated BA Sociology and MS Emergency Management and Homeland Security

6 Accelerated BA Sociology and MA Organizational Leadership and Learning

DEGREE AUDIT CHECK LIST
(BA-SOC) Sociology
~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		3
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		27
Electives		
Accelerated MAJOR		
OL Core 6 hours		
OL Elective 6 hours		
TOTAL ELECTIVE HOURS		54

Major Requirements		Hrs
SOC	1003** 2073 2083 3163 4283	15
SOC/PSY	~(2053, BUAD 2053, or STAT 2163) 2063	6
SOC	(9 HRS UD)	9
ANTH	1213 or 2003**	3
PSY	2003**	3
	(RS 2003 or CJ/SOC 2003)	3
MUST COMPLETE MINOR OR 2ND DEGREE		
	TOTAL MAJOR HOURS	39
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-SOC) Sociology to (MS-EMHS) Emergency Management & Homeland Security

2025-26

Date	
Grade Point	**Graduation Date**

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
FINE ART/HUM		3
FINE ART/HUM		3
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**27**
Electives		
12 hours maximium of GR for UG		
OL Core 6 hours		
OL Elective 6 hours		
TOTAL ELECTIVE HOURS		**54**

Major Requirements		Hrs
SOC	1003** 2073 2083 3163 4283	15
SOC/PSY	~(2053, BUAD 2053, or STAT 2163) 2063	6
SOC	(9 HRS UD)	9
ANTH	1213 or 2003**	3
PSY	2003**	3
	(RS 2003 or CJ/SOC 2003)	3
MUST COMPLETE MINOR OR 2ND DEGREE		
	TOTAL MAJOR HOURS	**39**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR COURSE DELETION

Department Initiating Proposal	Date
Communication and Media Studies	5/30/24

Title	Signature	Date
Department Head Dr. David J. Eshelman	David J Eshelman	5/30/24
Dean Dr. Jeffrey Cass	Jeff Cass	6-19-24
Assessment ~~Dr. Christine Austin~~	Amanda Barden	7/23/24
Registrar Ms. Tammy Weaver	Tammy Weaver	7/26/24
Graduate Dean (Graduate Proposals Only) N/A		
Vice President for Academic Affairs Dr. Adolfo Santos		

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)	

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
COMM	**2023**

Official Catalog Title:

Communication Research and Writing

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Is this course cross-listed with another existing course? If so, list course subject and number.

○ Yes ◉ No

Will the cross-listed course be deleted? ○ Yes ◉ No

(NOTE: If major or minor course, you must complete the Request for Program Change form to delete course from program.)

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.
   N/A
b. If this course was required for the major or minor, complete the following.
   1. How will program level learning outcome(s) previously addressed by this course now be addressed?
      No longer a required course
c. What is the rationale for deleting this course? What evidence supports this action?
   We no longer offer this course and have no plans to do so. It was replaced in part by Comm 1023 Exploration of Communication and Media.

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.

NOTE: This deletion will be effective at the end of the spring term of the current catalog year.

ARKANSAS TECH UNIVERSITY

REQUEST FOR COURSE DELETION

Department Initiating Proposal	Date
Communication and Media Studies	5/30/24

Title	Signature	Date
Department Head Dr. David J. Eshelman	David J Eshelman	5/30/24
Dean Dr. Jeffrey Cass	Jeffrey Cass	6-19-24
Assessment ~~Dr. Christine Austin~~	Amanda Eaelin	7/23/24
Registrar Ms. Tammy Weaver	Tammy Weaver	7/26/24
Graduate Dean (Graduate Proposals Only) N/A		
Vice President for Academic Affairs Dr. Adolfo Santos		

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)	

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
JOUR	~~various (see Assessment C)~~ 2153 and 4113

Official Catalog Title:

~~various (see Assessment C)~~ JOUR 2153 Introduction to Telecommunication

JOUR 4113 History of American Journalism

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Is this course cross-listed with another existing course? If so, list course subject and number.

○ Yes ◉ No

Will the cross-listed course be deleted? ○ Yes ◉ No

(NOTE: If major or minor course, you must complete the Request for Program Change form to delete course from program.)

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.
   N/A

b. If this course was required for the major or minor, complete the following.
   1. How will program level learning outcome(s) previously addressed by this course now be addressed?
      Not required courses

c. What is the rationale for deleting this course? What evidence supports this action?
   We would like to delete JOUR 2153 Intro to Telecommunication, ~~3111 Editorial Conference~~, ~~3121 Editorial Conference~~, 4111 Editorial ~~Conference~~, 4~~121 Editorial Conference~~, and 4113 History of American Journalism. We no longer offer these courses and have no plans to do so. JOUR 3111, 4111, 3121, and 4121 Already deleted 2023

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.

NOTE: This deletion will be effective at the end of the spring term of the current catalog year.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/15/2024

Title	Signature	Date
Department Head David J. Eshelman	David J. Eshelman	6-17-24
Dean Jeffrey Cass	Jeffrey Cass	6-19-24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
COMM	**4003**

Official Catalog Title:
Human Communication Theory

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)
Change prereq to "Comm 1003 and 2003 strongly recommended."
Change description to "This theory course is an in-depth study of the dynamic role of human communication as the driver of cultural, political, and social changes across time."

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.
   N/A

b. Explain the rationale for the cosmetic course change.
   This course is changing shape as it is now an elective instead of the capstone. The description needs to reflect this change.

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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.
N/A

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/15/2024

Title	Signature	Date
Department Head David J. Eshelman	David J. Eshelman	6-17-24
Dean Jeffrey Cass	Jeffrey Cass	6-19-24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
COMM	**4053**

Official Catalog Title:
Speech Communication Seminar

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)
Change "Speech Communication" to just "Communication." Seminar."

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.
   N/A

b. Explain the rationale for the cosmetic course change.
   "Communication" is the standard in the discipline.

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.
N/A

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ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/15/2024

Title	Signature	Date
Department Head David J. Eshelman	David J. Eshelman	6-17-24
Dean Jeffrey Cass	Jeffrey Cass	6-19-24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
COMM	**4173**

Official Catalog Title:
Internship in Speech Communication

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)
Change title to "Internship in Communication"
Add different credit number options---4171, 4172, 4174

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.
N/A

b. Explain the rationale for the cosmetic course change.
Communication and Media Studies offers internships under the Communication, Journalism, and Theatre headings. The Journalism and Theatre internship courses (Jour 4091, 4092, 4093, 4094; Th 4091, 4092, 4093, 4094) have 1, 2, 3, and 4 credit-hour options. The Communication internship has only a three-hour option. This change brings the Comm internship in line with the other internships in the department, giving flexibility to

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students. As per the name change, the Speech Comm program became "Communication" in 2023 so its internship title should reflect that.
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. N/A

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/15/2024

Title	Signature	Date
Department Head David J. Eshelman	David J. Eshelman	6-17-24
Dean Jeffrey Cass	Jeffrey Cass	6-19-24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
COMM	**4951-54, 4991-4**

Official Catalog Title:
Undergraduate Research in Communications, Special Problems in Communications

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)
Remove "s" from "Communications" ("Communications"→"Communication")

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.
   N/A

b. Explain the rationale for the cosmetic course change.
   "Communication" is the standard in the discipline.

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.
N/A

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ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/15/2024

Title	Signature	Date
Department Head David J. Eshelman	David J. Eshelman	6-17-24
Dean Jeffrey Cass	Jeffrey Cass	6-19-24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
JOUR	**3714**

Official Catalog Title:
Copy Editing

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)
Cut Jour 2143 prereq.

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.
   N/A

b. Explain the rationale for the cosmetic course change.
   Jour 2413 is not imperative in order to take Jour 3174. Once Jour 3174 becomes part of the CP in Print curriculum, it will be necessary to eliminate the prereq to make the CP accessible to non-journalism majors.

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.

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ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/15/2024

Title	Signature	Date
Department Head David J. Eshelman	David J. Eshelman	6-17-24
Dean Jeffrey Cass	Jeffrey Cass	6-19-24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
TH	**Practicums (2511, 2521, 2611, 2621, 2711, 2721, 3711, 3721, 3731, 3741, 3811, 3821, 4511, 4521, 4611, 4621, 4711, 4721, 4731, 4741, 4821, 4831)**

Official Catalog Title:
Practicums in various subjects (such as acting, directing, and costume)

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)
Cut 2511, 2521, 2711, 2721, 3731, 3741, 3811, 3821, 4511, 4521, 4611, 4621, 4731, 4741, 4821, 4831
Rename 2611, 2621, 3711, 3721, 4711, 4721 to "Performance Production Practicum"
Allow each to be repeated once

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.
   N/A

b. Explain the rationale for the cosmetic course change.
   Having 22 separate practicum sections is unwieldy. It creates a scheduling burden as each section must be entered independently. Also, the current way

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of doing practicums give the illusion of many under-enrolled. Furthermore, even though we have 22 practicums with different names, we do not have practicums specifically named for a number of skills that students exhibit---for instance, playwriting, voice acting, sound design, and film-making. It is simpler to scale back the number of practicum courses and give them more general names. This also follows common practice---for example at the U of A.
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. N/A

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	May 15, 2024

Title	Signature	Date
Department Head David J. Eshelman	David J. Eshelman	6-17-24
Dean Jeffrey Cass	Jeffrey Cass	6-19-24

PROGRAM TITLE:

BA in Digital Content Creation, CP in Digital Content Creation

Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.)

Add a note that, if Comm 2003 is taken in partial fulfillment of the DCC degree requirements, then the credits cannot also be used toward Gen Ed.

Add footnote to FAH and Performance Elective

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.
   N/ A

b. Explain the rationale for the cosmetic course change.

   Digital content creators need to have experience in performance. We offer three aesthetic performance courses that count toward the BA and CP: Comm 2013 Voice & Diction, Comm 3063 Oral Interpretation, and Th 2703 Acting Theories and Techniques. We also allow Comm 2003 Public Speaking to count in case the student has qualms about aesthetic performance. However, since Comm 2003 also counts toward Gen Ed, it is

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liable to become the default choice out of convenience. The caveat on this form will encourage students to broaden their performance range while still allowing Public Speaking as an option.
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. N/A

DIGITAL CONTENT CREATION, BACHELOR OF ARTS

Dr. David Eshelman, Department Head
Energy Center, Room 124
(479) 964-0890
deshelman@atu.edu

The Digital Content Creation degree prepares students to work in the fast-changing world of media production. It gives students experience with film-making, public relations, social media, and communication ethics. Students will leave with the ability to coordinate and create content for social media efforts—either their own or for employers.

Learning Goals

- Effective and ethical use of social media
- Ability to enact public relations campaigns
- Film-making
- Performance
- Building an online presence
- Cultivating an online audience

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
COMM/JOUR 1023	Exploration of Media and Communication	3	
ENGL 1013	Composition I [1]	3	
MATH XXXX	Mathematics [1]	3	
TECH 1001	Orientation to the University	1	
USHG 1XXX	U.S. History and Government [1]	3	
Elective		3	
	Hours	**16**	
Spring			
ENGL 1023	Composition II [1]	3	
FAH 1XXX	Fine Arts and Humanities Courses [1] , 3	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
Elective		3	
	Hours	**16**	
Sophomore			
Fall			
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
Select one of the following:		3	
TH 2703	Acting Theories and Techniques		
COMM 2003	Public Speaking 3		
COMM 2013	Voice and Diction		
COMM 3063	Oral Interpretation		
TH 3263	Narrative Film Production	3	
Elective		3	
	Hours	**16**	
Spring			
Digital Content Creation Elective [2]		3	
FAH 1XXX	Fine Arts and Humanities Courses [1] , 3	3	

SS 1XXX or FAH 1XXX	Social Science Courses [1], 3 or Fine Arts and Humanities Courses	3	
Elective		6	
	Hours	**15**	
Junior			
Fall			
Digital Content Creation Elective [2]		3	
JOUR 3173	Public Relations Principles	3	
Elective		9	
	Hours	**15**	
Spring			
COMM 3133	Digital Civility	3	
TH 4293	Social Media Influencing	3	
Elective (3000-4000 Level)		4	
Elective		5	
	Hours	**15**	
Senior			
Fall			
JOUR 4023	Social Media	3	
Elective (3000-4000 Level)		9	
Elective		3	
	Hours	**15**	
Spring			
COMM 4823 or JOUR 4823	Communication Capstone or Journalism Capstone	3	
Elective (3000-4000 Level)		6	
Elective		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 Digital Content Creation Electives include: COMM/JOUR/TH Intership or Practicum, JOUR 2143 Media Writing, JOUR 4073 Graphic Communication, COMM 3003 Interpersonal Communication, COMM 3163 Writing for Performance, COMM 3263 Podcast/Radio Theatre Writing, TH 4563 Sound Design for Moving Image, TH 3803 Directing Theories and Techniques, and other courses approved by advisor.

3 COMM2003: Public Speaking will not be used to satisfy the general education Fine Arts and Humanitics requirement if used to satisfy performance elective.

Learning Outcomes

Graduates of the program will:

- demonstrate an understanding of public relations principles and the ability to plan a campaign.
- employ fundamental film-making skills including plot structure, shot planning, camera work, and editing.
- use theories related to the functioning of social media communication.
- employ digital communication effectively and ethically.
- build, leverage, and monetize an online presence.

DEGREE AUDIT CHECK LIST
(BA-DCC) Digital Content Creation
2024-25

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI	(6-9)	0
SOC SCI		0
SOC SCI		0
FINE ART/HUM	(6-9) exempt comm 2003	0
FINE ART/HUM	if taken to	0
FINE ART/HUM	satisfy Perf Elec	15
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
(35 LD)		
(19 UD)		
TOTAL ELECTIVE HOURS		**54**

Major Requirements		Hrs
COMM/ JOUR	1023 4823	6
COMM	3133	3
JOUR	3173 4023	6
TH	3263 4293	6
Perf Elect	COMM 2003 2013 3063 or TH 2703	3
SMEI	6 HRS (3 UD) JOUR 2143 4073	6
	COMM 3003 3163 3263	
	TH 3803 4563 COMM 1111 1121 2111	
	2121 3111 3121 4111 4121 4173	
	JOUR 1411 1421 1811 1821 1911	
	1921 2411 2421 2511 2521 2811 2821	
	2911 2921 3411 3421 3811 3821 3911	
	3921 4091 4092 4093 4094 4411 4421	
	4811 4821 4911 4921	
	TH 2511 2521 2611 2621 2711 2721 3711	
	3721 3731 3741 3811 3821 4091 4092	
	4093 4094 4511 4521 4611 4621	
	4711 4721 4731 4741 4821 4831	
	TOTAL MAJOR HOURS	**30**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BA-DCC) Digital Content Creation
2025-26

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI	(6-9)	0
SOC SCI		0
SOC SCI		0
FINE ART/HUM	(6-9)	0
FINE ART/HUM		0
FINE ART/HUM		15
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
(35 LD)		
(19 UD)		
TOTAL ELECTIVE HOURS		**54**

Major Requirements		Hrs
COMM/ JOUR	1023 4823	6
COMM	3133	3
JOUR	3173 4023	6
TH	3263 4293	6
Perf Elect	COMM 2003*** 2013 3063 or TH 2703	3
SMEI	6 HRS (3 UD) JOUR 2143 4073	6
	COMM 3003 3163 3263	
	TH 3803 4563 COMM 1111 1121 2111	
	2121 3111 3121 4111 4121 4173	
	JOUR 1411 1421 1811 1821 1911	
	1921 2411 2421 2511 2521 2811 2821	
	2911 2921 3411 3421 3811 3821 3911	
	3921 4091 4092 4093 4094 4411 4421	
	4811 4821 4911 4921	
	TH 2511 2521 2611 2621 2711 2721 3711	
	3721 3731 3741 3811 3821 4091 4092	
	4093 4094 4511 4521 4611 4621	
	4711 4721 4731 4741 4821 4831	
	TOTAL MAJOR HOURS	**30**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

***If student takes COMM 2003, must select another FAH

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/30/24

Title	Signature	Date
Department Head Dr. David J. Eshelman	David J Eshelman	6-17-24
Dean Dr. Jeffrey Cass	Jeffrey Cass	6-19-24
Assessment ~~Dr. Christine Aus~~tin	Amanda Gardner	7/23/24
Registrar Ms. Tammy Weaver	Tammy Weaver	7/26/24
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
CP in Print Journalism

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JUN 19 2024
Registrar's Office

Outline change in program: (e.g., list changes in program such as (1) delete three hours of elective and (2) add three hours of approved major electives)
Replace Jour 2143 Media Writing with Jour 3714 Copy Editing

What impact will the change have on staffing, on other programs and space allocation?
N/A

Answer the following Assessment questions:

a. How does the program change align with the university mission?
This change aligns with the university's progressive intellectual development goal by providing more discipline-specific training to our students that prepare them for the future.
If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.
NA

b. What is the rationale for this program change?
   1. How will the program change impact learning for students enrolled in this program?
   Students will gain the skill of copy editing, important to those seeking jobs in the print media.
   2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.
   This move came out of the Journalism Program's annual curriculum review. Our CPs provide enhance learning over and above our major requirements. Jour 2143 is required of all Journalism majors. Jour 3174 is appropriate for those seeking expertise in the specific field of print journalism.

b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.
Editing is a common course in journalism programs. The U of A and UCA include it in their print journalism requirements. This is not a new class for us. We have always had it. However, as we move from concentrations to certificates, we decided that the course was important enough for inclusion in the certificate.

c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

Program Learning Outcomes

LO1: Students will demonstrate an ability to gather and write news, particularly through research and interviews, displaying critical thinking in selection and organization of information for the audience.

LO2: Students will demonstrate an ability to write across multiple platforms multi-source news and feature (human interest) stories that are well-organized, accurate, objective and concise.

LO3: Students will identify and correct structural weaknesses in news stories ~~could certainly be one, which would be accomplished with weekly hands-on editing exercises in the class and lab sessions.~~

Assessment Measures

LO1: Assessed in JOUR 3143 News Reporting – news stories intended for the *Arka Tech* newspaper

LO2: Assessed in JOUR 3153 Feature Writing – longer form narrative story assignment –

and Jour 4143 Advanced Reporting – news item using information gathered from multiple sources LO3: Assessed in JOUR 3174 Copy Editing --- hands-on editing exercises in class and lab sessions
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.

PRINT JOURNALISM, CERTIFICATE OF PROFICIENCY

Dr. David Eshelman, Department Head
Energy Center 124
(479) 964-0890
deshelman@atu.edu

The Certificate of Proficiency in Print Journalism provides students with the opportunity to earn within the first four semesters of study, a certificate acknowledging their instruction in print journalism. This stackable education sequence enhances a student's employment opportunity and augments any degree program with which it is paired.

Curriculum

Code	Title	Hours
~~JOUR 2143~~ JOUR 3714	~~Media Writing~~ Copy Editing	3
JOUR 3143	News Reporting	3
JOUR 3153	Feature Writing	3
JOUR 4143	Advanced Reporting	3
Total Hours		**12**

Learning Outcomes

- Students will employ news principles while developing a solid sense of news judgement.
- Students will demonstrate an ability to gather and write news, particularly through research and interviews, displaying critical thinking in selection and organization of information for the audience.
- Students will demonstrate an ability to write across multiple platforms multi-source news and feature (human interest) stories that are well-organized, accurate, objective and concise.

DEGREE AUDIT CHECK LIST
(CP-PRNT Print Journalism)

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		Hrs
JOUR	~~2143~~ 3143 3153 4143	12
	3174	
	TOTAL HOURS (12)	
	TOTAL HOURS	

Final Check:

Min. hours required 12
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 8 hours in residence
Must use same catalog for both major and minor

DEGREE AUDIT CHECK LIST
(CP-PRNT Print Journalism)

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		**Hrs**
JOUR	3143 3153 3174 4143	12
	TOTAL HOURS (12)	
	TOTAL HOURS	

Final Check:

Min. hours required 12
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 8 hours in residence
Must use same catalog for both major and minor

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/30/24

Title	Signature	Date
Department Head Dr. David J. Eshelman	David J. Eshelman	6-17-24
Dean Dr. Jeffrey Cass	Jeffrey Cass	6-19-24
Assessment ~~Dr. Christine Austin~~	Amanda Gardner	7/23/24
Registrar Ms. Tammy Weaver	Tammy Weaver	7/26/24
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
Journalism minor

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Outline change in program: (e.g., list changes in program such as (1) delete three hours of elective and (2) add three hours of approved major electives)
Replace Jour 4883 with Jour 2263 Media and Society

What impact will the change have on staffing, on other programs and space allocation?
N/A

Answer the following Assessment questions:

a. How does the program change align with the university mission?
This change aligns with the university's progressive intellectual development goal by providing coursework that will prepare students for the future. This course replaces one that was more theoretical with one that is more practical. All good media professionals need to be media literate and to know how media interact with society. We already made this change with the BA but forgot to do it for the minor.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.
N/A

a. What is the rationale for this program change?
   1. How will the program change impact learning for students enrolled in this program?
   Students will encounter topics related media literacy and media and its effects on society.
   2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.
   This move originates with the Journalism curriculum overhaul of 2023. At that time, we replaced Jour 4883 as a requirement with a capstone. We introduced Jour 2263 as a requirement, feeling that its skills were better suited to a lower-level class that would come earlier in a student's career. At a journalism curriculum meeting, the faculty noticed that the minor still contained the old requirements.

c. fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.
This course is not unusual in journalism programs. The U of A includes a Media and Society class in their program.

d. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)
As a minor, the courses will be assessed with the journalism degree. The required classes are also required of the journalism BA---that is, they will be after this program change.

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.

JOURNALISM MINOR

The minor in journalism is designed for students with any major who wish to better understand the role of media in a free society, and/or who anticipate dealing with media outlets in their future careers.

Curriculum

Code	Title	Hours
JOUR 2133	Introduction to Mass Communication	3
JOUR 2143	Media Writing	3
~~JOUR 4883~~ JOUR 2263	~~Mass Communication Theory~~ Media and Society	3
Nine hours of 3000 or 4000 level JOUR Electives from the three Journalism Options		9
Total Hours		**18**

DEGREE AUDIT CHECK LIST
(MINOR-JOUM) Journalism

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		Hrs
JOUR	2133 2143 ~~4883~~ 2263	9
JOUR	9 HRS FROM: 2143 2253 3143 3153 3173 3183 3193 3273 4073 4133 4143 4173	9
	TOTAL MINOR HOURS (18)	
	TOTAL HOURS	

Final Check:

Min. hours required 18
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 6 hours in residence
Must use same catalog for both major and minor

DEGREE AUDIT CHECK LIST
(MINOR-JOUM) Journalism

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		**Hrs**
JOUR	2133 2143 2263	9
JOUR	9 HRS FROM: 2143 2253 3143 3153 3173 3183 3193 3273 4073 4133 4143 4173	9
	TOTAL MINOR HOURS (18)	
	TOTAL HOURS	

Final Check:

Min. hours required 18
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 6 hours in residence
Must use same catalog for both major and minor

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	May 15, 2024

Title	Signature	Date
Department Head David J. Eshelman	David J. Eshelman	6-17-21
Dean Jeffrey Cass	Jeffrey Cass	6-19-24

PROGRAM TITLE:

Minor in Speech Communication

Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.)

Change name to Minor in Communication (drop "Speech")

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.
   N/ A

b. Explain the rationale for the cosmetic course change.

   The BA in Speech (Speech Comm) became the BA in Communication in 2023. The minor was neglected in the process and should be altered to fit the new name for the associated BA

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.

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Registrar's Office

SPEECH COMMUNICATION MINOR

Dr. David Eshelman, Department Head
Energy Center 124
(479) 964-0890
deshelman@atu.edu

The minor in speech communication is designed for students with any major who recognize the need for communication skills in order to achieve their career goals.

Curriculum

Code	Title	Hours
COMM 2003	Public Speaking	3
COMM 3123	Argumentation	3
12 hours of 3000 or 4000 level COMM Electives		12
Total Hours		**18**

DEGREE AUDIT CHECK LIST
(MINOR-CM) Speech Communication

~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		Hrs
COMM	2003 3123	6
COMM	(12 HRS UD)	12
	TOTAL MINOR HOURS (18)	
	TOTAL HOURS	

Final Check:

Min. hours required 18
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 6 hours in residence
Must use same catalog for both major and minor

DEGREE AUDIT CHECK LIST
(MINOR-CM) Communication

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		**Hrs**
COMM	2003 3123	6
COMM	(12 HRS UD)	12
	TOTAL MINOR HOURS (18)	
	TOTAL HOURS	

Final Check:

Min. hours required 18
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 6 hours in residence
Must use same catalog for both major and minor

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Communication and Media Studies	5/15/2024

Title	Signature	Date
Department Head David J. Eshelman	David J Eshelman	6-17-24
Dean Jeffrey Cass	Jeffrey J Cass	6-19-24
Assessment ~~Dr. Christine Aus~~tin	Amanda Gardner	7/23/24
Registrar Ms. Tammy Weaver	Tammy Weaver	7/26/24
Vice President for Academic Affairs Dr. Adolfo Santos		

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: Minor in Social Media

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JUN 19 2024

Registrar's Office

Outline change in program:
Cut from required courses: Comm 4153 Persuasive Theory and Audience Analysis, Jour 3173 Public Relations Principles, Jour 3273 Public Relations Writing, Jour 4083 Internet Communication or Jour 4123 Laws of Communication
Add to required courses: Jour 4563 Sound Design for Moving Image or Jour 2253 Basic Video Production, Mkt 3063 Social Media Marketing, Th 4293 Social Media Influencing

What impact will the change have on staffing, on other programs and space allocation?
N/A

Answer the following Assessment questions:

a. How does the program change align with the university mission?
   This change aligns with the university's progressive intellectual development goal by providing cutting-edge programs to our students that prepare them for the future. This change keeps the program current.
b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.
   N/A
c. What is the rationale for this program change?
   1. How will the program change impact learning for students enrolled in this program?
      The changes aim to make the program more practical and more targeted on social media. As the university develops additional coursework in the areas of social media and digital content creation, these courses need to be included in the social media minor.
   2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.
      At our departmental curriculum meetings, the faculty have discussed students wanting a revamp of this minor. We dealt first with larger departmental issues (fixing the journalism and comm majors, adding the digital content creation major) and then turned our attention to this minor.
b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.
   The discipline of social media is changing rapidly with technological innovation. The new courses emphasize practical skills with additional emphasis on content creation. The change also reduces the number of required hours, bringing the minor more in line with other ATU minors.
c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)
   As a minor, many of the courses will be assessed with the theatre & film production, journalism, and digital content creation degrees. Shared goals include visual storytelling (theatre & film production), using various media formats (journalism), demonstrating knowledge of media's role (journalism), film-making (digital content creation), and building and online presence (digital content creation).

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.

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected:	This department
School of Business -Marketing	☑ supports ☐ does not support the change.
Comments: Adding MKT 3063 Social Media Marketing to Social Media minor.	

Department Head Signature: Kevin Mason

Date: 6/19/2024

SOCIAL MEDIA MINOR

Dr. David Eshelman, Department Head
Energy Center 124
(479) 964-0890
deshelman@atu.edu

The minor in social media will provide students outside of the Department of Communication and Journalism the opportunity to gain general and practical knowledge and skills that will be beneficial to them and expand their career options.

Curriculum

Code	Title	Hours
~~COMM 4153~~	~~Persuasive Theory and Audience Analysis~~	3
JOUR 2163	Introduction to Multimedia	3
~~JOUR 3173~~	~~Public Relations Principles~~	3
~~JOUR 3273~~	~~Public Relations Writing~~	3
JOUR 4023	Social Media	3
~~JOUR 4083~~	~~Internet Communication~~	3
~~or JOUR 4123~~	~~Laws of Communication~~	
MKT 3163	Consumer Behavior	3
or PSY 2023	Consumer Psychology	
Total Hours		**21**

JOUR 2253 Basic Video Production
JOUR 4563 Sound Design for Moving Image
MKT 3063 Social Media Marketing
TH 4293 Social Media Influencing

DEGREE AUDIT CHECK LIST
(MINOR-SM) Social Media

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		Hrs
JOUR	2163 ~~3173~~ ~~3273~~ 4023 2253 4563	12
~~JOUR~~	~~4083 or 4123~~	~~3~~
~~COMM~~	~~4153~~	~~3~~
	MKT 3163 or PSY 2023	3
MKT	3063	3
TH	4293	3
	TOTAL MINOR HOURS (21)	
	TOTAL HOURS	

Final Check:

Min. hours required 21
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 6 hours in residence
Must use same catalog for both major and minor

DEGREE AUDIT CHECK LIST
(MINOR-SM) Social Media

2025-26

Date	
Grade Point	**Graduation Date**

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		Hrs
JOUR	2163 2253 4023 4563	12
MKT	3063	3
	MKT 3163 or PSY 2023	3
TH	4293	3
	TOTAL MINOR HOURS (21)	
	TOTAL HOURS	

Final Check:

Min. hours required 21
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 6 hours in residence
Must use same catalog for both major and minor

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
History & Political Science	3/13/24

Title	Signature	Date
Department Head Aaron McArthur		14 Mar 24
Dean Jeffrey Cass		3/24/24

PROGRAM TITLE:

BA History

Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.)

Add HIST 3273 (Digital History) to the list of classes that fulfill the requirement for a 3000-4000 public history course. This change will impact footnote 5 and the junior year spring semester.

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.
   This course was originally designed to support the BA Public History. While that major is gone, the class is still in demand in large part due to its emphasis on methods for practicing public history digitally.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in BA History (enter title for program changing)	
Freshman Fall Semester Add/Change: n/a Delete: n/a Total Hours: 14	Freshman Spring Semester Add/Change: n/a Delete: n/a Total Hours: 16
Sophomore Fall Semester Add/Change: n/a Delete: n/a Total Hours: 15	Sophomore Spring Semester Add/Change: n/a Delete: n/a Total Hours: 15
Junior Fall Semester Add/Change: n/a Delete: n/a Total Hours: 15	Junior Spring Semester Add/Change: Add HIST 3273 (Digital History) to list of applicable 3000-4000 public history classes for footnote 5 for spring semester junior year Delete: n/a Total Hours: 15
Senior Fall Semester Add/Change: n/a Delete: n/a Total Hours: 15	Senior Spring Semester Add/Change: n/a Delete: n/a Total Hours: 15
Total Program Hours: 120	

HISTORY, BACHELOR OF ARTS

Dr. Aaron McArthur, Department Head
Witherspoon Hall, Room 255
(479) 968-0455
amcarthur2@atu.edu

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I [1]	3	
HIST 1503	World History to 1500	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
TECH 1001	Orientation to the University	1	
	Hours	**14**	
Spring			
ENGL 1023	Composition II [1]	3	
HIST 1513	World History since 1500	3	
POLS 2003	American Government	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective [5]		3	
	Hours	**16**	
Sophomore			
Fall			
ANTH 2003 or SOC 1003	Cultural Anthropology or Introductory Sociology	3	
Beginning Language I [2]		3	
ECON 2003	Principles of Macroeconomics	3	
GEOG 2013	Regional Geography of the World	3	
HIST 2003	United States History to 1877	3	
	Hours	**15**	
Spring			
Beginning Language II [2]		3	
GEOG Elective (3000-4000 level)		3	
HIST 2013	United States History since 1877	3	
HIST 2513	Sources and Methods in History	3	
Elective		3	
	Hours	**15**	
Junior			
Fall			
HIST 2203	Introduction to Public History	3	
HIST Elective (3000-4000 level) [3]		3	
HIST Elective (3000-4000 level) [4]		3	
Elective [5]		6	
	Hours	**15**	
Spring			
HIST Elective (3000-4000 level) [6]		3	
Elective [5]		12	
	Hours	**15**	
Senior			
Fall			
HIST Elective (3000-4000 level) [3,7]		3	

Elective [5,7]		12	
	Hours	**15**	
Spring			
HIST 4153	History of Arkansas	3	
HIST 4963	Senior Seminar	3	
HIST Elective (3000-4000 level) [4,7]		3	
Elective [5,7]		6	
	Hours	**15**	
	Total Hours	**120**	

1. See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)."
2. Must be in one language. Students may waive three hours of language requirement for every one year of language study in high school with grades of "C" or better.
3. HIST class must be in the sub-field of United States History.
4. HIST class must be in the sub-field of European or World History.
5. At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.
6. HIST class must be in the sub-field of Public History
7. Students admitted to the accelerated BA History to MA History may substitute six (6) hours of 5000 and 6000-level history courses for 4000-level courses.

Learning Outcomes

Students who complete the program will:

- experience an immersion in historical reasoning and knowledge of the past that includes an understanding of the development of human society and culture, as well as the interrelationships between causation and change.
- demonstrate the ability to gather, analyze, evaluate, and integrate relevant information.
- demonstrate the ability to draw informed and reasoned (or logical) conclusions about the subject matter.
- demonstrate the ability to state a thesis or hypothesis, defend and test it.
- demonstrate the ability to gather, organize, and synthesize appropriate information to draw reasonable conclusions.
- should demonstrate the ability to acknowledge and cite sources for information in an acceptable format.
- test, apply and develop the skills and techniques of the discipline either in or outside the classroom.
- develop a habit of life-long learning as an informed, active and engaged citizen.

DEGREE AUDIT CHECK LIST
(BA-HST) History
~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		0
SOC SCI		0
FINE ART/HUM		0
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		18
Electives		
TOTAL ELECTIVE HOURS (16 UD)		42

Major Requirements		Hrs
HIST	1503** 1513** 2003** 2013** 2203 2513 4153 4963	
Public HIST 3 HR	3223 3243 3283 4293 4403 3273	
US HIST 6 HR	3013 3023 3033 3043 3063 3073 3083 3103 3123 4013 4023 4033 4053 4073 4083 4093 4123 4133 4143 4163 4173 4183 4193 4203 4213 4233 4293 4813	
WORLD/ EURO 6 HR	3313 3323 3413 3423 3433 3443 3453 3463 3473 3483 3493 3503 3513 3533 3543 3553 3563 3573 3603 3613 3623 3633 3703 3803 4023 4483 4503 4513 4813 4823	39
ANTH/ SOC	ANTH 2003 OR SOC 1003	3
ECON	2003	3
GEOG	2013	3
GEOG	(3 HRS UD)	3
POLS	2003	3
FOR LANG	(ONE LANG) 1013** 1023**	6
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BA-HST) History
2025-26

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		0
SOC SCI		0
FINE ART/HUM		0
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**18**
Electives		
TOTAL ELECTIVE HOURS (16 UD)		**42**

Major Requirements		Hrs
HIST	1503** 1513** 2003** 2013** 2203 2513 4153 4963	
Public HIST 3 HR	3223 3243 3273 3283 4293 4403	
US HIST 6 HR	3013 3023 3033 3043 3063 3073 3083 3103 3123 4013 4023 4033 4053 4073 4083 4093 4123 4133 4143 4163 4173 4183 4193 4203 4213 4233 4293 4813	
WORLD/ EURO 6 HR	3313 3323 3413 3423 3433 3443 3453 3463 3473 3483 3493 3503 3513 3533 3543 3553 3563 3573 3603 3613 3623 3633 3703 3803 4023 4483 4503 4513 4813 4823	39
ANTH/ SOC	ANTH 2003 OR SOC 1003	3
ECON	2003	3
GEOG	2013	3
GEOG	(3 HRS UD)	3
POLS	2003	3
FOR LANG	(ONE LANG) 1013** 1023**	6
	TOTAL MAJOR HOURS	**60**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
◆ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **1191**
Official Catalog Title: **Vocal Diction**	
Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **remove "Offered: Spring"**	
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. **Update description to accurately reflect current practice.**	
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.	

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **1431**
Official Catalog Title: **Class Piano III**	
Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **add to prerequisite "Music Majors Only"**	
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. **Update description to accurately reflect current practice.**	
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.	

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **1441**

Official Catalog Title: **Class Piano ~~III~~ IV**

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **add to prerequisite "Music Majors Only"**

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.
Update description to accurately reflect current practice.

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.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **2191**

Official Catalog Title: **Vocal Diction II**

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **remove "Offered: Fall"**

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.
Update description to accurately reflect current practice.

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.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **2703**
Official Catalog Title: **Music Technology**	
Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **remove from prerequisite "with junior standing"**	
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. **Update description to accurately reflect current practice.**	
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.	

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003)

Official Catalog Title: All **3000** level **Applied Music** instrumental lessons

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **Change prerequisites from "Passage of sophomore barrier" to "Passage of MUS 2000"**

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.
Update description to accurately reflect current practice.

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.

ARKANSAS TECH UNIVERSITY™

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **3421**

Official Catalog Title: **Woodwind Instruments, Double Reeds**

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **remove "Offered. Fall"**

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.
Update description to accurately reflect current practice.

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.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **3431**

Official Catalog Title: **Woodwind Instruments, Single Reeds**

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **remove "Offered. Spring"**

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.
Update description to accurately reflect current practice.

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.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **3442**

Official Catalog Title: **Piano Pedagogy**

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **Change prerequisites from "Pass piano sophomore barrier" to "Passage of MUS 2000"**

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.
Update description to accurately reflect current practice.

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.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **3481**
Official Catalog Title: **Stringed Instruments**	
Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **remove "Offered. Fall"**	
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. **Update description to accurately reflect current practice.**	
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.	

ARKANSAS TECH UNIVERSITY™

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **3762**

Official Catalog Title: **Instrumental and Choral Arranging**

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **remove "Offered. Spring"**

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.
Update description to accurately reflect current practice.

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.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Music	**5/31/2024**

Title	Signature	Date
Department Head **Jeff Bright**		**5/31/2024**
Dean **Jeff Cass**		06/01/24

Course Subject: (e.g., ACCT, ENGL) **MUS**	Course Number: (e.g., 1003) **4832**

Official Catalog Title: **Vocal Pedagogy**

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) **remove "Offered. Spring"**

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.
Update description to accurately reflect current practice.

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.

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
Music	06/01/2024

Title	Signature	Date
Department Head Jeff Bright		06/01/2024
Dean		

PROGRAM TITLE: Bachelor of Arts Music

Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.)
Reorganization of Courses Listed in the Matrix

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.
Equalize number of hours required each semester and faculty load reassignment due to new hires.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in **Bachelor of Arts Music** (enter title for program changing)	
Freshman Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15	Freshman Spring Semester Add/Change: Science Lab GE Delete: MUS 2003 Survey of Music History Total Hours: 15
Sophomore Fall Semester Add/Change: 6 Elective hours Delete: Science Lab GE Total Hours: 16	Sophomore Spring Semester Add/Change: MUS 2003 Survey of Music History Delete: Science Lab GE Total Hours: 16
Junior Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 16	Junior Spring Semester Add/Change: Science Lab GE Delete: 6 Elective hours Total Hours: 15
Senior Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 14	Senior Spring Semester Add/Change: NO CHANGES Delete: Total Hours: 13
Total Program Hours 120	

MUSIC, BACHELOR OF ARTS

Dr. Jeff Bright, Associate Dean
Witherspoon Hall, Room 239B
(479) 968-0369
jbright6@atu.edu

An audition, demonstrating acceptable musical preparation, is required prior to enrollment as a major in music.

To meet the requirements for the baccalaureate degree in music, the student must complete 120 semester hours, including:

- 8 hours of applied music and successful completion of the Sophomore Barrier and Keyboard Proficiency Exams,
- 4 hours in major ensembles (band or choir),
- 16 hours in music theory and ear training; and
- 9 hours of music history.

See the Department of Music (https://catalog.atu.edu/undergraduate/programs/arts-humanities/music/) page for additional requirements.

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I	3	
MATH XXXX	Mathematics [1]	3	
MUS 1000	Recital Attendance	0	
MUS 1__2 [2]		2	
MUS 1411	Class Piano I [3]	1	
Select one of the following: [5]		1	
MUS 1501	Band		
MUS 1571	University Choir		
MUS 1681	Concert Chorale		
MUS 1713	Theory I	3	
MUS 1731	Ear Training I	1	
MUS 1751	Orientation to Music	1	
	Hours	**15**	
Spring			
ENGL 1023	Composition II	3	
MUS 1000	Recital Attendance	0	
MUS 1__2 [2]		2	
MUS 1421	Class Piano II [3]	1	
MUS 1440	Piano Proficiency	0	
Select one of the following: [5]		1	
MUS 1501	Band		
MUS 1571	University Choir		
MUS 1681	Concert Chorale		
MUS 1723	Theory II	3	
MUS 1741	Ear Training II	1	
~~MUS 2003~~ SCIL 1XXX	~~Survey of Music History~~	~~3~~ 4	
	Hours	~~14~~ 15	
Sophomore			
Fall			
Beginning Language I [8]		3	
MUS 1000	Recital Attendance	0	

MUS 1__2 [2]		2	
Select one of the following: [5]		1	
MUS 1501	Band		
MUS 1571	University Choir		
MUS 1681	Concert Chorale		
MUS 2713	Theory III	3	
MUS 2731	Ear Training III	1	
~~SCIL 1XXX~~ Elective [6]	~~Science with Laboratory~~ [1]	~~4~~ 6	
	Hours	~~14~~ 16	
Spring			
Beginning Language II [8]		3	
MUS 1000	Recital Attendance	0	
MUS 1__2 [2]		2	
Select one of the following: [5]		1	
MUS 1501	Band		
MUS 1571	University Choir		
MUS 1681	Concert Chorale		
MUS 2000	Applied Competency [4]	0	
MUS 2723	Theory IV	3	
MUS 2741	Ear Training IV	1	
~~SCIL 1XXX~~ MUS 2003	~~Science with Laboratory~~ [1]	~~4~~ 3	
USHG 1XXX	U.S. History and Government [1]	3	
	Hours	~~17~~ 16	
Junior			
Fall			
MUS 3000	Recital Attendance	0	
MUS 3773	History of Music I	3	
MUS 3801	Principles of Conducting	1	
SS 1XXX	Social Science Courses [1]	3	
Electives (3000-4000) [6,7]		9	
	Hours	**16**	
Spring			
MUS 3000	Recital Attendance	0	
MUS 3783	History of Music II	3	
MUS 4801	Advanced Conducting	1	
Elective (3000-4000) [6,7]		7	
~~Elective~~ [6] SCIL 1XXX		~~6~~ 4	
	Hours	~~17~~ 15	
Senior			
Fall			
Elective (3000-4000) [6,7]		9	
Elective [6]		5	
	Hours	**14**	
Spring			
SS 1XXX	Social Science Courses [1]	3	
Elective (3000-4000) [6,7]		9	
Elective [6]		1	
	Hours	**13**	
	Total Hours	**120**	

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

2 See course descriptions for the appropriate applied music course number.
3 Class piano or applied piano must be taken each semester until successful completion of Piano Proficiency.
4 Required for enrollment in upper-level applied study for two-hour credit and for completion for all music degrees.
5 Concurrent enrollment in a major ensemble (MUS 1501 Band, MUS 1631 Symphonic Wind Ensemble, MUS 1571 University Choir, MUS 1581 Choral Artists, MUS 1681 Concert Chorale, MUS 3501 Band, MUS 3631 Symphonic Wind Ensemble, MUS 3571 University Choir, MUS 3581 Choral Artists, or MUS 3681 Concert Chorale) is required to be eligible to enroll in applied study. Only one credit per semester may be used to fulfill the major ensemble requirement.
6 At least 66 hours must be non-music hours (26 hours General Education courses, 6 hours Foreign Language courses, and 34 hours Elective courses.
7 At least 40 of the 120 hours required for graduation must be earned in 3000-4000 level courses.
8 All minimum college hours (at least two semesters) should be in one language. Students with previous study in a foreign language should refer to Foreign Language Advanced Placement and Credit under Credit by Examination. Students may waive three hours of language requirements for every one year of language study in high school with grades of "C" or better.

Learning Outcomes

Students who complete the program:

- will be able to demonstrate technical skills for artistic self-expression in at least one major performance area.
- will be able to identify the repertoire in their major performance area and perform a cross-section of that literature.
- will be able to read music at sight fluently.
- will have the knowledge and skills to lead and collaborate on matters of musical interpretation.
- will be able to analyze music in historical, cultural, and stylistic contexts.
- will be able to identify the common elements and organizational patterns of music.
- will be able to create original or derivative music compositions.
- will demonstrate functional keyboard skills.
- will be able to demonstrate an understanding of stylistic characteristics of historically significant periods of Western music, including representative repertoires.

DEGREE AUDIT CHECK LIST
(BA-MUS) Music
~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		0
FINE ART/HUM		0
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		26
Electives		
(66 hrs of non-music)		
TOTAL ELECTIVE HOURS (32 UD)		46

Major Requirements		Hrs
MUS	1440 1411 1421 1713 1723 1731 1741 ♦1751 2000 2003** 2713 2723	
	2731 2741 3773 3783 3801 4801	30
MUS	APPLIED (1__2)	8
MUS	ENSEMBLES (1501, 1571, or 1681)	4
MUS	1000 (4 SEM)	
MUS	3000 (2 SEM)	
FOR LANG	(ONE LANG) 1013** 1023**	6
	TOTAL MAJOR HOURS	48
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BA-MUS) Music
2024-25

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		0
FINE ART/HUM		0
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		**26**
Electives		
(66 hrs of non-music)		
TOTAL ELECTIVE HOURS (32 UD)		**46**

Major Requirements		Hrs
MUS	1440 1411 1421 1713 1723 1731 1741 ♦1751 2000 2003** 2713 2723	
	2731 2741 3773 3783 3801 4801	30
MUS	APPLIED (1__2)	8
MUS	ENSEMBLES (1501, 1571, or 1681)	4
MUS	1000 (4 SEM)	
MUS	3000 (2 SEM)	
FOR LANG	(ONE LANG) 1013** 1023**	6
	TOTAL MAJOR HOURS	**48**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
Music	06/01/2024

Title	Signature	Date
Department Head Jeff Bright		06/01/2024
Dean		06/01/24

PROGRAM TITLE: Bachelor of Musical Arts

Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.)
Reorganization of Courses Listed in the Matrix

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.
Equalize number of hours required each semester and faculty load reassignment due to new hires.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in **Bachelor of Musical Arts** (enter title for program changing)	
Freshman Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15	Freshman Spring Semester Add/Change: Science Lab GE Delete: MUS 2003 Survey of Music History Total Hours: 15
Sophomore Fall Semester Add/Change: 1 Hours MUS Elective Delete: 3 Hours of MUS Elective Total Hours: 15	Sophomore Spring Semester Add/Change: MUS 2003 Survey of Music History 2 Hours MUS Elective Delete: Science Lab GE Total Hours: 15
Junior Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15	Junior Spring Semester Add/Change: NO CHANGES Delete: Total Hours: 16
Senior Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15	Senior Spring Semester Add/Change: NO CHANGES Delete: Total Hours: 14
Total Program Hours 120	

MUSIC ARTS, BACHELOR OF MUSIC ARTS

Dr. Jeff Bright, Associate Dean
Witherspoon Hall, Room 239B
(479) 968-0369
jbright6@atu.edu

An audition, demonstrating acceptable musical preparation, is required prior to enrollment as a major in music.

To meet the requirements for the baccalaureate degree in music arts, the student must complete 120 semester hours, including:

- 12 hours of applied music and successful completion of the Sophomore Barrier and Keyboard Proficiency Exams,
- 6 hours in major ensembles (band or choir),
- 16 hours in music theory and ear training; and
- 9 hours of music history.

See the Department of Music (https://www.atu.edu/catalog/dev/undergraduate/colleges/arts_humanities/music/)page for additional requirements.

Curriculum

Course	Title	Hours	Completed
Freshman			
Fall			
ENGL 1013	Composition I	3	
MATH XXXX	Mathematics [1]	3	
MUS 1000	Recital Attendance	0	
MUS 1__2 [2]		2	
MUS 1411	Class Piano I [3]	1	
Select one of the following: [5]		1	
MUS 1501	Band		
MUS 1571	University Choir		
MUS 1681	Concert Chorale		
MUS 1713	Theory I	3	
MUS 1731	Ear Training I	1	
MUS 1751	Orientation to Music	1	
	Hours	**15**	
Spring			
ENGL 1023	Composition II	3	
MUS 1000	Recital Attendance	0	
MUS 1__2 [2]		2	
MUS 1421	Class Piano II [3]	1	
MUS 1440	Piano Proficiency	0	
Select one of the following: [5]		1	
MUS 1501	Band		
MUS 1571	University Choir		
MUS 1681	Concert Chorale		
MUS 1723	Theory II	3	
MUS 1741	Ear Training II	1	
~~MUS 2003~~ SCIL 1XXX Science with Laboratory	~~Survey of Music History~~	~~3~~ 4	
	Hours	~~14~~ 15	
Sophomore			
Fall			
MUS 1000	Recital Attendance	0	
MUS 1__2 [2]		2	
Select one of the following: [5]		1	
MUS 1501	Band		
MUS 1571	University Choir		
MUS 1681	Concert Chorale		
MUS 2713	Theory III	3	
MUS 2731	Ear Training III	1	
Music Elective		~~3~~ 1	

SCIL 1XXX	Science with Laboratory [1]	4	
Elective		3	
	Hours	~~17~~ 15	
Spring			
MUS 1000	Recital Attendance	0	
MUS 1__2 [2]		2	
Select one of the following: [5]		1	
MUS 1501	Band		
MUS 1571	University Choir		
MUS 1681	Concert Chorale		
MUS 2000	Applied Competency [4]	0	
MUS 2723	Theory IV	3	
MUS 2741	Ear Training IV	1	
~~SCIL 1XXX~~	~~Science with Laboratory~~ [1]	~~4~~	
USHG 1XXX	U.S. History and Government [1]	3	
MUS 2003 Survey of Music History		3	
Music Elective			
	Hours	~~14~~ 2/15	
Junior			
Fall			
MUS 3000	Recital Attendance	0	
MUS 3__2 [2]		2	
Select one of the following: [5]		1	
MUS 3501	Band		
MUS 3571	University Choir		
MUS 3681	Concert Chorale		
MUS 3773	History of Music I	3	
MUS 3801	Principles of Conducting	1	
Music Elective (3000-4000 level)		2	
SS 1XXX	Social Science Courses [1]	3	
Elective (3000-4000 level)		3	
	Hours	**15**	
Spring			
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
MUS 3000	Recital Attendance	0	
MUS 3__2 [2]		2	
Select one of the following: [5]		1	
MUS 3501	Band		
MUS 3571	University Choir		
MUS 3681	Concert Chorale		
MUS 3783	History of Music II	3	
MUS 4801	Advanced Conducting	1	
Music Elective (3000-4000 level)		3	
SFHS 1XXX	Social Sciences/Fine Arts/ Humanities/Communication Courses [1]	3	
	Hours	**16**	
Senior			
Fall			
Music Elective (3000-4000 level)		3	
Music Elective or Elective (3000-4000 level)		6	
Elective (3000-4000 level)		6	
	Hours	**15**	
Spring			
Music Elective (3000-4000 level)		5	
SS 1XXX	Social Science Courses [1]	3	
Elective (3000-4000 level)		6	
	Hours	**14**	
	Total Hours	**120**	

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

2 See course descriptions for the appropriate applied music course number.
3 Class piano or applied piano must be taken each semester until successful completion of Piano Proficiency.
4 Required for enrollment in upper-level applied study for two-hour credit and for completion for all music degrees.
5 Concurrent enrollment in a major ensemble (MUS 1501 Band, MUS 1631 Symphonic Wind Ensemble, MUS 1571 University Choir, MUS 1581 Choral Artists, MUS 1681 Concert Chorale, MUS 3501 Band, MUS 3631 Symphonic Wind Ensemble, MUS 3571 University Choir, MUS 3581 Choral Artists, or MUS 3681 Concert Chorale) is required to be eligible to enroll in applied study. Only one credit per semester may be used to fulfill the major ensemble requirement.

Learning Outcomes

Students who complete the program:

- will be able to demonstrate technical skills for artistic self-expression in at least one major performance area.
- will be able to identify the repertoire in their major performance area and perform a cross-section of that literature.
- will be able to read music at sight fluently.
- will have the knowledge and skills to lead and collaborate on matters of musical interpretation.
- will be able to analyze music in historical, cultural, and stylistic contexts.
- will be able to identify the common elements and organizational patterns of music.
- will be able to create original or derivative music compositions.
- will demonstrate functional keyboard skills.
- will be able to demonstrate an understanding of stylistic characteristics of historically significant periods of Western music, including representative repertoires.

DEGREE AUDIT CHECK LIST
(BMA-MUA) Music Arts
~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI	(6-9)	
SOC SCI		
SOC SCI		
FINE ART/HUM	(3-6)	
FINE ART/HUM		
FINE ART/HUM		
COMM	(0-3)	12
TECH 1001 ♦		0
TOTAL GEN ED HOURS		32
Electives		
TOTAL ELECTIVE HOURS (15 UD)		24

Major Requirements		Hrs
MUS	1440 1411 1421 1713 1723 1731 1741 ♦1751 2000 **2003 2713 2723 2731 2741 3773 3783 3801 4801	30
MUS Elect	16 (13 UD)	16
1000	(4 semesters)	
3000	(2 semesters)	
1__2	Applied Lessons	8
3__2	Applied Lessons	4
	1501 1571 1681	4
	3501 3571 3681	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	64
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BMA-MUA) Music Arts
2025-26

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI	(6-9)	
SOC SCI		
SOC SCI		
FINE ART/HUM	(3-6)	
FINE ART/HUM		
FINE ART/HUM		
COMM	(0-3)	12
TECH 1001 ♦		0
TOTAL GEN ED HOURS		**32**
Electives		
TOTAL ELECTIVE HOURS (15 UD)		**24**

Major Requirements		Hrs
MUS	1440 1411 1421 1713 1723 1731 1741 ♦1751 2000 **2003 2713 2723 2731 2741 3773 3783 3801 4801	30
MUS Elect	16 (13 UD)	16
1000	(4 semesters)	
3000	(2 semesters)	
1__2	Applied Lessons	8
3__2	Applied Lessons	4
	1501 1571 1681	4
	3501 3571 3681	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	**64**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
Music	06/01/2024

Title	Signature	Date
Department Head Jeff Bright		06/01/2024
Dean		06/01/24

PROGRAM TITLE: Music for Teacher Licensure (Instrumental Music)
Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.) **Reorganization of Courses Listed in the Matrix**
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. **Equalize number of hours required each semester and faculty load reassignment due to new hires.**
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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in **Music for Teacher Licensure (Instrumental Music)** (enter title for program changing)	
Freshman Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 16	Freshman Spring Semester Add/Change: Social Sciences GE Delete: MUS 2003 Survey of Music History Total Hours: 17
Sophomore Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15	Sophomore Spring Semester Add/Change: MUS 2003 Survey of Music History Delete: SEED 2113 Human Dev. & Learning Total Hours: 16
Junior Fall Semester Add/Change: MUS 2703 Music ~~Ed~~ Technology Delete: MUS 3901 Methods 1 Total Hours: 17	Junior Spring Semester Add/Change: MUS 3901 Methods 1 SEED 2113 Human Dev. & Learning Delete: MUS 2703 Music ~~Ed~~ Technology MUS 4901 Methods 2 Social Sciences GE Total Hours: 15
Senior Fall Semester Add/Change: MUS 4901 Methods 2 Delete: Total Hours: 15	Senior Spring Semester Add/Change: NO CHANGE Delete: Total Hours: 12
Total Program Hours 123	

MUSIC EDUCATION - INSTRUMENTAL MUSIC OPTION FOR TEACHER LICENSURE, BACHELOR OF MUSIC EDUCATION

Dr. Jeff Bright, Associate Dean
Witherspoon Hall, 239B
(479) 968-0369
jbright6@atu.edu

An audition, demonstrating acceptable musical preparation, is required prior to enrollment as a major in music.

See the College of Education and Health *(https://catalog.atu.edu/undergraduate/programs/education-health/) page for additional requirements.*

For licensure, students must pass the Praxis II music specialty and Principles of Learning and Teaching exam.

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	3	
MATH XXXX	Mathematics [1]	3	
MUS 1000	Recital Attendance	0	
MUS 1__2 [2,9]		2	
MUS 1411	Class Piano I [3]	1	
MUS 1501	Band [9]	1	
MUS 1713	Theory I	3	
MUS 1731	Ear Training I	1	
MUS 1751	Orientation to Music	1	
MUS 2441	Class Voice	1	
	Hours	**16**	
Spring			
COMM 2003	Public Speaking	3	
ENGL 1023	Composition II	3	
MUS 1__2 [2,9]		2	
MUS 1000	Recital Attendance	0	
MUS 1421	Class Piano II [3]	1	
MUS 1440	Piano Proficiency	0	
MUS 1501 or MUS 1631	Band [9] or Symphonic Wind Ensemble	1	
MUS 1723	Theory II	3	
MUS 1741	Ear Training II	1	
~~MUS 2003~~ SS1XXX	~~Survey of Music History~~ Social Sciences Course	~~3~~ 3	
	Hours	**17**	
Sophomore			
Fall			
MUS 1000	Recital Attendance	0	
MUS 1__2 [2,9]		2	
MUS 1501	Band [9]	1	
MUS 2713	Theory III	3	
MUS 2731	Ear Training III	1	
MUS 3481	Stringed Instruments	1	
SCIL 1XXX	Science with Laboratory [1]	4	
SEED 2003	Education as a Profession	3	
	Hours	**15**	
Spring			
MUS 1000	Recital Attendance	0	
MUS 1__2 [2,9]		2	

MUS 1501 or MUS 1631	Band [9] or Symphonic Wind Ensemble	1	
MUS 2000	Applied Competency [4]	0	
MUS 2723	Theory IV	3	
MUS 2741	Ear Training IV	1	
MUS 3401	Brass Instruments	1	
MUS 4461	Percussion Instruments	1	
SCIL 1XXX	Science with Laboratory [1]	4	
~~SEED 2113~~ MUS 2003 Survey of Music History	~~Human Development and Learning Theories~~	~~3~~ 3	
	Hours	**16**	
Junior			
Fall			
MUS 3000	Recital Attendance	0	
MUS 3__2 [2,9]		2	
MUS 3431	Woodwind Instruments, Single Reeds	1	
MUS 3501	Band [9]	1	
MUS 3762	Instrumental and Choral Arranging	2	
MUS 3773	History of Music I	3	
MUS 3801	Principles of Conducting	1	
~~MUS 3901~~ MUS 2703 Music Technology	~~Secondary Music Methods and Materials I~~ [6]	~~1~~ 3	
MUS 4971	Marching Band Techniques	1	
USHG 1XXX	U.S. History and Government	3	
	Hours	~~15~~ 17	
Spring			
~~MUS 2703~~	~~Music Technology~~	~~3~~	
MUS 3000	Recital Attendance	0	
MUS 3__2 [2,9]		2	
MUS 3421	Woodwind Instruments, Double Reeds	1	
MUS 3501 or MUS 3631	Band [9] or Symphonic Wind Ensemble	1	
MUS 3783	History of Music II	3	
MUS 3853	Music in the Elementary Classroom [5]	3	
MUS 4801	Advanced Conducting	1	
~~MUS 4901~~ MUS 3901 Secondary Music Methods and Materials 6	~~Secondary Music Methods and Materials II~~ [6]	~~1~~ 3	
~~SS 1XXX~~ SEED 2113 Human Development and Learning Theories	~~Social Science Courses~~	~~3~~	
	Hours	~~18~~ 15	
Senior			
Fall			
FAH 1XXX	Fine Arts and Humanities Courses	6	
MUS 3__2 [2,9]		2	
MUS 3501	Band [9]	1	
MUS 4000	Capstone Recital	0	
SEED 4553	Classroom Application of Educational Psychology [6]	3	
SPED 4052	Educating Diverse and Exceptional Learners [6]	2	
MUS 4901 Secondary Music Methods and Materials II 6		1	
SS 1XXX	Social Science Courses	3	
	Hours	~~17~~ 18	
Spring			
SEED 4503	Seminar in Secondary Education	3	

SEED 4809	Residency B [7,8]	9	
	Hours	**12**	
	Total Hours	**126**	

1 See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)".
2 See course descriptions for the appropriate applied music course number.
3 Class piano or applied piano must be taken each semester until successful completion of Piano Exit Exam.
4 Required for enrollment in two-credit hour and three-credit hour upper-level applied study and for the completion of all music degrees.
5 Prerequisite: successful completion of Piano Exit Exam.
6 Prerequisite: admission to Stage II.
7 See admission policy and procedure.
8 For licensure, students must pass the Praxis II music specialty and Principles of Learning and Teaching exam.
9 Concurrent enrollment in a major ensemble (MUS 1501 Band, MUS 1631 Symphonic Wind Ensemble, MUS 1571 University Choir, MUS 1581 Choral Artists, MUS 1681 Concert Chorale, MUS 3501 Band, MUS 3631 Symphonic Wind Ensemble, MUS 3571 University Choir, MUS 3581 Choral Artists, or MUS 3681 Concert Chorale) is required to be eligible to enroll in applied study. Only one credit per semester may be used to fulfill the major ensemble requirement.

Learning Outcomes

Students who complete the program:

- will be able to demonstrate technical skills for artistic self-expression in at least one major performance area.
- will be able to identify the repertoire in their major performance area and perform a cross-section of that literature.
- will be able to read music at sight fluently.
- will have the knowledge and skills to lead and collaborate on matters of musical interpretation.
- will be able to analyze music in historical, cultural, and stylistic contexts.
- will be able to identify the common elements and organizational patterns of music.
- will be able to create original or derivative music compositions.
- will demonstrate functional keyboard skills.
- will be able to demonstrate an understanding of stylistic characteristics of historically significant periods of Western music, including representative repertoires.
- will be able to create accurate and musically expressive performances with various types of performing groups and in general classroom situations.
- will be able to apply analytical and historical knowledge to curriculum development, lesson planning, daily classroom, and performance activities.
- will be able to identify appropriate content, methodologies, pedagogies, philosophies, materials, technologies, and curriculum development for classroom use.
- will be able to teach music to beginning students in their chosen areas of specialization.

Students who complete the program:

- will be able to demonstrate technical skills for artistic self-expression in at least one major performance area.
- will be able to identify the repertoire in their major performance area and perform a cross-section of that literature.
- will be able to read music at sight fluently.
- will have the knowledge and skills to lead and collaborate on matters of musical interpretation.
- will be able to analyze music in historical, cultural, and stylistic contexts.
- will be able to identify the common elements and organizational patterns of music.
- will be able to create original or derivative music compositions.
- will demonstrate functional keyboard skills.
- will be able to demonstrate an understanding of stylistic characteristics of historically significant periods of Western music, including representative repertoires.
- will be able to create accurate and musically expressive performances with various types of performing groups and in general classroom situations.
- will be able to apply analytical and historical knowledge to curriculum development, lesson planning, daily classroom, and performance activities.
- will be able to identify appropriate content, methodologies, pedagogies, philosophies, materials, technologies, and curriculum development for classroom use.
- will be able to teach music to beginning students in their chosen areas of specialization.

DEGREE AUDIT CHECK LIST
(BME-MUED-INS) Music Education - Instrumental Music

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		29
Electives		
TOTAL ELECTIVE HOURS		0

Major Requirements		Hrs
MUS	1440 1411 1421 1713 1723 1731 1741 ♦1751 2000 **2003 2441 2703 2713 2723 2731 2741 3401 3421 3431 3481 3762 3773 3783 3801 3853 3901 4000 4461 4701 4801 4901 4971	47
1000	(4 semesters)	
3000	(2 semesters)	
1__2		8
3__2		6
1501		2
1501/1631		2
3501		2
3501/3631		1
~COMM	(2003** or 2173)	3
SEED	2003 2113 4503 4553 4809	21
SPED	4052	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	94
	TOTAL HOURS	

Final Check:

Min. hours required 123
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

** Satisfying Gen Ed
♦ Satisfying Institutional Requirement
C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BME-MUED-INS) Music Education - Instrumental Music

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		**29**
Electives		
TOTAL ELECTIVE HOURS		**0**

Major Requirements		**Hrs**
MUS	1440 1411 1421 1713 1723 1731 1741 ♦1751 2000 **2003 2441 2703 2713 2723 2731 2741 3401 3421 3431 3481 3762 3773 3783 3801 3853 3901 4000 4461 4701 4801 4901 4971	47
1000	(4 semesters)	
3000	(2 semesters)	
1__2		8
3__2		6
1501		2
1501/1631		2
3501		2
3501/3631		1
~COMM	(2003** or 2173)	3
SEED	2003 2113 4503 4553 4809	21
SPED	4052	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	**94**
	TOTAL HOURS	

Final Check:

Min. hours required **123**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
Music	06/01/2024

Title	Signature	Date
Department Head Jeff Bright		06/01/2024
Dean		06/01/24

PROGRAM TITLE: Music for Teacher Licensure (Keyboard/Instrumental Music)

Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.)
Reorganization of Courses Listed in the Matrix

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.
Equalize number of hours required each semester and faculty load reassignment due to new hires.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in **Music for Teacher Licensure (Keyboard/Instrumental Music)** (enter title for program changing)	
Freshman Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15	Freshman Spring Semester Add/Change: History/Government GE Delete: MUS 2003 Survey of Music History Total Hours: 16
Sophomore Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15 or 16	Sophomore Spring Semester Add/Change: MUS 2003 Survey of Music History Delete: SEED 2113 Human Dev. & Learning Total Hours: 15, 16 or 17
Junior Fall Semester Add/Change: MUS 2703 Music Ed Technology Social Sciences GE Delete: MUS 3901 Methods 1 History Government GE Total Hours: 16 or 17	Junior Spring Semester Add/Change: MUS 3901 Methods 1 SEED 2113 Human Dev. & Learning Delete: MUS 2703 Music Ed Technology MUS 4901 Methods 2 Total Hours: 16 - 17
Senior Fall Semester Add/Change: MUS 4901 Methods 2 Delete: Social Sciences GE Total Hours: 15	Senior Spring Semester Add/Change: NO CHANGE Delete: Total Hours: 12
Total Program Hours 123	

MUSIC EDUCATION - KEYBOARD INSTRUMENTAL MUSIC OPTION FOR TEACHER LICENSURE, BACHELOR OF MUSIC EDUCATION

Dr. Jeff Bright
Witherspoon Hall, 239B
(479) 968-0369
jbright6@atu.edu

An audition, demonstrating acceptable musical preparation, is required prior to enrollment as a major in music.

See the College of Education and Health *(https://catalog.atu.edu/undergraduate/programs/education-health/) page for additional requirements.*

For licensure, students must pass the Praxis II music specialty and Principles of Learning and Teaching exam.

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	3	
MATH XXXX	Mathematics [1]	3	
MUS 1000	Recital Attendance	0	
MUS 1202	Applied Music - Piano [3]	2	
MUS 1501	Band [9]	1	
MUS 1713	Theory I	3	
MUS 1731	Ear Training I	1	
MUS 1751	Orientation to Music	1	
MUS 2441	Class Voice	1	
	Hours	**15**	
Spring			
COMM 2003	Public Speaking	3	
ENGL 1023	Composition II	3	
MUS 1000	Recital Attendance	0	
MUS 1202	Applied Music - Piano [3]	2	
MUS 1501 or MUS 1631	Band [9] or Symphonic Wind Ensemble	1	
MUS 1723	Theory II	3	
MUS 1741	Ear Training II	1	
~~MUS 2003~~ USHG1XXX	~~Survey of Music History~~	3	
	Hours	**16**	
Sophomore			
Fall			
MUS 1000	Recital Attendance	0	
MUS 1202	Applied Music - Piano [3]	2	
MUS 1501	Band [9]	1	
MUS 2201	Accompanying Seminar	1	
MUS 2713	Theory III	3	
MUS 2731	Ear Training III	1	
MUS 3481	Stringed Instruments	0-1	
SCIL 1XXX	Science with Laboratory [1]	4	
SEED 2003	Education as a Profession	3	
	Hours	**15-16**	
Spring			
MUS 1000	Recital Attendance	0	
MUS 1202	Applied Music - Piano	2	

MUS 1501 or MUS 1631	Band [9] or Symphonic Wind Ensemble	1	
MUS 2201	Accompanying Seminar	1	
MUS 2723	Theory IV	3	
MUS 2741	Ear Training IV	1	
MUS 1440	Piano Proficiency	0	
MUS 2000	Applied Competency [4]	0	
MUS 3401	Brass Instruments	0-1	
MUS 4461	Percussion Instruments	0-1	
SCIL 1XXX	Science with Laboratory [1]	4	
~~SEED 2113~~ MUS 2003	Human Development and ~~Learning Theories~~	3	
	Hours	**15-17**	
Junior			
Fall SS 1XXX		3	
MUS 3000	Recital Attendance	0	
MUS 3202	Applied Music - Piano	2	
MUS 3431	Woodwind Instruments, Single Reeds	0-1	
MUS 3501	Band [9]	1	
MUS 3762	Instrumental and Choral Arranging	2	
MUS 3773	History of Music I	3	
MUS 3801	Principles of Conducting	1	
~~MUS 3901~~	~~Secondary Music Methods and Materials I~~ [6]	~~1~~	
MUS 4971	Marching Band Techniques	1	
~~USHG 1XXX~~ MUS 2703	~~U.S. History and Government~~ [1]	3	
	Hours	~~14-15~~ 16-17	
Spring			
~~MUS 2783~~ SEED 2113	~~Music Technology~~	3	
MUS 3000	Recital Attendance	0	
MUS 3202	Applied Music - Piano	2	
MUS 3421	Woodwind Instruments, Double Reeds	0-1	
MUS 3442	Piano Pedagogy	2	
MUS 3501 or MUS 3631	Band [9] or Symphonic Wind Ensemble	1	
MUS 3783	History of Music II	3	
MUS 3853	Music in the Elementary Classroom [5]	3	
MUS 4801	Advanced Conducting	1	
~~MUS 4901~~ MUS 3901	~~Secondary Music Methods and Materials II~~ [6]	1	
	Hours	**16-17**	
Senior			
Fall MUS 4901		1	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
MUS 3202	Applied Music - Piano	2	
MUS 3501	Band [9]	1	
MUS 4000	Capstone Recital	0	
SEED 4553	Classroom Application of Educational Psychology [6]	3	
SPED 4052	Educating Diverse and Exceptional Learners [6]	2	
~~SS 1XXX~~ SS 1XXX	~~Social Science Courses~~ [1]	3 ~~6~~	
	Hours	~~17~~ 15	
Spring			
SEED 4503	Seminar in Secondary Education	3	

SEED 4809	Residency B [7,8]	9	
	Hours	**12**	
	Total Hours	**120-125**	

1 See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)."
2 See course descriptions for the appropriate applied music course number.
3 Class piano or applied piano must be taken each semester until successful completion of Piano Proficiency.
4 Required for enrollment in two-credit hour and three-credit hour upper-level applied study and for the completion of all music degrees.
5 Prerequisite: successful completion of Piano Exit Exam.
6 Prerequisite: admission to Stage II.
7 See admission policy and procedure.
8 For licensure, students must pass the Praxis II music specialty and Principles of Learning and Teaching exam.
9 Concurrent enrollment in a major ensemble (MUS 1501 Band, MUS 1631 Symphonic Wind Ensemble, MUS 1571 University Choir, MUS 1581 Choral Artists, MUS 1681 Concert Chorale, MUS 3501 Band, MUS 3631 Symphonic Wind Ensemble, MUS 3571 University Choir, MUS 3581 Choral Artists, or MUS 3681 Concert Chorale) is required to be eligible to enroll in applied study. Only one credit per semester may be used to fulfill the major ensemble requirement.

Learning Outcomes

Students who complete the program:

- will be able to demonstrate technical skills for artistic self-expression in at least one major performance area.
- will be able to identify the repertoire in their major performance area and perform a cross-section of that literature.
- will be able to read music at sight fluently.
- will have the knowledge and skills to lead and collaborate on matters of musical interpretation.
- will be able to analyze music in historical, cultural, and stylistic contexts.
- will be able to identify the common elements and organizational patterns of music.
- will be able to create original or derivative music compositions.
- will demonstrate functional keyboard skills.
- will be able to demonstrate an understanding of stylistic characteristics of historically significant periods of Western music, including representative repertoires.
- will be able to create accurate and musically expressive performances with various types of performing groups and in general classroom situations.
- will be able to apply analytical and historical knowledge to curriculum development, lesson planning, daily classroom, and performance activities.
- will be able to identify appropriate content, methodologies, pedagogies, philosophies, materials, technologies, and curriculum development for classroom use.
- will be able to teach music to beginning students in their chosen areas of specialization.

DEGREE AUDIT CHECK LIST

(BME-MUED-KBI) Music Education - Keyboard Instrumental Music

~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		29
Electives		
TOTAL ELECTIVE HOURS		0

Major Requirements		Hrs
MUS	1440 1713 1723 1731 1741 ♦1751 2000 **2003 2441 2703 2713 2723 2731 2741 3442 3762 3853 3901 4000 3773 3783 3801 4801 4901 4971	42
MUS	3 hrs from: 3401 3421 3431 3481 4461	3
1000	(4 semesters)	
3000	(2 semesters)	
1202		8
2201		2
3202		6
1501		2
1501/1631		2
3501		2
3501/3631		1
~COMM	(2003** or 2173)	3
SEED	2003 2113 4503 4553 4809	21
SPED	4052	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	94
	TOTAL HOURS	

Final Check:

Min. hours required 123
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

** Satisfying Gen Ed

♦ Satisfying Institutional Requirement

C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BME-MUED-KBI) Music Education - Keyboard Instrumental Music
2025-26

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		**29**
Electives		
TOTAL ELECTIVE HOURS		**0**

Major Requirements		Hrs
MUS	1440 1713 1723 1731 1741 ♦1751 2000 **2003 2441 2703 2713 2723 2731 2741 3442 3762 3853 3901 4000 3773 3783 3801 4801 4901 4971	42
MUS	3 hrs from: 3401 3421 3431 3481 4461	3
1000	(4 semesters)	
3000	(2 semesters)	
1202		8
2201		2
3202		6
1501		2
1501/1631		2
3501		2
3501/3631		1
~COMM	(2003** or 2173)	3
SEED	2003 2113 4503 4553 4809	21
SPED	4052	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	**94**
	TOTAL HOURS	

Final Check:

Min. hours required **123**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
Music	06/01/2024

Title	Signature	Date
Department Head Jeff Bright		06/01/2024
Dean		06/01/24

PROGRAM TITLE: Music for Teacher Licensure (Keyboard/Vocal Music)

Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.)
Reorganization of Courses Listed in the Matrix

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.
Equalize number of hours required each semester and faculty load reassignment due to new hires.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in **Music for Teacher Licensure (Keyboard/Vocal Music)** (enter title for program changing)	
Freshman Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15	Freshman Spring Semester Add/Change: Social Sciences GE Delete: MUS 2003 Survey of Music History Total Hours: 17
Sophomore Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 16 or 17	Sophomore Spring Semester Add/Change: MUS 2003 Survey of Music History Delete: SEED 2113 Human Dev. & Learning Total Hours: 16, 17 or 18
Junior Fall Semester Add/Change: MUS 2703 Music Ed Technology Delete: MUS 3901 Methods 1 Social Sciences GE Total Hours: 15 or 16	Junior Spring Semester Add/Change: MUS 3901 Methods 1 SEED 2113 Human Dev. & Learning Delete: MUS 2703 Music Ed Technology MUS 4901 Methods 2 Total Hours: 16
Senior Fall Semester Add/Change: MUS 4901 Methods 2 Delete: Total Hours: 15	Senior Spring Semester Add/Change: NO CHANGES Delete: Total Hours: 12
Total Program Hours 123	

MUSIC EDUCATION - KEYBOARD VOCAL MUSIC OPTION FOR TEACHER LICENSURE, BACHELOR OF MUSIC EDUCATION

Dr. Jeff Bright
Witherspoon Hall, 239B
(479) 968-0369
jbright6@atu.edu

An audition, demonstrating acceptable musical preparation, is required prior to enrollment as a major in music.

See the College of Education and Health *(https://catalog.atu.edu/undergraduate/programs/education-health/) page for additional requirements.*

For licensure, students must pass the Praxis II music specialty and Principles of Learning and Teaching exam.

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 XXXX	Mathematics [1]	3	
MUS 1000	Recital Attendance	0	
MUS 1202	Applied Music - Piano	2	
Select one of the following: [9]		1	
MUS 1571	University Choir		
MUS 1581	Choral Artists		
MUS 1681	Concert Chorale		
MUS 1713	Theory I	3	
MUS 1731	Ear Training I	1	
MUS 1751	Orientation to Music	1	
MUS 2441	Class Voice	1	
	Hours	**15**	
Spring			
COMM 2003	Public Speaking	3	
ENGL 1023	Composition II	3	
MUS 1000	Recital Attendance	0	
MUS 1202	Applied Music - Piano	2	
MUS 1231	Applied Music - Voice	1	
Select one of the following: [9]		1	
MUS 1571	University Choir		
MUS 1581	Choral Artists		
MUS 1681	Concert Chorale		
MUS 1723	Theory II	3	
MUS 1741	Ear Training II	1	
~~MUS 2003~~ SS 1XXX	~~Survey of Music History~~	3	
	Hours	**17**	
Sophomore			
Fall			
MUS 1000	Recital Attendance	0	
MUS 1202	Applied Music - Piano	2	
MUS 1231	Applied Music - Voice	1	
Select one of the following: [9]		1	
MUS 1571	University Choir		
MUS 1581	Choral Artists		
MUS 1681	Concert Chorale		
MUS 2201	Accompanying Seminar	1	
MUS 2713	Theory III	3	
MUS 2731	Ear Training III	1	

MUS 3481	Stringed Instruments	0-1	
SCIL 1XXX	Science with Laboratory [1]	4	
SEED 2003	Education as a Profession	3	
	Hours	**16-17**	
Spring			
MUS 1000	Recital Attendance	0	
MUS 1202	Applied Music - Piano	2	
MUS 1231	Applied Music - Voice	1	
MUS 1440	Piano Proficiency	0	
Select one of the following: [9]		1	
MUS 1571	University Choir		
MUS 1581	Choral Artists		
MUS 1681	Concert Chorale		
MUS 2201	Accompanying Seminar	1	
MUS 2723	Theory IV	3	
MUS 2741	Ear Training IV	1	
MUS 2000	Applied Competency [4]	0	
MUS 3401	Brass Instruments	0-1	
MUS 3421	Woodwind Instruments, Double Reeds	0-1	
SCIL 1XXX	Science with Laboratory [1]	4	
~~SEED 2113~~ MUS 2003	~~Human Development and Learning Theories~~	3	
	Hours	**16-18**	
Junior			
Fall MUS 2703		3	
MUS 3000	Recital Attendance	0	
MUS 3202	Applied Music - Piano	2	
MUS 3431	Woodwind Instruments, Single Reeds	0-1	
Select one of the following: [9]		1	
MUS 3571	University Choir		
MUS 3581	Choral Artists		
MUS 3681	Concert Chorale		
MUS 3762	Instrumental and Choral Arranging	2	
MUS 3773	History of Music I	3	
MUS 3801	Principles of Conducting	1	
~~MUS 3901~~	~~Secondary Music Methods and Materials I~~ [6]	~~1~~	
~~SS 1XXX~~	~~Social Science Courses~~ [1]	~~3~~	
USHG 1XXX	U.S. History and Government [1]	3	
	Hours	~~16-17~~ 15-16	
Spring			
~~MUS 2703~~ SEED 2113	~~Music Technology~~	3	
MUS 3000	Recital Attendance	0	
MUS 3202	Applied Music - Piano	2	
MUS 3442	Piano Pedagogy	2	
Select one of the following: [9]		1	
MUS 3571	University Choir		
MUS 3581	Choral Artists		
MUS 3681	Concert Chorale		
MUS 3783	History of Music II	3	
MUS 3853	Music in the Elementary Classroom [5]	3	
MUS 4801	Advanced Conducting	1	
~~MUS 4901~~ MUS 3901	Secondary Music Methods and Materials II [6]	1	
	Hours	**16**	

Senior			
Fall MUS 4901		1	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
MUS 3202	Applied Music - Piano	2	
Select one of the following: [9]		1	
MUS 3571	University Choir		
MUS 3581	Choral Artists		
MUS 3681	Concert Chorale		
MUS 4000	Capstone Recital	0	
SEED 4553	Classroom Application of Educational Psychology [6]	3	
SPED 4052	Educating Diverse and Exceptional Learners [6]	2	
SS 1XXX	Social Science Courses	3	
	Hours	~~14~~ 16	
Spring			
SEED 4503	Seminar in Secondary Education	3	
SEED 4809	Residency B [7,8]	9	
	Hours	**12**	
	Total Hours	**122-126**	

1 See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)."
2 See course descriptions for the appropriate applied music course number.
3 Class piano or applied piano must be taken each semester until successful completion of Piano Exit Exam.
4 Required for enrollment in two-credit hour and three-credit hour upper-level applied study and for the completion of all music degrees.
5 Prerequisite: successful completion of Piano Exit Exam.
6 Prerequisite: admission to Stage II.
7 See admission policy and procedure.
8 For licensure, students must pass the Praxis II music specialty and Principles of Learning and Teaching exam.
9 Concurrent enrollment in a major ensemble (MUS 1501 Band, MUS 1631 Symphonic Wind Ensemble, MUS 1571 University Choir, MUS 1581 Choral Artists, MUS 1681 Concert Chorale, MUS 3501 Band, MUS 3631 Symphonic Wind Ensemble, MUS 3571 University Choir, MUS 3581 Choral Artists, or MUS 3681 Concert Chorale) is required to be eligible to enroll in applied study. Only one credit per semester may be used to fulfill the major ensemble requirement.

Learning Outcomes

Students who complete the program:

- will be able to demonstrate technical skills for artistic self-expression in at least one major performance area.
- will be able to identify the repertoire in their major performance area and perform a cross-section of that literature.
- will be able to read music at sight fluently.
- will have the knowledge and skills to lead and collaborate on matters of musical interpretation.
- will be able to analyze music in historical, cultural, and stylistic contexts.
- will be able to identify the common elements and organizational patterns of music.
- will be able to create original or derivative music compositions.
- will demonstrate functional keyboard skills.
- will be able to demonstrate an understanding of stylistic characteristics of historically significant periods of Western music, including representative repertoires.
- will be able to create accurate and musically expressive performances with various types of performing groups and in general classroom situations.
- will be able to apply analytical and historical knowledge to curriculum development, lesson planning, daily classroom, and performance activities.
- will be able to identify appropriate content, methodologies, pedagogies, philosophies, materials, technologies, and curriculum development for classroom use.
- will be able to teach music to beginning students in their chosen areas of specialization.

DEGREE AUDIT CHECK LIST
(BME-MUED-KBV) Music Education - Keyboard Vocal Music
~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		29
Electives		
TOTAL ELECTIVE HOURS		0

Major Requirements		Hrs
MUS	1440 1713 1723 1731 1741 ♦1751 2000 **2003 2441 2703 2713 2723 2731 2741 3442 3762 3773 3783 3801 3853 3901 4000 4901 4801	41
1000	(4 semesters)	
3000	(2 semesters)	
1202		8
1231		3
1571/1581/1681		4
3571/3581/3681		3
2201		2
3202		6
MUS	3401 3421 3431 3481	1
~COMM	(2003** or 2173)	3
SEED	2003 2113 4503 4553 4809	21
SPED	4052	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	94
	TOTAL HOURS	

Final Check:

Min. hours required 123
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BME-MUED-KBV) Music Education - Keyboard Vocal Music

2025-26

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		**29**
Electives		
TOTAL ELECTIVE HOURS		**0**

Major Requirements		Hrs
MUS	1440 1713 1723 1731 1741 ♦1751 2000 **2003 2441 2703 2713 2723 2731 2741 3442 3762 3773 3783 3801 3853 3901 4000 4901 4801	41
1000	(4 semesters)	
3000	(2 semesters)	
1202		8
1231		3
1571/1581/1681		4
3571/3581/3681		3
2201		2
3202		6
MUS	3401 3421 3431 3481	1
~COMM	(2003** or 2173)	3
SEED	2003 2113 4503 4553 4809	21
SPED	4052	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	**94**
	TOTAL HOURS	

Final Check:

Min. hours required **123**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
Music	06/01/2024

Title	Signature	Date
Department Head Jeff Bright		06/01/2024
Dean		06/01/24

PROGRAM TITLE: Music for Teacher Licensure (Vocal Music)
Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.) **Reorganization of Courses Listed in the Matrix**
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. **Equalize number of hours required each semester and faculty load reassignment due to new hires.**
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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in **Music for Teacher Licensure (Vocal Music)** (enter title for program changing)	
Freshman Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 16	Freshman Spring Semester Add/Change: Social Sciences GE Delete: MUS 2003 Survey of Music History Total Hours: 17
Sophomore Fall Semester Add/Change: NO CHANGES Delete: Total Hours: 15 or 16	Sophomore Spring Semester Add/Change: MUS 2003 Survey of Music History Delete: SEED 2113 Human Dev. & Learning Total Hours: ~~15, 16 or 17~~ 15 or 16
Junior Fall Semester Add/Change: MUS 2703 Music Ed Technology Delete: MUS 3901 Methods 1 MUS 4832 Vocal Pedagogy Total Hours: 15 or 16	Junior Spring Semester Add/Change: MUS 3901 Methods 1 MUS 4832 Vocal Pedagogy SEED 2113 Human Dev. & Learning Delete: MUS 2703 Music Ed Technology MUS 4901 Methods 2 Social Sciences GE Total Hours: 17
Senior Fall Semester Add/Change: MUS 4901 Methods 2 Delete: Total Hours: 15	Senior Spring Semester Add/Change: NO CHANGES Delete: Total Hours: 12
Total Program Hours 123	

MUSIC EDUCATION - VOCAL MUSIC OPTION FOR TEACHER LICENSURE, BACHELOR OF MUSIC EDUCATION

Dr. Jeff Bright
Witherspoon Hall, 239B
(479) 968-0369
jbright6@atu.edu

An audition, demonstrating acceptable musical preparation, is required prior to enrollment as a major in music.

See the College of Education and Health *(https://catalog.atu.edu/undergraduate/programs/education-health/) page for additional requirements.*

For licensure, students must pass the Praxis II music specialty and Principles of Learning and Teaching exam.

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	3	
MATH XXXX	Mathematics [1]	3	
MUS 1000	Recital Attendance	0	
MUS 1191	Vocal Diction	1	
MUS 1232	Applied Music - Voice	2	
Select one of the following: [9]		1	
MUS 1571	University Choir		
MUS 1581	Choral Artists		
MUS 1681	Concert Chorale		
MUS 1411	Class Piano I [3]	1	
MUS 1713	Theory I	3	
MUS 1731	Ear Training I	1	
MUS 1751	Orientation to Music	1	
	Hours	**16**	
Spring			
COMM 2003	Public Speaking	3	
ENGL 1023	Composition II [1]	3	
MUS 1000	Recital Attendance	0	
MUS 1232	Applied Music - Voice	2	
MUS 1421	Class Piano II [3]	1	
Select one of the following: [9]		1	
MUS 1571	University Choir		
MUS 1581	Choral Artists		
MUS 1681	Concert Chorale		
MUS 1723	Theory II	3	
MUS 1741	Ear Training II	1	
~~MUS 2003~~ SS 1XXX	~~Survey of Music History~~	3	
	Hours	**17**	
Sophomore			
Fall			
MUS 1000	Recital Attendance	0	
MUS 1232	Applied Music - Voice	2	
MUS 1431	Class Piano III [3]	1	
Select one of the following:		1	
MUS 1571	University Choir		
MUS 1581	Choral Artists		
MUS 1681	Concert Chorale		
MUS 2713	Theory III	3	
MUS 2731	Ear Training III	1	

MUS 3481	Stringed Instruments	0-1	
SCIL 1XXX	Science with Laboratory [1]	4	
SEED 2003	Education as a Profession	3	
	Hours	**15-16**	
Spring			
MUS 1000	Recital Attendance	0	
MUS 1232	Applied Music - Voice	2	
MUS 1440	Piano Proficiency	0	
MUS 1441	Class Piano IV [3]	1	
Select one of the following: [9]		1	
MUS 1571	University Choir		
MUS 1581	Choral Artists		
MUS 1681	Concert Chorale		
MUS 2723	Theory IV	3	
MUS 2741	Ear Training IV	1	
MUS 2000	Applied Competency [4]	0	
MUS 3401 or MUS 3421	Brass Instruments or Woodwind Instruments, Double Reeds	0-1	
SCIL 1XXX	Science with Laboratory [1]	4	
~~SEED 2113~~ MUS 2003	~~Human Development and Learning Theories~~	3	
	Hours	**15-16**	
Junior			
Fall			
MUS 3000	Recital Attendance	0	
MUS 3232	Applied Music - Voice	2	
MUS 3431	Woodwind Instruments, Single Reeds	0-1	
Select one of the following: [9]		1	
MUS 3571	University Choir		
MUS 3581	Choral Artists		
MUS 3681	Concert Chorale		
MUS 3762	Instrumental and Choral Arranging	2	
MUS 3773	History of Music I	3	
MUS 3801	Principles of Conducting	1	
~~MUS 3901~~ MUS 2703	~~Secondary Music Methods and Materials I~~ [6]	~~1~~ 3	
~~MUS 4832~~	~~Vocal Pedagogy~~ [5]	~~2~~	
USHG 1XXX	U.S. History and Government [1]	3	
	Hours	**15-16**	
Spring MUS4832 SEED 2113		2	
~~MUS 2703~~	~~Music Technology~~	3	
MUS 3000	Recital Attendance	0	
MUS 3191	Vocal Solo Literature	1	
MUS 3232	Applied Music - Voice	2	
Select one of the following: [9]		1	
MUS 3571	University Choir		
MUS 3581	Choral Artists		
MUS 3681	Concert Chorale		
MUS 3783	History of Music II	3	
MUS 3853	Music in the Elementary Classroom [5]	3	
MUS 4801	Advanced Conducting	1	
~~MUS 4901~~ MUS 3901	Secondary Music Methods and Materials II [6]	1	
~~SS 1XXX~~	~~Social Science Courses~~ [1]	~~3~~	
	Hours	~~18~~ 17	

Senior			
Fall MUS 4901		1	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
MUS 3232	Applied Music - Voice	2	
Select one of the following: [9]		1	
MUS 3571	University Choir		
MUS 3581	Choral Artists		
MUS 3681	Concert Chorale		
MUS 4000	Capstone Recital	0	
SEED 4553	Classroom Application of Educational Psychology [6]	3	
SPED 4052	Educating Diverse and Exceptional Learners [6]	2	
SS 1XXX	Social Science Courses [1]	3	
	Hours	~~14~~ 15	
Spring			
SEED 4503	Seminar in Secondary Education	3	
SEED 4809	Residency B [7,8]	9	
	Hours	**12**	
	Total Hours	**122-125**	

1 See appropriate alternatives or substitutions in "General Education Requirements (https://catalog.atu.edu/undergraduate/general-education-requirements/)."
2 See course descriptions for the appropriate applied music course number.
3 Class piano or applied piano must be taken each semester until successful completion of Piano Proficiency.
4 Required for enrollment in two-credit hour and three-credit hour upper-level applied study and for the completion of all music degrees.
5 Prerequisite: successful completion of Piano Exit Exam.
6 Prerequisite: admission to Stage II.
7 See admission policy and procedure.
8 For licensure, students must pass the Praxis II specialty and Principles of Learning and Teaching exam.
9 Concurrent enrollment in a major ensemble (MUS 1501 Band, MUS 1631 Symphonic Wind Ensemble, MUS 1571 University Choir, MUS 1581 Choral Artists, MUS 1681 Concert Chorale, MUS 3501 Band, MUS 3631 Symphonic Wind Ensemble, MUS 3571 University Choir, MUS 3581 Choral Artists, or MUS 3681 Concert Chorale) is required to be eligible to enroll in applied study. Only one credit per semester may be used to fulfill the major ensemble requirement.

Learning Outcomes

Students who complete the program:

- will be able to demonstrate technical skills for artistic self-expression in at least one major performance area.
- will be able to identify the repertoire in their major performance area and perform a cross-section of that literature.
- will be able to read music at sight fluently.
- will have the knowledge and skills to lead and collaborate on matters of musical interpretation.
- will be able to analyze music in historical, cultural, and stylistic contexts.
- will be able to identify the common elements and organizational patterns of music.
- will be able to create original or derivative music compositions.
- will demonstrate functional keyboard skills.
- will be able to demonstrate an understanding of stylistic characteristics of historically significant periods of Western music, including representative repertoires.
- will be able to create accurate and musically expressive performances with various types of performing groups and in general classroom situations.
- will be able to apply analytical and historical knowledge to curriculum development, lesson planning, daily classroom, and performance activities.
- will be able to identify appropriate content, methodologies, pedagogies, philosophies, materials, technologies, and curriculum development for classroom use.
- will be able to teach music to beginning students in their chosen areas of specialization.

DEGREE AUDIT CHECK LIST
(BME-MUED-VOC) Music Education - Vocal Music

~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		29
Electives		
TOTAL ELECTIVE HOURS		0

Major Requirements		Hrs
MUS	1191 1440 1411 1421 1431 1441 1713 1723 1731 1741 ♦1751 2000 **2003 2703 2713 2723 2731 2741 3191 3762 3773 3783 3801 3853 3901 4000 4801 4832 4901	46
1000	(4 semesters)	
3000	(2 semesters)	
1232		8
1571/1581/ 1681		4
3232		6
3571/3581/ 3681		3
MUS	(3401 or 3421) 3431 3481	1
~COMM	(2003** or 2173)	3
SEED	2003 2113 4503 4553 4809	21
SPED	4052	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	94
	TOTAL HOURS	

Final Check:

Min. hours required 123
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BME-MUED-VOC) Music Education - Vocal Music

2025-26

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦		0
TOTAL GEN ED HOURS		**29**
Electives		
TOTAL ELECTIVE HOURS		**0**

Major Requirements		Hrs
MUS	1191 1440 1411 1421 1431 1441	
	1713 1723 1731 1741 ♦1751	
	2000 **2003 2703 2713	
	2723 2731 2741 3191 3762 3773 3783	
	3801 3853 3901 4000 4801 4832 4901	46
1000	(4 semesters)	
3000	(2 semesters)	
1232		8
1571/1581/ 1681		4
3232		6
3571/3581/ 3681		3
MUS	(3401 or 3421) 3431 3481	1
~COMM	(2003** or 2173)	3
SEED	2003 2113 4503 4553 4809	21
SPED	4052	2
"C" or better in courses on this side		
	TOTAL MAJOR HOURS	**94**
	TOTAL HOURS	

Final Check:

Min. hours required **123**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR COURSE ADDITION

Department Initiating Proposal	Date
School of PACE	6/3/2024

Title	Signature	Date
Department Head	Rene Couture	6/18/24
Dean	Tim Lantz	6/19/24
Assessment	Amanda Gardner	7/23/24
Registrar	Tammy Lewallen	7/1/24
Graduate Dean (Graduate Proposals Only)		
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)	

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)	Effective Term:
EAM	2003	○ Spring ◉ Summer I

Official Catalog Title: (If official title exceeds 30 characters, indicate Banner Title below)

Introduction to Homeland Security

Banner Title: (limited to 30 characters, including spaces, capitalize all letters — this will display on the transcript)

INTRO TO HOMELAND SECURITY

Will this course be cross-listed with another existing course? If so, list course subject and number.

○ Yes ◉ No

Will this course be cross-listed with a course currently not in the undergraduate or graduate catalog?

If so, list course subject and number. ○ Yes ◉ No

Is this course repeatable for additional earned hours? ○ Yes ◉ No How many total hours?

Grading: ◉ Standard Letter ○ P/F ○ Other

Mode of Instruction (check appropriate box):

◉ 01 Lecture	○ 02 Lecture/Laboratory	○ 03 Laboratory only	
○ 05 Practice Teaching	○ 06 Internship/Practicum	○ 07 Apprenticeship/Externship	
○ 08 Independent Study	○ 09 Readings	○ 10 Special Topics	
○ 12 Individual Lessons	○ 13 Applied Instruction	○ 16 Studio Course	
○ 17 Dissertation	○ 18 Activity Course	○ 19 Seminar	○ 98 Other

Does this course require a fee? ○ Yes ◉ No How Much? Select Fee Type

If selected other list fee type:

☐ Elective ☑ Major ☐ Minor

(If major or minor course, you must complete the Request for Program Change form to add course to program.)

If course is required by major/minor, how frequently will course be offered?

Annually each Spring

Will this course require any special resources such as unusual maintenance costs, library resources, special software, distance learning equipment, etc.?

no

Will this course require a special classroom (computer lab, smart classroom, or laboratory)?

No (hyflex if available)

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. If this course is required for the major or minor, complete the following.
    1. Provide the program level learning outcome(s) it addresses. – Attached
    2. Provide tool or measure directly linked to each program learning outcome. (How will student learning in this outcome be measured?)
c. What is the rationale for adding this course? What evidence demonstrates this need?

This course is being added to help bridge the gap with the name change to the program to become Emergency Management and Homeland Security (EMHS). This is also in alignment with our Master's Degree Program, and many programs nationally.

EMERGENCY MANAGEMENT AND HOMELAND SECURITY BACHELOR'S DEGREE ASSESSMENT PLAN 2024-2026

Undergraduate Success Measure: At least 75% of students will score at least 70% in all the assessment measures.

In keeping with university policy, the EMHS program will assess one program level learning objective each academic year.

- **2024: Individual Competency (Integrative Knowledge)** At the completion of this program, participants will be able to effectively apply emergency management principles, critical thinking skills, and ethical considerations while continually expanding their knowledge in alignment with the established body of knowledge.
- **2025: Practitioner Competency (Global Contextual Adaptation)** At the completion of this program, emergency management practitioners will possess a comprehensive skill set encompassing scientific literacy, geographic literacy, sociocultural literacy, technological literacy, and systems literacy, enabling them to effectively and adaptively address complex emergency situations.
- **2026: Relationship Competency (Applied and Collaborative Learning)** At the completion of this program, participants will have developed strong relationship-building skills and competencies in disaster risk management, community engagement, governance and civics, and leadership, enabling them to foster effective partnerships, lead diverse teams, and enhance community resilience in emergency situations.

Objectives		Introducing		Reinforcing		Mastering Competence	
		Course	*Measure*	*Course*	*Measure*	*Course*	*Measure*
Individual Competency (Integrative Knowledge)	Operates within the EM framework	EAM 1013	Assignment	EAM 3023	Assignment	EAM 4203 EAM 4503-6 EAM 4603	ePortfolio Presentation Assignment
				EAM 4003	Assignment		
	Critical Thinking	EAM 2003	Assignment	EAM 3063	Quiz		
				EAM 4023	Assignment		
	Professional Ethics	EAM 2003	Assignment	EAM 3053	Final		
				EAM 4033	Assignment		
	Continual Learning	EAM 3003	Assignment	EAM 3013	Assignment		
				EAM 4013	Assignment		
Practitioner Competency (Global Contextual Adaptation)	Scientific Literacy	EAM 2003	Assignment	EAM 4003	Assignment	EAM 4203 EAM 4503-6 EAM 4603	ePortfolio Presentation Assignment
				EAM 4033	Assignment		
	Geographic Literacy	EAM 1013	Assignment	EAM 4013	Assignment		
				EAM 4023	Assignment		
	Sociocultural Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 3053	Assignment		
	Technological Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 4023	Assignment		
	Systems Literacy	EAM 1013	Assignment	EAM 3013	Assignment		
				EAM 3063	Assignment		
Relationship Competency (Applied and Collaborative Learning)	Disaster & Homeland Security Risk Management.	EAM 1013	Assignment	EAM 4023	Presentation	EAM 4203 EAM 4503-6 EAM 4603	ePortfolio Presentation Assignment
				EAM 4003	Assignment		
	Community Engagement	EAM 1013	Assignment	EAM 3023	Assignment		
				EAM 3053	Assignment		
	Governance & Civics	EAM 2003	Assignment	EAM 3013	Assignment		
				EAM 3063	Presentation		
	Leadership	EAM 3003	Assignment	EAM 4033	Assignment		
				EAM 4013	Assignment		

-

For the proposed course, attach a syllabus in Word format that includes: **(Items a. through d. should be entered as they should appear in the catalog)**

a. Course subject
b. Course number
c. Catalog course title
d. Catalog description
    1. Arkansas Course Transfer System (ACTS) course number, if applicable
    2. Cross-listing
    3. Offered (e.g., Fall only, Spring only. Do not enter if offer course fall and spring)
    4. Prerequisites
    5. Co-requisites
    6. Description
    7. Notes (e.g., information not in description such as course may be repeated for credit)
    8. Contact Hours if different than lecture (e.g., Lecture three hours, laboratory three hours)
    9. Fees (e.g., $36 art fee)
e. Section for Name of instructor, office hours, contact information (telephone, email)
f. Text required for course
g. Bibliography (supplemental reading list)
h. Justification/rationale for the course
i. Course objectives
j. Description of how course meets general education objectives (courses included in the general education component should show how the course meets one or more of the objectives contained in General Education Objectives listed in undergraduate catalog)
k. Assessment methods (include grading policy with specific equivalents for A, B, C)
l. Policy on absences, cheating, plagiarism, etc.
m. Course content (outline of material to be covered in course).

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.

EAM 2003: Introduction to Homeland Security

Course Syllabus

Fall 2024

INSTRUCTOR: Dr. Bethany Swindell
bswindell@atu.edu
Office: Dean 201a
(479) 356.2092

OFFICE HOURS: Posted on Blackboard

REQUIRED TEXTS: No textbook purchase required. Course readings provided in the learning modules.

JUSTIFICATION: This course provides a comprehensive introduction to the fundamental concepts, structures, and functions of homeland security in the United States. Students will develop critical thinking skills, ethical decision-making abilities, and scientific literacy, enabling them to effectively assess and manage various threats.

By integrating knowledge from multiple disciplines, this course equips students with the practical skills needed to address real-world challenges in homeland security. It prepares them for professional roles by emphasizing the application of theoretical principles and fostering a deep understanding of governance structures and their impact on public safety and national security

COURSE OBJECTIVES: Upon successful completion of this course, you will be prepared to:

- Apply critical thinking skills to analyze and evaluate homeland security scenarios, policies, and strategies (Critical Thinking and Integrative Knowledge).
- Analyze ethical dilemmas in homeland security and formulate appropriate responses that uphold professional integrity (Abide by Professional Ethics).
- Interpret scientific data and research findings to inform and improve homeland security strategies and responses (Scientific Literacy).
- Understand the role and functions of governance structures, including federal, state, and local agencies, in the context of homeland security (Governance & Civics).

METHODOLOGY: The objectives will be achieved through video lectures, supplemental readings, and PowerPoint presentations on assigned topics, on-line discussions, and individual assignments.

COURSE ASSESSMENT:

Point Accumulation	
Description	Points
Individual assignments	350
Discussions (9 of them * 30 pt each)	270
Midterm	80
Team assignments (5 of them * 40 pt each)	200
Final	100
Total Points	**1000**

Grade Scale	
Percent	Grade
90-100	A
80-89	B
70-79	C
60-69	D
<59	F

PARTICIPATION: This is a 3-credit course, so expect to spend between 7 ½ and 10 hours a week working through course content. Students are strongly encouraged to schedule a dedicated time to work on course material. Grades will be assigned based on the nature and extent of your participation in your weekly assignments, as well as your participation during our scheduled meetings.

To ensure that each person feels that they have the support they need and do not feel isolated in this online experience, I have designed this course to be a community of learners. As members of this community, you have certain obligations and responsibilities to the larger group. Your presence online is essential for both your own learning as well as the learning of other class members.

Since the success of this course depends a great deal on the active participation of you and your classmates, it is important that you support each other and share information and resources. Capitalize on one another's experiences. Act as consultants for one another providing constructive feedback and support to your classmates' work and ideas and graciously welcoming and accepting constructive feedback from them.

ATTENDANCE:

Number of Unexcused Absences	Possible Consequence
4	Cannot earn higher than a C in the course
5	Cannot earn higher than a D in course
6	Withdrawn from the course for excessive absence

TECHNOLOGY COMPETENCIES: Students are expected to demonstrate mastery and appropriate application of related technology competencies. Those competencies include: word processing (MS Office), PowerPoint (2007 version or ability to see later version of power-point), on-line research, email, Blackboard, discussion board postings and list-serve knowledge.

COURSE CONTENT: The general education curriculum at Arkansas Tech University is designed to provide a foundation for knowledge common to educated people and to develop the capacity for individuals to expand that knowledge over his or her lifetime. The University has identified a set of comprehensive goals that will allow students to accomplish these general education objectives. This course addresses the following specific Arkansas Tech University general education goals:

- Think critically
- Communicate effectively

EFFORT & SUBSTANCE: The effort put forth by the student and the substance of the student's answers will be considered in all work submitted for the course. If you find that a question cannot be answered straight from the assigned reading material, the intent is for you to take what you have learned from the reading and extrapolate from it. The question may be answered based on a concept from the reading rather than a verbatim example, or it may require some outside research. The purpose is for the student to develop thinking skills – intellectual activity versus memorization or regurgitation.

In order to convey important ideas and information effectively in writing, it is important to use complete sentences, proper grammar and correct punctuation. Proper written communication will be considered in addition to the substantive content of all assignments. Submit all assignments in Word format, unless otherwise detailed in assignment instructions, so I can provide feedback on your submission. You can view feedback on graded assignments through the grade center in Blackboard.

Students will be expected to participate fully through Blackboard applications that may include discussion boards, wikis, Tegrity video tasks, and Collaborate rooms. You will be required to use APA 7 formatting in all written assignments. Blackboard will be used to record your grade. Do not depend on these averages as they may be incorrect until all scores are recorded.

POLICIES: Students are expected to adhere to all University policies and regulations as set forth in the ATU Catalog and Student Handbook (https://www.atu.edu/studenthandbook/).

- Assignment Completion - Students must complete their assignment within the timeframe specified by the instructor. Due dates are posted in Blackboard. Unless arrangements have been made with the instructor PRIOR to the due date; assignments must be received by the due date and time. I will not accept hard copies of assignments or work that is emailed. Please plan accordingly to complete your assignments before the posted deadline.

- Returning of Assignments – I will do my best to have graded assignments back to you within 7 working days. Working days are defined as Monday-Friday, no weekends or holidays.

- Make-Up Policy/Late Work - The following items will not be accepted late except in cases of emergency or if approved by the instructor BEFORE the due date:

- Discussion Forum Participation
- Midterm Exam
- Final Exam

All additional work, including assignments, exercises, quizzes, etc. can be submitted late, without penalty or reason, on two set make-up days during the semester. The two designative make-up days are as follows:

- Make-Up Day 1 (work from Modules 1 – 7): March 3, 2024
- Make-Up Day 2 (work from Modules 9 – 14): April 28, 2024

No late work will be accepted outside of the two 24-hour windows designated above, regardless of circumstances.

All missed work will be assigned a grade of 0 in the grade book the day after the due date. If work is submitted on a make-up day, the 0 will convert to whatever grade is earned on the assignment. The assignments in this course are closely related. Feedback from assignments early in the class will help improve your grade on subsequent assignments. It will be of great benefit to your overall grade to submit assignments on time. Although late work is accepted in this course, the excessive absence policy listed below is still followed. If you miss three full modules, you will be dropped from the course.

- Regular Contact – Email and Blackboard should be checked regularly. All students must give prompt attention to communications from faculty and staff members of the University.

- Academic Dishonesty – Cheating and plagiarism will not be tolerated. The instructor may adjust the grade as appropriate. At a minimum, the student (and any student caught assisting in the dishonesty) will be given an *automatic* 'F' for the test/assignment in question and possibly an 'F' for the course. This means no copy and paste. When in doubt, seek clarification.

- Academic Misconduct – Students are expected to act in an appropriate manner and shall not disrupt the learning environment. We will all respect each other and treat each other in a professional manner. Discussions should be civilized and respectful to everyone and relevant to the topic we are discussing. Meaningful and constructive dialogue is encouraged in this class and requires a degree of mutual respect, willingness to listen, and tolerance of opposing points of view. Respect for individual differences and alternative viewpoints will be maintained at all times in this class. One's words and use of language should be temperate and within acceptable bounds of civility and decency. In egregious cases of misconduct, the student may be immediately be removed from the course.

- Special Accommodations for Disabilities – A student must be registered with Disability Services in order to qualify for special accommodations. Registration must occur each semester; it does not carry over. In addition, the student should contact the instructor to determine which specific accommodations would be appropriate for this particular course.

- Excessive Unexcused Absences / Tardiness - If, at any time during the semester, you miss two full modules, your instructor may refer you to the Tech Early Warning Program If you miss a third full module, you will be dropped from the course at the discretion of your instructor.

  If by the midpoint of the course you have not earned a minimum of 40% of the available points possible, you will be dropped from the course by your instructor.

  It is your responsibility to contact the instructor directly when you cannot attend class or submit assignments on time; however, excused absence is not guaranteed. If your absence is due to an ATU-sponsored event, prior notice (minimum two days) is required. You are responsible for explaining to the instructor the reason for absences due to sickness, accident, or death in the family. The instructor is entitled to request verification. For absences which make it difficult for you to contact the instructor, such as an emergency, you should contact the Student Services Office, Doc Bryan Student Services Center, Room 233, (479-968-0239) to have the instructor notified.

PROFESSIONALISM: It is the policy and expectation of the Department that students will conduct themselves in a professional manner that is guided by respect, collegiality, honesty, and ethical behavior in all of their interactions and communication with university faculty, staff, each other, and the community. Students are expected to maintain the highest ideals of academic and social conduct and are responsible for knowing the published policies and standards. Students also are expected to respect the views and personal dignity of

other members of the university community, though this does not require that you must agree with others' views.

NON-DISCRIMINATION: Arkansas Tech University does not discriminate on the basis of color, sex, sexual orientation, gender identity, race, age, national origin, religion, veteran status, genetic information, or disability in any of practices, policies, or procedures. If you have experienced any form of discrimination or harassment, including sexual misconduct (e.g. sexual assault, sexual harassment, stalking, domestic or dating violence), we encourage you to report this to the institution. If you report such an incident of misconduct to a faculty or staff member, they are required by law to notify Arkansas Tech University's Title IX Coordinator and share the basic facts of your experience. The Title IX Coordinator will then be available to assist you in understanding all of your options and in connecting you with all possible resources on and off campus. For more information please visit: http://www.atu.edu/titleix/index.php.

ACCESSESSIBILITY, TESTING, & DISABILITY SERVICES: Arkansas Tech University values diversity and inclusion and is committed to a climate of mutual respect and full participation of all students. Arkansas Tech University adheres to the requirements of the Americans with Disabilities Act in order to prevent barriers to academic accessibility. My goal is to create a learning environment that is useable, equitable, inclusive and welcoming. If there are aspects of the instruction or design of this course that result in barriers to your inclusion or prevent an accurate assessment of your achievement, please meet with me privately to discuss your needs and concerns. If you need an accommodation due to a disability, please contact the Office of Disability Services, located in Doc Bryan Student Center, Suite 141, in person, via phone at (479) 968-0302 or TTY (479) 964-3290, via email at disabilities@atu.edu, or visit their website at: https://www.atu.edu/disabilities/index.php

TECHNICAL ASSISTANCE: Technical support, including Blackboard support, is available via: Telephone Support: 1-800-582-6953 or Email Support: campussupport@atu.edu.

AI PERMITTED WHEN ASSIGNED IN THIS COURSE WITH ATTRIBUTION: In this course, students are permitted to use Generative AI Tools such as ChatGPT for specific assignments, as designated by the instructor. To maintain academic integrity, students must disclose any use of AI-generated material. As always, students must properly use attributions, including in-text citations, quotations, and references.

A student should include the following statement in assignments to indicate use of a Generative AI Tool: "The author(s) would like to acknowledge the use of [Generative AI Tool Name], a language model developed by [Generative AI Tool Provider], in the preparation of this assignment. The [Generative AI Tool Name] was used in the following way(s) in this assignment [e.g., brainstorming, grammatical correction, citation, which portion of the assignment]."

STUDENT NEEDS: Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to notify the instructor, if they are comfortable in doing so. Community resources are available for students and can be found at the following webpage: https://www.atu.edu/foodpantry/

If a student finds they need more support, they are encouraged to contact the Office of the Vice President for Student Services (479-968-0238).

ARKANSAS TECH UNIVERSITY

REQUEST FOR COURSE ADDITION

Department Initiating Proposal	Date
School of PACE	6/3/2024

Title	Signature	Date
Department Head	Rene Couture	6/18/24
Dean	Jim Lutz	6/19/24
Assessment	Amanda Gardner	7/23/24
Registrar	Tammy Weaver	7/1/24
Graduate Dean (Graduate Proposals Only)		
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)	

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)	Effective Term:
EAM	3323	○ Spring ◉ Summer I

Official Catalog Title: (If official title exceeds 30 characters, indicate Banner Title below)

Emergency Management Exercise Design & Evaluation

Banner Title: (limited to 30 characters, including spaces, capitalize all letters — this will display on the transcript)

EM EXERCISE DESIGN/EVALUATION

Will this course be cross-listed with another existing course? If so, list course subject and number.

○ Yes ◉ No

Will this course be cross-listed with a course currently not in the undergraduate or graduate catalog?

If so, list course subject and number. ○ Yes ◉ No

Is this course repeatable for additional earned hours? ○ Yes ◉ No How many total hours?

Grading: ◉ Standard Letter ○ P/F ○ Other

Mode of Instruction (check appropriate box):

◉ 01 Lecture	○ 02 Lecture/Laboratory	○ 03 Laboratory only	
○ 05 Practice Teaching	○ 06 Internship/Practicum	○ 07 Apprenticeship/Externship	
○ 08 Independent Study	○ 09 Readings	○ 10 Special Topics	
○ 12 Individual Lessons	○ 13 Applied Instruction	○ 16 Studio Course	
○ 17 Dissertation	○ 18 Activity Course	○ 19 Seminar	○ 98 Other

Does this course require a fee? ○ Yes ◉ No How Much? Select Fee Type

If selected other list fee type:

☑ Elective ☐ Major ☐ Minor

(If major or minor course, you must complete the Request for Program Change form to add course to program.)

If course is required by major/minor, how frequently will course be offered?

Will this course require any special resources such as unusual maintenance costs, library resources, special software, distance learning equipment, etc.?

no

Will this course require a special classroom (computer lab, smart classroom, or laboratory)?

No

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. If this course is required for the major or minor, complete the following.
    1. Provide the program level learning outcome(s) it addresses.
    2. Provide tool or measure directly linked to each program learning outcome. (How will student learning in this outcome be measured?)
c. What is the rationale for adding this course? What evidence demonstrates this need?

This course is being added to help bridge a gap in knowledge as recommended by our Advisory Board, current students, and recent graduates.

For the proposed course, attach a syllabus in Word format that includes: **(Items a. through d. should be entered as they should appear in the catalog)**

a. Course subject
b. Course number
c. Catalog course title
d. Catalog description
    1. Arkansas Course Transfer System (ACTS) course number, if applicable
    2. Cross-listing
    3. Offered (e.g., Fall only, Spring only. Do not enter if offer course fall and spring)
    4. Prerequisites
    5. Co-requisites
    6. Description
    7. Notes (e.g., information not in description such as course may be repeated for credit)
    8. Contact Hours if different than lecture (e.g., Lecture three hours, laboratory three hours)
    9. Fees (e.g., $36 art fee)
e. Section for Name of instructor, office hours, contact information (telephone, email)
f. Text required for course
g. Bibliography (supplemental reading list)
h. Justification/rationale for the course
i. Course objectives
j. Description of how course meets general education objectives (courses included in the general education component should show how the course meets one or more of the objectives contained in General Education Objectives listed in undergraduate catalog)
k. Assessment methods (include grading policy with specific equivalents for A, B, C)
l. Policy on absences, cheating, plagiarism, etc.
m. Course content (outline of material to be covered in course).

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.

Course Syllabus

COURSE NUMBER:
EAM 3323

COURSE TITLE:
Emergency Management Exercise Design & Evaluation

COURSE TIME:
TR 1:00-2:20
Dean Hall Room 204

INSTRUCTOR:
Dr. Jamie Stacy
Dean Hall 201d | 479-880-4046 | jstacy4@atu.edu
Virtual Office: https://atu.webex.com/meet/jstacy4
To Schedule an Appointment: https://bit.ly/jamiestacyphd
*expect a response to email typically during the next set office hours

OFFICE HOURS:
Monday 9:00-11:00 am | Wednesday 8:30-11:30 am | Thursday 11:00 am -12:00 pm
Other times by appointment only
*Office hours are subject to change; changes will be posted on blackboard

CATALOG DESCRIPTION:
Prerequisites: EAM 1013 or consent of department head.

Provides essential knowledge and practical skills in designing, conducting, and evaluating emergency management and homeland security exercises.

REQUIRED TEXTS:
NONE

SUPLEMENTAL READING LIST:
Will be provided on Blackboard.

JUSTIFICATION:
In Emergency Management, as well as other fields, exercises play a critical role in the planning process to assess allocation of resources, the adequacy of current policies and procedures, and determine overlaps and holes in the planning process. It is vital that emergency managers understand how to effectively design, implement, and evaluate exercises.

COURSE OBJECTIVES:
Upon successful completion of this course, you will be prepared to:

1. Recognize the importance of emergency management exercises.
2. Differentiate between the different types of emergency management exercises.
3. Analyze the core concepts of HSEEP.
4. Design and Execute an emergency management exercise.

COURSE ASSESSMENT:

Point Accumulation		Grade Scale	
Independent Study Course (2*5)	10	90 - 100	A
Discussions	10	80 – 89	B
Special Project Exercise	40	70 – 79	C
Exercise	10	60 - 69	D
Exercise Evaluation	10	0 – 59	F
Participation	10		
Self-Evaluation	5		
Peer Evaluation	5		
Total	**100**		

COURSE CONTENT:

Topics to Cover Include (but are not limited to)

Types of Exercises
Exercise Design
Conducting an Exercise
Exercise Evaluation
HSEEP

Final Exam

The final exam is tbd

Assignments

There will be several assignments and discussion boards during the course of the term. Assignments will have different directions. There will be different methods for submitting assignments, and each assignment will give clear instructions. The two primary forms of submission are detailed below:

Steps to make a discussion board posting are:

- Click on "Discussion Board" in the assignment folder.
- Check to make sure that the title matches the chapter you are working on.
- Click on Create Thread
- Type the Unit title in the Subject box
- Type or copy and paste your assignment into the Message box *(do not attach your assignment to your posting, be sure it is in the message box—unless it is a video submission)*

Steps to turn in Questions "Assignment Submission"

- Click on the Topic title (i.e. "Special Topic #1)
- Upload the completed word document. *(Do not copy and paste into the message box)*
- Click submit

Additional Readings

There may be additional readings assigned from provided material as well as from the Internet. These are designed to supplement and broaden the student's understanding of emergency management and the varied skills and disciplines involved.

Current Events

Students are expected to keep up with current events related to natural, technological, and human caused disasters, as well as to topics related to emergency management as a whole.

Subject to Change

The course content is subject to change should the instructor determine such change would better meet the student's educational needs.

Effort and Substance

The effort put forth by the student and the substance of the student's answers will be considered in all work submitted for the course.

If you find that a question cannot be answered straight from the assigned reading material, the intent is for you to take what you have learned from the reading and extrapolate from it. The question may be answered based on a concept from the reading rather than a verbatim example, or it may require some outside research.

The purpose is for the student to develop thinking skills – intellectual activity versus memorization or regurgitation. Throughout the course the student will be asked to use critical, practical, and creative thinking, which will be significantly more beneficial than memorizing or copying material and forgetting it shortly thereafter.

Grammar and Punctuation

Effective communication is a critical part of emergency management. In order to convey important ideas and information effectively in writing, it is important to use complete sentences, proper grammar and correct punctuation. Proper written communication will be considered in addition to the substantive content of all assignments and BlackBoard postings

Discussion Postings

a. Are key ingredients for the success of online courses. In order for truly interactive discussion to occur, each person must post initially as directed, and then return to respond to the postings of others.

b. As a rule of thumb, you should plan to read all the postings in the board. If there are many postings, you must read at least 20 or 50% of them – whichever is GREATER. **I can view the total number of postings made, the average number read by class participants, and the number which you have read.** If you read less than others in class, you might be asked to increase your participation.

c. Students are expected to contribute to the class discussion in a substantive way. A substantive message will do one or more of the following: bring in real world examples, expand thoughts, ask questions, bring in new ideas, provoke further discussion on a topic, etc. It must demonstrate that critical thinking has occurred with the poster, and contribute to the general discussion and learning of the class as a whole. If there is quoted material in the post, if must constitute a minor portion of the post, and the quote is not included in the word count. The typical length of these messages should be between 100 and 300 words; please note what the assignment dictates.

d. Not only must the initial discussion board post be substantive but also ALL student responses. Comments consistent with: I agree or great point or dittos are not considered substantive or quality. A good rule of thumb is: if you have not spent several minutes thinking about your response, developing a position, adding a new perspective, advancing the discussion, sharing your real world experience, offering a solution or formulating an insightful question....your comment is probably not substantive.

e. Respond to your classmate's work. Support your own response. Challenge me. Keep the dialogue moving onward. Again, as much as possible, rely on authority found in the text(s) or outside readings. Perform outside research on topics. Get in there and participate!

f. Please think about your "tone" when responding. The online classroom does not allow us to see body language. It is very easy to appear harsh when that is not the intent. Our discussion goal is to be collaborative, not combative. Please read your comments before you hit the send button if you are not sure about the tone of a response, save the message to your drafts folder and read it again later. If you still are not sure, reword it. The learning environment in our online classroom depends on all participants feeling safe in posting their assignments, discussion and personal experiences without fear of judgment or personal criticism. Be positive in your approach to others and diplomatic with your words.

g. If you miss a Unit discussion, no one will respond to your posting, and the effectiveness of this mode of learning is dramatically decreased for everyone in the class.

Keeping up is key to a successful and positive online class experience. If you find yourself falling behind, please contact me immediately.

COURSE POLICIES:

Book Ordering

The required text is available at the Arkansas Tech University Book Store and can be ordered online through the Bookstore website or through on-line vendors.

Assignment Completion

Students must complete their assignment within the timeframe specified by the instructor.

Late Work

Work must be received by the due date and time as given by the instructor. If you have not made arrangements with the instructor prior to the due date, late assignments will not be accepted except under special circumstances.

Late Assignment Policy	
Late	0%

E-Mail Correspondence

In all e-mails to the instructor, list the course number and section number. And, if applicable, list the name or number of the assignment in the "Subject Line" of the e-mail. Also, be sure your name is somewhere on the email and on any attached assignment.

All students must give prompt attention to communications from faculty and staff members of the University. Most communications will be sent to your official Tech e-mail address. University policy dictates that electronic communications to your instructor must be sent from your official Tech e-mail address.

Excessive Unexcused Absences

If, at any time during the semester, you have unexcused absences or fail to complete and submit assignments, you may be referred to the Tech Early Warning Program. If you are unresponsive to contact attempts, you may be dropped from the course by your instructor with an "FE" for excessive absences or

non-performance. It is your responsibility to contact the instructor directly when you cannot attend class; however, excused absence is not guaranteed.

Campus policy outlines the dates for dropping a course with a "W". If you have a failing score and do not drop before the stated deadline, you will receive an "F" on your transcript for the course; therefore, it is in your best interest to monitor your status in the course and take advantage of the opportunity to withdraw with a "W" rather than remaining in the course and receiving an "F."

You are responsible for explaining to the instructor the reason for absences due to sickness, accident, or death in the family. The instructor is entitled to request verification. For absences which make it difficult for you to contact the instructor, such as an emergency, you should contact the Student Services Office, Doc Bryan Student Services Center, Room 233, (479-968-0239) to have the instructor notified.

Academic Misconduct

Academic misconduct concerns a student's inappropriate behavior in a class regardless of the class format and delivery. Such behavior includes interacting with the professor and other students in a manner that disrupts the learning environment of a class. Examples include but are not limited to: a) engaging in a discussion with other students that is not beneficial to the class or acceptable to the professor; b) interrupting class unnecessarily; c) attempting to monopolize the professor's time and attention; d) being chronically late to the class; and e) failing to engage in a class in a manner that is required by the professor, such as chronically late submission of assignments. Misconduct also covers verbal or nonverbal harassment and threats in relation to classes. Student behavior must not infringe on the rights of other students or faculty during a class, including the online environment.

Course, Department, and University policies will be followed in handling academic misconduct.

A student will be notified when his or her conduct is inappropriate. If the student does not respond to the notification and/or the inappropriate conduct continues, the student will be removed from the classroom and/or Blackboard. If the student subsequently engages in misconduct, the student will be removed from the course. If the student continues to engage in misconduct, he or she may be removed from the program entirely; and the professor may begin university procedures for removal from the university.

Please note - In egregious cases of misconduct, such as verbal or written abuse or threats, the student may immediately be removed from the classroom and/or Blackboard, from the course, and from the program entirely. In such cases, the professor may begin university procedures for removal from the university.

Academic Dishonesty

Academic dishonesty refers to the various categories of cheating and plagiarism in a class, regardless of the class format and delivery.

1. Cheating on an examination, quiz, or homework assignment involves any of several categories of dishonest activity. Examples include but are not limited to: a) copying from an examination, quiz, or any other assignment of another student; b) utilizing notes, messages, or crib sheets in any format which gives the student extra help on an exam or quiz, and which were not approved by the professor of the class; c) obtaining advance copies of exams or quizzes by any means; d) hiring a substitute to take an exam or bribing any other individual to obtain exam or quiz questions; e) buying term papers or other assignments from the Internet or any other source; and f) using the same paper to fulfill requirements in several classes without the consent of the professors teaching those classes.

2. Plagiarism is stealing the ideas or writing of another person and using them as one's own. This includes not only passages, but also sentences and phrases that are incorporated in the student's written or oral work without acknowledgement to the true author. Any assignment, including but not limited to lab work, report, paper, presentation, or discussion board, written by copying or cutting and pasting from the Internet or any other source is plagiarized. Slight modifications in wording do not change the fact the sentence or phrase is plagiarized. Acknowledgment of the source of ideas must be made through a recognized footnoting or citation format. Plagiarism includes recasting the phrase or passage in the student's own words of another's ideas that are not considered common knowledge. Acknowledgement of source must be made in this case as well.

Course, Department, College, and University policies will be followed in handling academic dishonesty.

Students who violate the Code of Academic Integrity (cheating, plagiarism, etc.) face penalties ranging from being required to redo the assignment (i.e., properly cite sources in cases of plagiarism) to failure of the assignment and/or class. The sanction is dependent on the severity of the violation as well as the number of times a student has violated the policy in the class. Egregious or multiple violations may result in additional university level sanctions.

In addition, any student who aids another student in academic dishonesty (e.g., answers or provides a paper or a completed homework assignment to another student for submission) will be treated as also being involved in the dishonesty and appropriate penalties will apply.

Egregious cases of plagiarism (i.e., large sections copied from another source) will result in an automatic "F" for the course. THIS MEANS NO COPYING & PASTING IN ANY ASSIGNMENT.

Professionalism, Communication, & Respect

It is the policy and expectation of the Department of Emergency Management that students will conduct themselves in a professional manner that is guided by respect, collegiality, honesty, and ethical behavior in all of their interactions and communication with university faculty, staff, each other, and the community. Students are expected to maintain the highest ideals of academic and social conduct and are responsible for knowing the published policies and standards. Students also are expected to respect the views and personal dignity of other members of the university community, though this does not require that you must agree with others' views. The purposes of this policy are to promote excellence and integrity in all of our activities; to ensure that all persons are treated with respect, dignity, and courtesy; and to promote constructive communication and collaborative teamwork.

DISABILITY SERVICES:

Arkansas Tech University is subject to and endorses both the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Contact information for the Office of Disability Services: Doc Bryan, Suite 171, 1605 N. Coliseum Dr., Russellville, AR 72801; phone: (479) 968-0302; TTY (479) 964-3290.
Detailed information, including accommodations, is available at: http://www.atu.edu/disabilities

Students choosing to utilize their accommodation plan are responsible for meeting with their instructors to discuss their accommodation plan. In no instance is a student required to share the nature of their disability with anyone other than Disability Services.

STUDENT NEEDS STATEMENT:

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to notify the instructor, if they are comfortable in doing so. Community resources are available for students and can be found at the following webpage: **https://www.atu.edu/localresources/**

If a student finds they need more support, they are encouraged to contact the Office of the Vice President for Student Services (479-968-0238).

TECHNICAL ASSISTANCE:

Technical support, including Blackboard support, is available online, via email, or by phone: Telephone Support: (479) 968-0646; 1-866-400-8022; Email Support: campussupport@atu.edu
Additional information may be found at: https://ois.atu.edu/
Hours of Operation:
24 hours a day - 7 days a week ** Excluding holidays **
When the library is closed, there will only be email and telephone support available.

Updated: June 17, 2024

ARKANSAS TECH UNIVERSITY

REQUEST FOR COURSE ADDITION

Department Initiating Proposal	Date
School of Professional and Community Education	6/10/24

Title	Signature	Date
Department Head Dr. Rene Couture	Rene Couture	6/10/24
Dean Dr. Tim Carter	Tim Carter	6/17/24
Assessment Dr. Christine Austin		6.18.24
Registrar Ms. Tammy Weaver	Tammy Weaver	7/1/24
Graduate Dean (Graduate Proposals Only) Dr. Sarah Gordon		
Vice President for Academic Affairs Dr. Adolfo Santos		

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)	

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)	Effective Term:
EAM	**4193**	◉ Spring ○ **Summer I**

Official Catalog Title: (If official title exceeds 30 characters, indicate Banner Title below)

Crisis Communication

Banner Title: (limited to 30 characters, including spaces, capitalize all letters — this will display on the transcript)

Crisis Communication

Will this course be cross-listed with another existing course? If so, list course subject and number.

○ Yes ◉ No

Will this course be cross-listed with a course currently not in the undergraduate or graduate catalog?

If so, list course subject and number. ○ Yes ◉ No

Is this course repeatable for additional earned hours? ○ Yes ◉ No How many total hours?

Grading: ◉ Standard Letter ○ P/F ○ Other

Mode of Instruction (check appropriate box):

◉ 01 Lecture	○ 02 Lecture/Laboratory	○ 03 Laboratory only	
○ 05 Practice Teaching	○ 06 Internship/Practicum	○ 07 Apprenticeship/Externship	
○ 08 Independent Study	○ 09 Readings	○ 10 Special Topics	
○ 12 Individual Lessons	○ 13 Applied Instruction	○ 16 Studio Course	
○ 17 Dissertation	○ 18 Activity Course	○ 19 Seminar	○ 98 Other

Does this course require a fee? ○ Yes ◉ No How Much? Select Fee Type

If selected other list fee type:

☑ Elective ☐ Major ☐ Minor

(If major or minor course, you must complete the Request for Program Change form to add course to program.)

If course is required by major/minor, how frequently will course be offered?

Will this course require any special resources such as unusual maintenance costs, library resources, special software, distance learning equipment, etc.?

No

Will this course require a special classroom (computer lab, smart classroom, or laboratory)?

No

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. If this course is required for the major or minor, complete the following.
    1. Provide the program level learning outcome(s) it addresses.
    2. Provide tool or measure directly linked to each program learning outcome. (How will student learning in this outcome be measured?)
c. What is the rationale for adding this course?

The EAM required courses do not provide full understanding of crisis communication. This course (EAM 4193: Crisis Communication) focuses on risk and crisis communication during, before, and in the aftermath of a disaster. Students learn about effective communication strategies and message development that facilitate preparedness, response, recovery, and mitigation activities.

What evidence demonstrates this need?

This course provides an in-depth understanding on disaster communication by using evidence-based approach and case studies. Several EAM students have requested a class that concentrates on communication and have taken this class when provided as an elective.

For the proposed course, attach a syllabus in Word format that includes: **(Items a. through d. should be entered as they should appear in the catalog)**

a. Course subject
b. Course number
c. Catalog course title
d. Catalog description
    1. Arkansas Course Transfer System (ACTS) course number, if applicable
    2. Cross-listing
    3. Offered (e.g., Fall only, Spring only. Do not enter if offer course fall and spring)
    4. Prerequisites
    5. Co-requisites
    6. Description
    7. Notes (e.g., information not in description such as course may be repeated for credit)
    8. Contact Hours if different than lecture (e.g., Lecture three hours, laboratory three hours)
    9. Fees (e.g., $36 art fee)
e. Section for Name of instructor, office hours, contact information (telephone, email)
f. Text required for course
g. Bibliography (supplemental reading list)
h. Justification/rationale for the course
i. Course objectives
j. Description of how course meets general education objectives (courses included in the general education component should show how the course meets one or more of the objectives contained in General Education Objectives listed in undergraduate catalog)
k. Assessment methods: Please see the assessment document provided in page 4.
l. Policy on absences, cheating, plagiarism, etc.
m. Course content (outline of material to be covered in course).

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.

EAM 4193: Crisis Communication			
Course Description This course will cover both the theoretical and practical perspectives of crisis communications. Students will learn the importance of an organized approach to dealing with unexpected, crisis situations and the need for clear, concise information communicated effectively.			
Program Learning Outcome	**I/R/M**	**Course Objectives**	**Assessment Measure**
Operates within the EM framework, principles, and body of Knowledge	Reinforce	Demonstrate an understanding of communication processes, principles, and models that are applicable to crisis communication.	Emergency Risk Communication Module Assignment
Disaster Risk Management	Reinforce	Develop poise and confidence in crisis-related communication situations.	FEMA IS Course
Possess Critical Thinking	Reinforce	Make effective use of problem-solving skills and techniques in a variety of crisis communication contexts.	Public Outreach Assignment
Success Measure: At least 75% of students will get at least 70% in all the assessment measures.			

Course Syllabus

COURSE NUMBER:
EAM 4193

COURSE TITLE:
Crisis Communication

COURSE TIME:
Online

INSTRUCTOR:
Dr. Rejina Manandhar
Office Location: Dean Hall 107 A
Phone: 479-356-2014
Email: rmanandhar@atu.edu

OFFICE HOURS: Tuesday: 11 a.m. to 2 p.m.
Wednesday: 9 a.m. to 12 p.m.
or By Appointment (Email me to schedule an appointment).

*Office hours are subject to change; changes will be posted on the Blackboard.

CATALOG DESCRIPTION:
This course will cover both the theoretical and practical perspectives of crisis communications. Students will learn the importance of an organized approach to dealing with unexpected, crisis situations and the need for clear, concise information communicated effectively.

TEXT REQUIRED:
Coombs, W. T. (2021). *Ongoing crisis communication: Planning, managing, and responding.* (6th Edition) Sage publications. 9781071816646

SUPPLEMENTAL READINGS:
Additional readings will be provided by the instructor via Blackboard.

COURSE OBJECTIVES:
This course is designed to provide students with both theoretical insights as well as applicable skills for communication related to crisis communication, especially in organizational contexts. The primary desired outcomes of this course are as follows:

1. Students will be prepared to more effectively observe, analyze, create, and respond to a variety of communication behaviors related to crisis events.

2. Students will be more prepared to successfully employ a variety of communication strategies in order to achieve success in communication relative to crisis-related contexts.

Therefore, upon successful completion of this course, the successful student will be able to:

1. Demonstrate an understanding of communication processes, principles, and models that are applicable to crisis communication.
2. Develop poise and confidence in crisis-related communication situations.
3. Make effective use of problem-solving skills and techniques in a variety of crisis communication contexts.

COURSE ASSESSMENT:

Please note the following breakdown of points:

Point Accumulation		Grade Scale		
Assignments	Points	Accumulated Points	Percent	Grade
Discussion Boards (9 x 50 pts)	450	900- 1000	90-100	A
Assignments (6 x 80)	480	800 – 899	80-89	B
Final Exam	70	700 – 799	70-79	C
Total Points	**1000**	600 – 699	60-69	D
		< 599	0-59	F

COURSE CONTENT:

Readings

In addition to the required readings, students are also encouraged to keep up to date with current events by reading local and national newspapers as well as online sources. Some useful links include: http://www.nytimes.com/, http://www.washingtonpost.com, http://www.cnn.com.

Discussion Boards

There are *discussion assignments* to be completed through the course of the semester. You will post your answers (min 400 words) to the discussion questions assigned for each unit and reply to at least two other student's post (min. 150 words). Use assigned readings, examples, and proper in-text and reference citations in your posts. You can include an outside reference or link if you feel it would add to or enhance the discussion, along with the citation of the readings covered.

The grading rubric for Discussion Board assignments is listed below:

Assignment Grading (80 Points Total)	
Discussion Board Posting/ Discussion Question (P1) (Short or Inflated Word Count)	30 points (- 15 points)
Response to Student #1 Discussion Question (R1) (Short or Inflated Word Count)	15 points (- 10 points)
Citation, Sentence Structure and Grammar	5 points

Satisfactory work/participation is equal to a "40/ B". Doing <u>more</u> than the minimum requirement will likely earn a higher grade.

Assignments

Each student will complete assignments related to case analysis, training modules, and FEMA IS Course. The course schedule outlines the deadline for the assignments.

Final Exam
Students are required to take a final exam for the course. Instructions will be provided on the Blackboard.

Subject to Change
The course content is subject to change should the instructor determine, such change would better meet the student's educational needs.

Effort and Substance
The effort put forth by the student and the substance of the student's answers will be considered in all work submitted for the course.

If you find that a question cannot be answered straight from the assigned reading material, the intent is for you to take what you have learned from the reading and extrapolate from it. The question may be answered based on a concept from the reading rather than a verbatim example, or it may require some outside research.

The purpose is for the student to develop thinking skills – intellectual activity versus memorization or regurgitation. Throughout the course the student will be asked to use critical, practical, and creative thinking, which will be significantly more beneficial than memorizing or copying material and forgetting it shortly thereafter.

COURSE POLICIES:
Assignment Completion
Students must complete their assignment within the timeframe specified by the instructor. Any new assignment will be posted on **Blackboard** under a **numbered Learning Module** on the day the assignment is given. Assignment due dates are shown in the **Course Schedule** and the **Learning Module Instruction** document. You must cite your sources in all the assignments using APA 7th edition format.

Late Work
Assignments must be received by the due date and time as given by the instructor. If you have not made arrangements **prior** to the due date, late assignments will be given a reduction in points as set out in the chart below. Any assignment that is more than one week late will not be accepted.

Late Assignment Policy	
30 mins. – 1 day	10 % reduction
2 days – 4 days	25% points reduction
5 days – 1 week	50% points reduction
> 1 week	0% -- NO CREDIT

E-Mail Correspondence
In all e-mails to the instructor, **list the course number and section number**. And, if applicable, **list the name or number of the assignment** in the **"Subject Line" of the e-mail**. Also, be sure your name is somewhere on the email and on any attached assignment.

All students must give prompt attention to communications from faculty and staff members of the University. Most communications will be sent to your official Tech e-mail address. University policy dictates that electronic communications to your instructor must be sent from your official Tech e-mail address.

Abandoning the Class

If, at any time during the semester, you abandon the class or fail to complete and submit assignments, you may be referred to the Tech Early Warning Program. If you are unresponsive to contact attempts, you may be dropped from the course by your instructor with an "WN" for abandoning the class or non-performance. It is your responsibility to contact the instructor directly when you cannot complete your class work on time.

Campus policy outlines the dates for dropping a course with a "W". If you have a failing score and do not drop before the stated deadline, you will receive an "F" on your transcript for the course; therefore, it is in your best interest to monitor your status in the course and take advantage of the opportunity to withdraw with a "W" rather than remaining in the course and receiving an "F."

You are responsible for explaining to the instructor the reason for not completing your assignments due to sickness, accident, or death in the family. The instructor is entitled to request verification. For excuses, which make it difficult for you to contact the instructor, such as an emergency, you should contact the Dean of Students office, Doc Bryan Student Services Center, Room 233, (479-968-0407) to have the instructor notified.

Academic Misconduct

Academic misconduct concerns a student's inappropriate behavior in a class regardless of the class format and delivery. Such behavior includes interacting with the professor and other students in a manner that disrupts the learning environment of a class. Examples include but are not limited to: a) engaging in a discussion with other students that is not beneficial to the class or acceptable to the professor; b) failing to engage in a class in a manner that is required by the professor, such as chronically late submission of assignments. Misconduct also covers verbal or nonverbal harassment and threats in relation to classes. Student behavior must not infringe on the rights of other students or faculty during a class, including the online environment.

Course, Department, and University policies will be followed in handling academic misconduct.

A student will be notified when his or her conduct is inappropriate. If the student does not respond to the notification and/or the inappropriate conduct continues, the student will be removed from the course. If the student continues to engage in misconduct, he or she may be removed from the program entirely; and the professor may begin university procedures for removal from the university.

Please note - In egregious cases of misconduct, such as verbal or written abuse or threats, the student may immediately be removed from the Blackboard, from the course, and from the program entirely.

Academic Dishonesty

Academic dishonesty refers to the various categories of cheating and plagiarism in a class, regardless of the class format and delivery.

1.Cheating on an examination, quiz, or homework assignment involves any of several categories of dishonest activity. Examples include but are not limited to: a) copying from an examination, quiz, or any other assignment of another student; b) utilizing notes, messages, or crib sheets in any format which gives the student extra help on an exam or quiz, and which were not approved by the professor of the class; c) obtaining advance copies of exams or quizzes by

any means; d) hiring a substitute to take an exam or bribing any other individual to obtain exam or quiz questions; e) buying term papers or other assignments from the Internet or any other source; and f) using the same paper to fulfill requirements in several classes without the consent of the professors teaching those classes.

2.Plagiarism is stealing the ideas or writing of another person and using them as one's own. This includes not only passages, but also sentences and phrases that are incorporated in the student's written or oral work without acknowledgement to the true author. Any assignment, including but not limited to lab work, report, paper, presentation, or discussion board, written by copying or cutting and pasting from the Internet or any other source is plagiarized. Slight modifications in wording do not change the fact the sentence or phrase is plagiarized. Acknowledgment of the source of ideas must be made through a recognized footnoting or citation format. Plagiarism includes recasting the phrase or passage in the student's own words of another's ideas that are not considered common knowledge. Acknowledgement of source must be made in this case as well.

Course, Department, and University policies will be followed in handling academic dishonesty.

At a minimum, the student (and any student caught assisting in the dishonesty) will be given an ***automatic*** "F" for the test/assignment in question and possibly an "F" for the course. Subsequent cases of plagiarism or cheating will result in a minimum of one letter grade course reduction for each incident or an "F" for the course. If the student continues to engage in any academic dishonesty, he or she will be removed from the program entirely.

In addition, any student who aids another student in academic dishonesty (e.g., answers or provides a paper or a completed homework assignment to another student for submission) will be treated as also being involved in the dishonesty and appropriate penalties will apply.

Egregious cases of plagiarism (i.e., large sections copied from another source) will result in an automatic "F" for the course. THIS MEANS NO COPYING & PASTING IN ANY ASSIGNMENT.

Professionalism, Communication, & Respect

It is the policy and expectation of the Department of Emergency Management that students will conduct themselves in a professional manner that is guided by respect, collegiality, honesty, and ethical behavior in all their interactions and communication with university faculty, staff, each other, and the community. Students are expected to maintain the highest ideals of academic and social conduct and are responsible for knowing the published policies and standards. Students also are expected to respect the views and personal dignity of other members of the university community, though this does not require that you must agree with others' views. The purposes of this policy are to promote excellence and integrity in all of our activities; to ensure that all persons are treated with respect, dignity, and courtesy; and to promote constructive communication and collaborative teamwork.

STATEMENT OF NON-DISCRIMINATION and ACCESS:

Arkansas Tech University does not discriminate on the basis of color, sex, sexual orientation, gender identity, race, age, national origin, religion, veteran status, genetic information, or disability in any of practices, policies, or procedures. If you have experienced any form of discrimination or harassment, including sexual misconduct (e.g. sexual assault, sexual harassment, stalking, domestic or dating violence), we encourage you to report this to the

institution. If you report such an incident of misconduct to a faculty or staff member, they are required by law to notify Arkansas Tech University's Title IX Coordinator and share the basic facts of your experience. The Title IX Coordinator will then be available to assist you in understanding all your options and in connecting you with all possible resources on and off campus. For more information please visit: http://www.atu.edu/titleix/index.php.

Arkansas Tech University adheres to the requirements of the Americans with Disabilities Act in order to prevent barriers to academic accessibility. If you need an accommodation due to a disability, please contact the ATU Office of Disability Services, located in Doc Bryan Student Center, Suite 141, or visit http://www.atu.edu/disabilities/index.php.

TECHNICAL ASSISTANCE:

Technical support, including Blackboard support, is available online, via email, or by phone:
Telephone Support: (479) 968-0646; 1-866-400-8022; Email Support: campussupport@atu.edu
Additional information may be found at: https://ois.atu.edu/

ARKANSAS TECH UNIVERSITY

REQUEST FOR COURSE ADDITION

Department Initiating Proposal	Date
School of PACE	6/17/2024

Title	Signature	Date
Department Head	Rene Couture	6/18/24
Dean	Jim Lutz	6/19/24
Assessment	Amanda Gardner	7/23/24
Registrar	Tammy Wade	7/1/24
Graduate Dean (Graduate Proposals Only)		
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)	

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)	Effective Term:
EAM	4203	○ Spring ◉ Summer I
Official Catalog Title: (If official title exceeds 30 characters, indicate Banner Title below)		
EXTERNSHIP		
Banner Title: (limited to 30 characters, including spaces, capitalize all letters — this will display on the transcript)		
EXTERNSHIP		

Will this course be cross-listed with another existing course? If so, list course subject and number.

○ Yes ◉ No

Will this course be cross-listed with a course currently not in the undergraduate or graduate catalog?

If so, list course subject and number. ○ Yes ◉ No

Is this course repeatable for additional earned hours? ○ Yes ◉ No How many total hours?

Grading: ◉ Standard Letter ○ P/F ○ Other

Mode of Instruction (check appropriate box):

○ 01 Lecture	○ 02 Lecture/Laboratory	○ 03 Laboratory only
○ 05 Practice Teaching	○ 06 Internship/Practicum	◉ 07 Apprenticeship/Externship
○ 08 Independent Study	○ 09 Readings	○ 10 Special Topics
○ 12 Individual Lessons	○ 13 Applied Instruction	○ 16 Studio Course
○ 17 Dissertation	○ 18 Activity Course	○ 19 Seminar ○ 98 Other

Does this course require a fee? ○ Yes ◉ No How Much? Select Fee Type

If selected other list fee type:

☐ Elective ☑ Major ☐ Minor

(If major or minor course, you must complete the Request for Program Change form to add course to program.)

If course is required by major/minor, how frequently will course be offered?

Fall, Spring, Summer

Will this course require any special resources such as unusual maintenance costs, library resources, special software, distance learning equipment, etc.?

no

Will this course require a special classroom (computer lab, smart classroom, or laboratory)?

no

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. If this course is required for the major or minor, complete the following.

   1. Provide the program level learning outcome(s) it addresses. **Individual Competencies** – Attached
   2. Provide tool or measure directly linked to each program learning outcome. (How will student learning in this outcome be measured?) **Portfolio**

c. What is the rationale for adding this course? What evidence demonstrates this need? **Re-distributing requirements from 4606. Students have been confused by the multiple components of the course. This will provide clarity for students.**

EMERGENCY MANAGEMENT AND HOMELAND SECURITY BACHELOR'S DEGREE ASSESSMENT PLAN 2024-2026

Undergraduate Success Measure: At least 75% of students will score at least 70% in all the assessment measures.

In keeping with university policy, the EMHS program will assess one program level learning objective each academic year.

- **2024: Individual Competency (Integrative Knowledge)** At the completion of this program, participants will be able to effectively apply emergency management principles, critical thinking skills, and ethical considerations while continually expanding their knowledge in alignment with the established body of knowledge.
- **2025: Practitioner Competency (Global Contextual Adaptation)** At the completion of this program, emergency management practitioners will possess a comprehensive skill set encompassing scientific literacy, geographic literacy, sociocultural literacy, technological literacy, and systems literacy, enabling them to effectively and adaptively address complex emergency situations.
- **2026: Relationship Competency (Applied and Collaborative Learning)** At the completion of this program, participants will have developed strong relationship-building skills and competencies in disaster risk management, community engagement, governance and civics, and leadership, enabling them to foster effective partnerships, lead diverse teams, and enhance community resilience in emergency situations.

Objectives		Introducing		Reinforcing		Mastering Competence	
		Course	*Measure*	*Course*	*Measure*	*Course*	*Measure*
Individual Competency (Integrative Knowledge)	Operates within the EM framework	EAM 1013	Assignment	EAM 3023	Assignment	EAM 4203	ePortfolio
				EAM 4003	Assignment	EAM 4503-6	Presentation
	Critical Thinking	EAM 2003	Assignment	EAM 3063	Quiz	EAM 4603	Assignment
				EAM 4023	Assignment		
	Professional Ethics	EAM 2003	Assignment	EAM 3053	Final		
				EAM 4033	Assignment		
	Continual Learning	EAM 3003	Assignment	EAM 3013	Assignment		
				EAM 4013	Assignment		
Practitioner Competency (Global Contextual Adaptation)	Scientific Literacy	EAM 2003	Assignment	EAM 4003	Assignment	EAM 4203	ePortfolio
				EAM 4033	Assignment	EAM 4503-6	Presentation
	Geographic Literacy	EAM 1013	Assignment	EAM 4013	Assignment	EAM 4603	Assignment
				EAM 4023	Assignment		
	Sociocultural Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 3053	Assignment		
	Technological Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 4023	Assignment		
	Systems Literacy	EAM 1013	Assignment	EAM 3013	Assignment		
				EAM 3063	Assignment		
Relationship Competency (Applied and Collaborative Learning)	Disaster & Homeland Security Risk Management.	EAM 1013	Assignment	EAM 4023	Presentation	EAM 4203	ePortfolio
				EAM 4003	Assignment	EAM 4503-6	Presentation
	Community Engagement	EAM 1013	Assignment	EAM 3023	Assignment	EAM 4603	Assignment
				EAM 3053	Assignment		
	Governance & Civics	EAM 2003	Assignment	EAM 3013	Assignment		
				EAM 3063	Presentation		
	Leadership	EAM 3003	Assignment	EAM 4033	Assignment		
				EAM 4013	Assignment		

-

For the proposed course, attach a syllabus in Word format that includes: **(Items a. through d. should be entered as they should appear in the catalog)**

a. Course subject
b. Course number
c. Catalog course title
d. Catalog description
    1. Arkansas Course Transfer System (ACTS) course number, if applicable
    2. Cross-listing
    3. Offered (e.g., Fall only, Spring only. Do not enter if offer course fall and spring)
    4. Prerequisites
    5. Co-requisites
    6. Description
    7. Notes (e.g., information not in description such as course may be repeated for credit)
    8. Contact Hours if different than lecture (e.g., Lecture three hours, laboratory three hours)
    9. Fees (e.g., $36 art fee)
e. Section for Name of instructor, office hours, contact information (telephone, email)
f. Text required for course
g. Bibliography (supplemental reading list)
h. Justification/rationale for the course
i. Course objectives
j. Description of how course meets general education objectives (courses included in the general education component should show how the course meets one or more of the objectives contained in General Education Objectives listed in undergraduate catalog)
k. Assessment methods (include grading policy with specific equivalents for A, B, C)
l. Policy on absences, cheating, plagiarism, etc.
m. Course content (outline of material to be covered in course).

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.

Course Syllabus

COURSE NUMBER:
EAM – 4203-01

COURSE TITLE:
Externship

INSTRUCTOR:
Jamie Stacy, Ph.D.
Dean Hall, 201B
402 West O St.
Russellville, AR 72801-2222
(479) 880-4046 Office
jstacy4@atu.edu

OFFICE HOURS:
Tuesday & Thursday: 8:00-9:30; 1:00-2:30; Friday: 8:00-12:00; or By Appointment.
To schedule an appointment go to http://bit.ly/jamiestacyphd

CATALOG DESCRIPTION:
Pre/Co-requisites: EAM 3003, 3013, 3023, 3053, 3063, 4003, 4013, 4023 and 4033, or consent of department head.

Provides detailed documentation through a portfolio of students experience and training totaling a minimum of 200 contact hours. Required for Major.

REQUIRED TEXT:
No text is required for this course

JUSTIFICATION:
Externship is required to complete a Bachelor of Science degree in Emergency Management from Arkansas Tech University. Both the Externship and Internship make Tech's EM degree unique and comprehensive by giving students hands-on, real-world experience outside of the classroom. Such experience is critical for anyone entering a career in the field of emergency management.

COURSE OBJECTIVE/GOAL:
The goal for Externship is for the EM student to acquire important skills and knowledge by taking part in training and other opportunities that focus on application rather than theory.

HOW COURSE MEETS GENERAL EDUCATION REQUIREMENTS:
This course addresses the following Arkansas Tech University general education requirements:

- Communicate effectively
- Think critically
- Develop ethical perspectives

COURSE POLICIES:
E-Mail Correspondence

In all e-mails to the instructor, list the course number in the "Subject Line" of the e-mail. Also, be sure your name is somewhere on the email and on all attached documents.

Excessive Unexcused Absences/Missed Assignments

If at any time during the semester, you fail to complete and turn in assignments (*which include responding to the instructor's emails)*, you will be referred to the Tech Early Warning Program. If you are unresponsive to further attempts by the instructor to contact you, you will be dropped from the course by your instructor with an "F" for excessive absences or non-performance.

Campus policy outlines the dates for dropping a course with a "W". If you have a failing score and do not drop before the stated deadline, you will receive an "F" on your transcript for the course; therefore, it is in your best interest to monitor your status in the course and take advantage of the opportunity to withdraw with a "W" rather than remaining in the course and receiving an "F". Tech now has a very lenient withdrawal policy which eliminates the deadlines for receiving a "WP" (withdrawn with passing) or "WF" (withdrawn with failing) and has extended the period for withdrawing with just a "W" until almost the end of the semester.

You are responsible for explaining to the instructor the reason for absences (or *lack of contact)* due to sickness, accident or death in the family. For absences which make it difficult for you to contact the instructor, such as an emergency, you should contact the Student Services Office, Doc Bryan Student Services Center, Room 233, (479-968-0239) to have the instructor notified.

Externship Documentation

Students are responsible for maintaining their own documentation for their extern activities. The EM Department, including the Externship Instructor, will not keep track of that information.

For every activity, the student must have documentation with an authorized signature, which reflects the name and date of the activity and the number of hours the student participated.

If certificates, sign-in sheets, or other documentation are sent to the EM Department, students will be notified so they may pick up the documents, or they may be emailed to the students OneTech account.

If an official document is not be provided, it is the student's responsibility to create one by obtaining an authorized signature on a document that reflects the name and date of the activity and the number of hours the student participated. An official form is located on blackboard under course documents.

It is imperative for the student to keep a log of all activities and hours, so if a document is not received or is misplaced, the student will be able to provide the necessary information to obtain proper documentation. Externship Volunteer forms may be found at http://www.atu.edu/emergencymanagement/docs/externship_volunteer_form.doc

Portfolio Submission

Your portfolio must be submitted by the date stated in the Course Guide, unless otherwise specified by the Instructor. Portfolios may be submitted in hard **copy** format (3-ring binder with or without sheet protectors), or may be submitted electronically on BlackBoard. **Format is crucial.** Portfolios turned in that do not follow format, will not be accepted. The following website provides a sample portfolio as well as a template: http://www.atu.edu/emergencymanagement/externship.shtml

Professional Conduct

1. Emergency Managers have been entrusted with major responsibilities, and must strive to gain and maintain the trust of those they serve. It is very important to act and perform in an honest, conscientious, and professional manner in all endeavors.
2. Be punctual and professional for any training activity either on or off campus. Remember, you are representing Arkansas Tech University and the Department of Emergency Management.

COURSE CONTENT:

Course Credit Requirements

This course is treated as an independent study course under the Instructor's direction and is not considered a web course even though it is on the Blackboard system and the Instructor may communicate with students via Blackboard.

Students will develop their Externship Portfolio, and this Externship Portfolio will include all externship training certificates and other documentation that reflect the required 150 contact hours.

FEMA independent study (IS) courses may be completed as part of the overall 150 externship contact hours. For a list of IS courses see: http://training.fema.gov/IS/crslist.asp. The FEMA Emergency Management Institute recommends the following seven courses for a well-rounded foundation upon which to build: http://training.fema.gov/is/searchis.aspx?search=PDS other agencies also suggest taking IS 100, 200, 700-704, 800. **NOTE** 0.3 CEUs=3 Externship Hours; Do not use the "College Credit" portion for documentation. Courses with the same number may not be used for credit more than once (i.e. IS-100.b, IS-100.FDA, and IS-100.HCb)

At least 50 contact hours of training or related Non-FEMA activities must be included in the 150 contact hours. A maximum of 10 hours of Ride Alongs or Observation with Police, Fire, EMS, or Emergency Managers may be counted.

Required Training (50 hours)

IS-100	3 contact hours
IS-200	3 contact hours
IS-700	3 contact hours
IS-800	3 contact hours
IS-120	5 contact hours
IS-230	6 contact hours
IS-235	10 contact hours
IS-240	3 contact hours
IS-241	2 contact hours
IS-242	8 contact hours
IS-244	4 contact hours

Resume

A resume must be included in the externship portfolio. Complete externship hours should be included on the resume. There are several places that provide assistance in resume writing, including, **Norman Career Services**; 1605 Coliseum Dr, Room 211; Russellville, AR 72801-2222; Office Hours: 8:00am - 5:00pm; Phone: (479)968-0278; Fax: (479)964-0863; career.services@atu.edu.

Summative Evaluations

Beginning in Fall 2011, all externship hours completed must also include a summative evaluation. Approximately 100-250 words long, you are to evaluate the importance, benefit and knowledge gained from EACH externship opportunity you participate in. This should be included on or directly following the documentation for each opportunity.(Note* externship hours completed before Fall 2011, do not require an evaluation; FEMA courses do not require an evaluation).

Externship Opportunities

Some methods of finding externship opportunities:

- Check your Tech email regularly for externship opportunities.
- Visit the International Association of Emergency Managers Student Chapter (IAEM) Facebook page (also note: IAEM members benefit from special extern opportunities).
- Participate in IAEM, Red Cross on Campus, Public Safety Cadets.
- Look at the department calendar found on Blackboard and at http://www.atu.edu/emergencymanagement/Events.php
- Be creative -- seek out opportunities and let your Instructor know about them.

COURSE ASSESSMENT:

Grades

To pass the Externship Course YOU MUST:

1. Complete the Federal Attendance Policy Agreement with 100%.
2. Submit your portfolio by the due date specified in the Course Guide.
3. See Rubric for complete requirements.

Critical Dates

Assignment	Due Date
Federal Attendance Policy Agreement	January 20, 2024
Portfolio Draft 1	February 20, 2024
Portfolio Draft 2	March 20, 2024
Submit Portfolio	April 20, 2024

BLACKBOARD TECHNICAL ASSISTANCE:

For help using Blackboard

Go to http://etech.atu.edu/ and click on "Help Desk" then "FAQs – Students" or go to http://elearn.atu.edu/ for further information call 479-964-0546 or toll free at 866-400-8022.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
School of PACE	6/3/2024

Title	Signature	Date
Department Head	Rene Couture	6/18/24
Dean		6/19/24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
EAM	**1013**

Official Catalog Title:
Aim & Scope of Emergency Management

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)
Change Course Title to:
Introduction to Emergency Management
Banner Title: **INTRO TO EMERGENCY MANAGEMENT**

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.
   STUDENTS DO NOT UNDERSTAND THE TERM "AIM & SCOPE", THIS IS TO CLARIFY THE PURPOSE OF THE COURSE.

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.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
School of PACE	6/17/2024

Title	Signature	Date
Department Head	Rene Couture	6/18/24
Dean	Jim Lutz	6/19/24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
EAM	**2413**

Official Catalog Title:

UAVs in Emergency Management

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description)
Delete the prerequisite
Prerequisite: ENGL 1013.

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.
   ENGL 1013 is not necessary to be successful in this course.

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.

ARKANSAS TECH UNIVERSITY

REQUEST FOR COURSE CHANGE

Department Initiating Proposal	Date
School of PACE	6/17/24

Title	Signature	Date
Department Head	Rene Couture	6/18/24
Dean	[signature]	6/19/24
Assessment	Amanda Gardner	7/23/24
Registrar	Tammy Williams	7/11/24
Graduate Dean (Graduate Proposals Only)		
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)	

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
EAM	**4106**
Official Catalog Title: **INTERNSHIP/PRACTICUM**	

Is this course cross-listed with another existing course? If so, list course subject and number.

○ Yes ◉ No

Request to change: (check appropriate box):

☑ Course Number	☑ Title	☑ Course Description
☐ Cross-Listing	☐ Prerequisite	☐ Co-requisite
☐ Grading	☐ Fee	
☐ Other		

NOTES: These changes will become effective in the Summer I Term of the new catalog year. If this course is cross-listed, a prerequisite/co-requisite, or included in the course description of other courses, a Course Change must be submitted to address all changes in related courses.

New Course Number: (e.g., 1003)

4503-6

New Official Catalog Title: (If official title exceeds 30 characters, indicate Banner Title below)

Internship

Banner Title: (limited to 30 characters, including spaces, capitalize all letters - this will display on the transcript)

INTERNSHIP

New Course Description:

Prerequisites: Departmental approval.

Provides practical experience in the emergency management field and applies emergency management theory to actual problems in a non-classroom situation. A minimum of 200 hours per 3 credit hours of relevant work experience must be completed in an approved internship site. The student will work with an advisor to have a site approved by the internship coordinator prior to course enrollment. Six hours are required to meet the requirements for the major. May be repeated for up to six hours credit. Required for major.

$100 course fee.

New Cross List:

☐ Adding Cross-Listing	☐ Changing Cross-Listing	☐ Deleting Cross-Listing

If adding or changing cross-listing, indicate course subject and number

New Prerequisite (list all, as you want them to appear in the catalog):

New Co-requisite (list all, as you want them to appear in the catalog):

☐ Elective	☑ Major	☐ Minor

(If major or minor course, you must complete the Request for Program Change form to add course to program.)

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. If this course is required for the major or minor, complete the following.

a. Provide the program level learning outcome(s) it addresses. **Practitioner Competencies** See attached

b. Provide tool or measure directly linked to each program learning outcome. (How will student learning in this outcome be measured?) **Final Presentation**

c. What is the rationale for adding this course? What evidence supports this action? **Already had 4106 Internship, but wanted to allow for variable credit. Students have had challenges completing 400 hours during one semester. This will allow students to complete the requirement over multiple semesters. It will also allow students to have multiple varied experiences since the field of EM is so broad.**

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.
Not applicable

EMERGENCY MANAGEMENT AND HOMELAND SECURITY BACHELOR'S DEGREE ASSESSMENT PLAN 2024-2026

Undergraduate Success Measure: At least 75% of students will score at least 70% in all the assessment measures.

In keeping with university policy, the EMHS program will assess one program level learning objective each academic year.

- **2024: Individual Competency (Integrative Knowledge)** At the completion of this program, participants will be able to effectively apply emergency management principles, critical thinking skills, and ethical considerations while continually expanding their knowledge in alignment with the established body of knowledge.
- **2025: Practitioner Competency (Global Contextual Adaptation)** At the completion of this program, emergency management practitioners will possess a comprehensive skill set encompassing scientific literacy, geographic literacy, sociocultural literacy, technological literacy, and systems literacy, enabling them to effectively and adaptively address complex emergency situations.
- **2026: Relationship Competency (Applied and Collaborative Learning)** At the completion of this program, participants will have developed strong relationship-building skills and competencies in disaster risk management, community engagement, governance and civics, and leadership, enabling them to foster effective partnerships, lead diverse teams, and enhance community resilience in emergency situations.

Objectives		Introducing		Reinforcing		Mastering Competence	
		Course	*Measure*	*Course*	*Measure*	*Course*	*Measure*
Individual Competency (Integrative Knowledge)	Operates within the EM framework	EAM 1013	Assignment	EAM 3023	Assignment	EAM 4203	ePortfolio
				EAM 4003	Assignment	EAM 4503-6	Presentation
	Critical Thinking	EAM 2003	Assignment	EAM 3063	Quiz	EAM 4603	Assignment
				EAM 4023	Assignment		
	Professional Ethics	EAM 2003	Assignment	EAM 3053	Final		
				EAM 4033	Assignment		
	Continual Learning	EAM 3003	Assignment	EAM 3013	Assignment		
				EAM 4013	Assignment		
Practitioner Competency (Global Contextual Adaptation)	Scientific Literacy	EAM 2003	Assignment	EAM 4003	Assignment	EAM 4203	ePortfolio
				EAM 4033	Assignment	EAM 4503-6	Presentation
	Geographic Literacy	EAM 1013	Assignment	EAM 4013	Assignment	EAM 4603	Assignment
				EAM 4023	Assignment		
	Sociocultural Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 3053	Assignment		
	Technological Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 4023	Assignment		
	Systems Literacy	EAM 1013	Assignment	EAM 3013	Assignment		
				EAM 3063	Assignment		
Relationship Competency (Applied and Collaborative Learning)	Disaster & Homeland Security Risk Management.	EAM 1013	Assignment	EAM 4023	Presentation	EAM 4203	ePortfolio
				EAM 4003	Assignment	EAM 4503-6	Presentation
	Community Engagement	EAM 1013	Assignment	EAM 3023	Assignment	EAM 4603	Assignment
				EAM 3053	Assignment		
	Governance & Civics	EAM 2003	Assignment	EAM 3013	Assignment		
				EAM 3063	Presentation		
	Leadership	EAM 3003	Assignment	EAM 4033	Assignment		
				EAM 4013	Assignment		

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ARKANSAS TECH UNIVERSITY

REQUEST FOR COURSE CHANGE

Department Initiating Proposal	Date
School of PACE	6/17/24

Title	Signature	Date
Department Head	Rene Couture	6/18/24
Dean	Jim Lutz	6/19/24
Assessment	Amanda Gardner	7/23/24
Registrar	Tammy Weaver	7/11/24
Graduate Dean (Graduate Proposals Only)		
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)	

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
EAM	**4606**
Official Catalog Title: **Capstone**	

Is this course cross-listed with another existing course? If so, list course subject and number.

○ Yes ◉ No

Request to change: (check appropriate box):

☑ Course Number ☐ Title ☐ Course Description

☐ Cross-Listing ☐ Prerequisite ☐ Co-requisite

☐ Grading ☐ Fee

☐ Other

NOTES: These changes will become effective in the Summer I Term of the new catalog year. If this course is cross-listed, a prerequisite/co-requisite, or included in the course description of other courses, a Course Change must be submitted to address all changes in related courses.

New Course Number: (e.g., 1003)

4603

New Official Catalog Title: (If official title exceeds 30 characters, indicate Banner Title below)

[no title change]

Banner Title: (limited to 30 characters, including spaces, capitalize all letters - this will display on the transcript)

New Course Description:

New Cross List:

☐ Adding Cross-Listing ☐ Changing Cross-Listing ☐ Deleting Cross-Listing

If adding or changing cross-listing, indicate course subject and number

New Prerequisite (list all, as you want them to appear in the catalog):

New Co-requisite (list all, as you want them to appear in the catalog):

☐ Elective ☑ Major ☐ Minor

(If major or minor course, you must complete the Request for Program Change form to add course to program.)

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. If this course is required for the major or minor, complete the following.
   a. Provide the program level learning outcome(s) it addresses. **PRACTITIONER COMPENTENCIES**
   b. Provide tool or measure directly linked to each program learning outcome. (How will student learning in this outcome be measured?) **APPLIED LEARNING ASSESSMENT**

c. What is the rationale for adding this course? What evidence supports this action? **Re-distributing requirements from 4606. Students have been confused by the multiple components of the course. This will provide clarity for students.**

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.

EMERGENCY MANAGEMENT AND HOMELAND SECURITY BACHELOR'S DEGREE ASSESSMENT PLAN 2024-2026

Undergraduate Success Measure: At least 75% of students will score at least 70% in all the assessment measures.

In keeping with university policy, the EMHS program will assess one program level learning objective each academic year.

- **2024: Individual Competency (Integrative Knowledge)** At the completion of this program, participants will be able to effectively apply emergency management principles, critical thinking skills, and ethical considerations while continually expanding their knowledge in alignment with the established body of knowledge.
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- **2026: Relationship Competency (Applied and Collaborative Learning)** At the completion of this program, participants will have developed strong relationship-building skills and competencies in disaster risk management, community engagement, governance and civics, and leadership, enabling them to foster effective partnerships, lead diverse teams, and enhance community resilience in emergency situations.

Objectives		Introducing		Reinforcing		Mastering Competence	
		Course	*Measure*	*Course*	*Measure*	*Course*	*Measure*
Individual Competency (Integrative Knowledge)	Operates within the EM framework	EAM 1013	Assignment	EAM 3023	Assignment	EAM 4203	ePortfolio
				EAM 4003	Assignment	EAM 4503-6	Presentation
	Critical Thinking	EAM 2003	Assignment	EAM 3063	Quiz	EAM 4603	Assignment
				EAM 4023	Assignment		
	Professional Ethics	EAM 2003	Assignment	EAM 3053	Final		
				EAM 4033	Assignment		
	Continual Learning	EAM 3003	Assignment	EAM 3013	Assignment		
				EAM 4013	Assignment		
Practitioner Competency (Global Contextual Adaptation)	Scientific Literacy	EAM 2003	Assignment	EAM 4003	Assignment	EAM 4203	ePortfolio
				EAM 4033	Assignment	EAM 4503-6	Presentation
	Geographic Literacy	EAM 1013	Assignment	EAM 4013	Assignment	EAM 4603	Assignment
				EAM 4023	Assignment		
	Sociocultural Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 3053	Assignment		
	Technological Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 4023	Assignment		
	Systems Literacy	EAM 1013	Assignment	EAM 3013	Assignment		
				EAM 3063	Assignment		
Relationship Competency (Applied and Collaborative Learning)	Disaster & Homeland Security Risk Management.	EAM 1013	Assignment	EAM 4023	Presentation	EAM 4203	ePortfolio
				EAM 4003	Assignment	EAM 4503-6	Presentation
	Community Engagement	EAM 1013	Assignment	EAM 3023	Assignment	EAM 4603	Assignment
				EAM 3053	Assignment		
	Governance & Civics	EAM 2003	Assignment	EAM 3013	Assignment		
				EAM 3063	Presentation		
	Leadership	EAM 3003	Assignment	EAM 4033	Assignment		
				EAM 4013	Assignment		

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ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
School of PACE	6/17/2024

Title	Signature	Date
Department Head	Rena Couture	6/18/24
Dean	Jim Lastinger	6/19/24
Assessment ~~Dr. Christine Austin~~	RandaGardner	7/23/24
Registrar Ms. Tammy Weaver	Tammy Weaver	7/1/24
Vice President for Academic Affairs ~~Dr. Julie Furst-Bowe~~		

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:
Emergency Management & Homeland Security (Undergraduate)

Outline change in program: (e.g., list changes in program such as (1) delete three hours of elective and (2) add three hours of approved major electives)

1. Delete three hours of electives
2. Add three hours of EAM 2003 Introduction to Homeland Security
3. Add all EAM courses as options for Major Electives.
4. Change 4106 to 4503-6 with 6 hours required completed as either 4506 or 4503 taken twice.
5. Change 4606 to 4603.
6. Add 4203.

What impact will the change have on staffing, on other programs and space allocation?
No anticipated impact

Answer the following Assessment questions:

a. How does the program change align with the university mission?
b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable. **Not applicable**
c. What is the rationale for this program change?
    1. How will the program change impact learning for students enrolled in this program?
    The program change will allow students to have more flexibility and clarity with their curriculum.
    2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.
    Students have repeatedly stated they have difficulty completing the 400 hour requirement for internship when also trying to work.
d. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.
The EMHS Program fits in the top 5% of EM programs nationwide and sets the standard in EM curriculum. There are no state or regional EMHS programs for comparison.
e. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.) **These changes fit within the current assessment plan (included below).**

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in **EMERGENCY MANAGEMENT & HOMELAND SECURITY** (Undergraduate) (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours: 16	Freshman Spring Semester Add/Change: EAM 2003 Delete: EAM 3003 Total Hours: 16
Sophomore Fall Semester Add/Change: EAM 3003, EAM Elective Delete: Elective, EAM 3063 Total Hours: 16	Sophomore Spring Semester Add/Change: EAM 3013; EAM 4003 Delete: EAM 4033, Elective Total Hours: 15
Junior Fall Semester Add/Change: EAM 4013 Delete: EAM 3013 Total Hours: 15	Junior Spring Semester Add/Change: EAM 4033, EAM 3063, Elective 3 hrs Delete: EAM 4013, EAM 3053, EAM 3023 Total Hours: 15
Senior Fall Semester Add/Change: EAM 3053, EAM 3023 Delete: EAM 4003, EAM Elective 3hrs Total Hours: 15	Senior Spring Semester Add/Change: EAM 4603; EAM 4203 Change 4106 to 4506 Delete: EAM 4606 Total Hours: 12

EMERGENCY MANAGEMENT AND HOMELAND SECURITY BACHELOR'S DEGREE ASSESSMENT PLAN

Vision: The School of Professional and Community Education (PACE) develops experts, collaborators, and innovators who lead and transform the diverse communities in which they serve by bridging theory and practice.

Mission: The School of Professional and Community Education (PACE) is committed to the growth, development, and success of students by combining academic preparation, mentorship, and field experience. We are dedicated to empowering students to become world-changers by equipping them with the education, critical thinking, and experience needed as scholars and practitioners in their communities.

Definition of the Emergency Management Discipline: The discipline of emergency management is the scientific study of how humans and their institutions interact and cope with hazards and vulnerabilities and resulting events and consequences.

Bachelor's Assessment Plan, 2024-2026

In keeping with university policy, the EMHS program will assess one program level learning objective each academic year.

- 2024: Individual Competency (Integrative Knowledge)
- 2025: Practitioner Competency (Global Contextual Adaptation)
- 2026: Relationship Competency (Applied and Collaborative Learning)

Assignments graded by instructor initially using class grade sheets/rubrics and then forwarded for program evaluation purposes to the Assessment Coordinator and Department Head for evaluation against the undergraduate program rubric. In any instance where the threshold is not met, issues would be brought up at the next monthly department assessment-focused meeting. Subsequent decisions or changes made in response to deficiencies would be reported in the annual departmental assessment report.

- Undergraduate Success Measure: At least 75% of students will get at least 70% in all the assessment measures.

Objectives		Introducing		Reinforcing		Mastering Competence	
		Course	*Measure*	*Course*	*Measure*	*Course*	*Measure*
Individual Competency (Integrative Knowledge)	Operates within the EM framework	EAM 1013	Assignment	EAM 3023	Assignment	EAM 4203 EAM 4503-6 EAM 4603	ePortfolio Presentation Assignment
				EAM 4003	Assignment		
	Critical Thinking	EAM 2003	Assignment	EAM 3063	Quiz		
				EAM 4023	Assignment		
	Professional Ethics	EAM 2003	Assignment	EAM 3053	Final		
				EAM 4033	Assignment		
	Continual Learning	EAM 3003	Assignment	EAM 3013	Assignment		
				EAM 4013	Assignment		
Practitioner Competency (Global Contextual Adaptation)	Scientific Literacy	EAM 2003	Assignment	EAM 4003	Assignment	EAM 4203 EAM 4503-6 EAM 4603	ePortfolio Presentation Assignment
				EAM 4033	Assignment		
	Geographic Literacy	EAM 1013	Assignment	EAM 4013	Assignment		
				EAM 4023	Assignment		
	Sociocultural Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 3053	Assignment		
	Technological Literacy	EAM 3003	Assignment	EAM 3023	Assignment		
				EAM 4023	Assignment		
	Systems Literacy	EAM 1013	Assignment	EAM 3013	Assignment		
				EAM 3063	Assignment		
Relationship Competency (Applied and Collaborative Learning)	Disaster & Homeland Security Risk Management.	EAM 1013	Assignment	EAM 4023	Presentation	EAM 4203 EAM 4503-6 EAM 4603	ePortfolio Presentation Assignment
				EAM 4003	Assignment		
	Community Engagement	EAM 1013	Assignment	EAM 3023	Assignment		
				EAM 3053	Assignment		
	Governance & Civics	EAM 2003	Assignment	EAM 3013	Assignment		
				EAM 3063	Presentation		
	Leadership	EAM 3003	Assignment	EAM 4033	Assignment		
				EAM 4013	Assignment		

EMERGENCY MANAGEMENT, BACHELOR OF SCIENCE

Interest in emergency management and its importance from the global perspective continues to increase following ever present events related to natural and technological hazards, terrorism, and other homeland security issues. In this program, students explore emergency planning and preparedness, cultural considerations and natural human behavior, appropriate responses, political and legal applications within the field, and ethical foundations for emergency management professionals. The degree is available both on campus and through distance education, which received approval as an online degree program through the Higher Learning Commission of the North Central Association of Colleges and Schools.

The program employs the comprehensive emergency management approach (four phases and all hazards) required for various careers in the private sector, non-profit, and government agencies ranging from the local to federal levels. Some of these applications include business continuity, cyber security, risk assessment, preparedness, and planning.

The curriculum requires all students to complete 57 hours of EAM courses which include 12 hours of credit for practical application experiences in which students are able to turn their classroom training into practical application. The program is designed to build a solid foundation in emergency management concepts, competencies, and demonstrated applications. Additionally, students are required to complete courses related to written and oral communications as well as a Technology Course[1].

[1] Students admitted to the Accelerated Bachelor's Plus EMHS Master's Degree Program can take up to 9 credit hours at the 5000-level and 6000-level that can count towards elective hours.

Accreditation

The program is approved by the Council for the Accreditation of Emergency Management and Homeland Security Education (CAEMHSE) (https://www.caemhse.education/).

Curriculum

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

Course	Title	Hours	Completed
Freshman			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communication or Public Speaking or Business and Professional Speaking	3	
EAM 1013	Aim and Scope of Emergency Management [4]	3	
ENGL 1013	Composition I [1]	3	
MATH XXXX	Mathematics [1]	3	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
	Hours	**16**	
Spring			
EAM ~~3003~~ 2003	~~Developing Emergency Management Skills~~ [4] Introduction to Homeland Security	3	
ENGL 1023	Composition II [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
Technology Course [3]		3	
	Hours	**16**	
Sophomore			
Fall			
~~EAM 2063~~ EAM3003	~~Emergency Management Doctrine~~ [4]	3	
ENGL 2053	Technical Writing	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
~~Elective~~ EAM Elective		3	
	Hours	**16**	
Spring			
~~EAM 4033~~ EAM 3013 EAM 4003	~~Emergency Management Research and Grants~~ [4]	3	
EAM Electives [2]		3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
USHG 1XXX	U.S. History and Government [1]	3	
~~Elective~~		~~3~~	
	Hours	**15**	
Junior			
Fall			
~~EAM 3013~~ EAM 4013	~~Public Policy and Politics in Emergency Management~~ [4]	3	
EAM 4023	Technology for Comprehensive Emergency Management [4]	3	
EAM Electives [2]		3	
Electives		6	
	Hours	**15**	

Spring		
~~EAM 3023~~ EAM 3063	~~Principles of Preparedness and Response~~ [4]	3
~~EAM 3053~~ EAM 4033	~~Introduction to Ethical and Legal Issues in Emergency Management~~ [4]	3
~~EAM 4013~~	~~Resilience and Continuity~~ [4]	~~3~~
EAM Electives [2]		3
Electives 6		~~3~~ 6
	Hours	15
Senior		
Fall		
~~EAM 4003~~ EAM 3053	~~Principles of Mitigation and Recovery~~ [4,5]	~~3~~ 3
EAM 3023		3
EAM Electives [5]		~~6~~ 3
Electives [5,6]		6
EAM 4603 EAM 4203	**Hours**	15
Spring		3
EAM ~~4106~~ 4506	Internship/ Practicum [4]	~~3~~ 6
~~EAM 4606~~	~~Capstone~~ [4]	~~6~~
	Hours	12
	Total Hours	120

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

2 15 hours of EAM electives from the following: EAM 1003 Living in a Hazardous Environment, EAM 2033 Citizen/Family/Community Disaster Preparedness Education, EAM 2413 UAVs in Emergency Management, EAM 2881 Special Topics, EAM 2882 Special Topics, or EAM 2883 Special Topics, EAM 2991 Special Problems, EAM 2992 Special Problems, or EAM 2993 Special Problems, EAM 3033 The Social Dimension of Disaster, EAM 3073 Safety Standards for Emergency Managers, EAM 3123 Public Information Skills for Emergency Managers, EAM 3143 The Economics of Disaster, EAM 3243 Terrorism and Counterterrorism, EAM 3903 Public Health Emergency Management, EAM 4043 Disaster and Emergency Management Ethics, EAM 4053 Community Management of Hazardous Materials, EAM 4063 Leadership, EAM 4083 Legal Issues in Emergency Management, EAM 4093 Grants, EAM 4103 Critical Infrastructure, EAM 4881 Advanced Special Topics, EAM 4882 Advanced Special Topics, or EAM 4883 Advanced Special Topics, EAM 4951 Undergraduate Research in Emergency Administration and Management, EAM 4952 Undergraduate Research in Emergency Administration and Management, EAM 4953 Undergraduate Research in Emergency Administration and Management, or EAM 4954 Undergraduate Research in Emergency Administration and Management, EAM 4991 Special Problems, EAM 4992 Special Problems, or EAM 4993 Special Problems[2] Three (3) hour Technology Course requirement from the following: BUAD 2003 Business Information Systems; any course with the course subjects COMS, CSEC, BST, or CIS; or GEOG 2833 Introduction to Geographic Information Systems/FW 2833 Introduction to Geographic Information Systems update list

3 Three (3) hour Technology Course requirement from the following: BUAD 2003 Business Information Systems; any course with the course subjects COMS, CSEC, BST, or CIS; or GEOG 2833 Introduction to Geographic Information Systems/FW 2833 Introduction to Geographic Information Systems

4 Must earn a grade of "C" or better.

5 Students admitted to the Accelerated Bachelor's Plus EMHS Master's Degree Program may take:

- EMHS 5003 Principles of Mitigation and Recovery instead of EAM 4003 Principles of Mitigation and Recovery.
- 9 credit hours in EMHS at the 5000-level that can count towards elective hours.

Learning Outcomes

Students who complete the program will demonstrate:

- Communication: Student will demonstrate competency in public presentation and written communication skills.
- Research: Student will apply empirical research to recommend relevant strategies for solving problems.
- Leadership/Critical Thinking: Student will assume a leadership role in identifying and addressing issues in a real-world environment.
- Project Management: Student will create, plan, and implement relevant strategies needed to develop a business proposal.

6. The program partners the BS Emergency Management and Homeland Security and MA Organizational Leadership and Learning.

DEGREE AUDIT CHECK LIST
(BS-EAM) Emergency Management

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36
Electives		
	18	~~24~~
TOTAL ELECTIVE HOURS		~~21~~

Major Requirements		Hrs
*EAM	1013 3003 3013 3023 3053 3063 4013 4003 4023 4033 ~~4106~~ ~~4606~~ 4603 2003 4203	~~42~~ 39
EAM	(15 HRS)	
	1003 2033 2413 2881-3 2991-3 3033 3073	
	3123 3143 3243 3903 4043 4053 4063 4083	
	4093 4103 4881-3 4951-4 4991-3	
		15
EAM	4503 - 4506	6
Techno Course	BUAD 1023, BUAD 2003, GEOG/FW 2833	
	Any course in COMS, CSEC, BST, or CIS	3
ENGL	2053	3
	*MUST EARN C OR BETTER	
	TOTAL MAJOR HOURS	~~63~~ 66
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level ____ thru ____
of "D" hours ____ thru ____
Max activity hours 4 ____

Earned Hrs ____
minus P/C HRS ____
to be completed ____
TOTAL ____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BS-EAM) Emergency Management
2025-26

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36
Electives		
TOTAL ELECTIVE HOURS		18

Major Requirements		Hrs
*EAM	1013 2003 3003 3013 3023 3053 3063 4003 4013 4023 4033 4203 4603	39
EAM	4503 4503 or 4506	6
EAM	(15 HRS)	
	1003 2033 2413 2881-3 2991-3 3033 3073	
	3123 3143 3243 3903 4043 4053 4063 4083	
	4093 4103 4881-3 4951-4 4991-3	15
Techno Course	BUAD 1023, BUAD 2003, GEOG/FW 2833 Any course in COMS, CSEC, BST, or CIS	3
ENGL	2053	3
	*MUST EARN C OR BETTER	
	TOTAL MAJOR HOURS	66
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level ____ thru ____
of "D" hours ____ thru ____
Max activity hours 4 ____

Earned Hrs ____
minus P/C HRS ____
to be completed ____
TOTAL ____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Emergency Management, Professional Studies, and Student Affairs Administration	3/10/2024

Title	Signature	Date
Department Head Dr. Rene Couture	Rene Couture	3-25-24
Dean Dr. Tim Carter	Tim Carter	3/26/24
Assessment Dr. Christine Austin	Christine Austin	3/27/24
Registrar Ms. Tammy Weaver	Tammy Weaver	7/2/24
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
Accelerated BS in Emergency Management and Homeland Security (EMHS) to MA in Organizational Leadership (OL)

Outline change in program:

- This program partners with the BS in EMHS and allows BS in EMHS majors to complete MA in OL in an accelerated fashion.
- A maximum of 12 graduate level credit hours can be double counted towards the BS in EMHS and MA in OL.
- Twelve credit hours from the following graduate courses can be used to replace 12 hours of upper-division undergraduate elective coursework to fulfill requirements for the BS in EMHS:
    a. Graduate Core Courses (6 hours total)
        i. OL 5043 Ethical Leadership
        ii. OL 5643 Organizational Globalization and Diversity
        iii. OL 6043 Leading Organizational Change
        iv. OL 6143 Consultation, Coaching, and Leadership Development
        v. EMHS 6103 Research Design and Methods

    b. Graduate Electives to choose from (6 hours total)
        i. OL 5143 Nonprofit Governance
        ii. OL 5343 Community Development

- Students will take no more than six hours of graduate courses per semester.
- Students may apply in their junior year for admission into the Accelerated Bachelor's Plus OL Master's Degree program. The student must complete a minimum of 90 credit hours towards the BS in EMHS and have earned a minimum grade point average of 3.0 or better in those undergraduate courses to be eligible for admission into the Accelerated Bachelor's Plus OL Master's Degree program.
- A course used toward an undergraduate degree cannot be counted or used later for graduate credit except in the case of enrollment in an approved accelerated master's program.
- Only courses with grades of B or better will be eligible to count toward graduate credit.
- The curriculum will follow the existing curriculum in the undergraduate and graduate degree programs comprising the Accelerated Bachelor's Plus OL Master's Degree program.
- All other general requirements for the Bachelor's and Master's degree programs that comprise the Accelerated Bachelor's Plus OL Master's Degree program apply and must be satisfied.
- Upon completion of the BS EMHS degree requirements, students will be accepted into the Graduate College at a status consistent with the Graduate College and individual program guidelines. Students must meet all the graduate requirements for dual credit courses to receive graduate credit for these courses to contribute toward their Master's degree.
- Students in the Accelerated Bachelor's Plus OL Master's Degree program will apply for graduation with the BS EMHS on the schedule delineated in the undergraduate catalog and will receive their BS in EMHS upon completion of all the requirements for the undergraduate degree. The Master's degree will be awarded when the student has completed the remaining requirements for the MA in OL.

New wording for the Course Catalog:

Students seeking admission into the Accelerated BS in Emergency Management and Homeland Security to MA in Organizational Leadership program must have completed a minimum of 90 credit hours towards the BS in EMHS and have earned a minimum GPA of 3.0 or better in those undergraduate courses to be eligible for admission into the Accelerated Bachelor's Plus OL Master's Degree program.

What impact will the change have on staffing, on other programs and space allocation?
There is no impact on staffing or space allocation. This program would reduce enrollment in undergraduate, upper-division electives.

Answer the following Assessment questions:

a. How does the program change align with the university mission?
The University's mission includes "student success, access, and excellence" which this program change directly addresses by encouraging high-achieving undergraduate students to continue their pursuit of academic excellence with taking accessible organizational development and learning graduate courses that will encourage their success. Also, this program provides a more economical and accessible path for an OL Master's degree serves for the benefit of "Arkansas, the nation, and the world."

This program aligns with Arkansas Tech strategic plan Goal 1: Student access and opportunity, Goal 4: Programs and deliveries, and Goal 5: Partnerships and innovation.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.
Not applicable.

c. What is the rationale for this program change?
It is University policy to offer qualified undergraduate students the opportunity to register for graduate level credit hours as undergraduates to receive dual credit toward both undergraduate and graduate degrees within the designated accelerated bachelor to master degree programs. This program change aligns the undergraduate and graduate programs with University policy and the mission of the institution to increase access and innovation.

1. How will the program change impact learning for students enrolled in this program?
Students enrolled in the Accelerated Bachelor's Plus OL Master's Degree program will engage in advanced, graduate-level learning while enrolled in an undergraduate program. The program allows accelerated students to attain a deeper, more specialized understanding of program content within the field of organizational leadership. There is limited research regarding the impact on student learning for students in an accelerated program. The primary benefits listed among similar programs are time and costs savings.

2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.
There will be no change to the graduate program so the assessment plan will remain the same. This change only allows students to streamline and accelerate entry into a

3. graduate degree during the senior year of their undergraduate degree.

d. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.

Although there is not a similar graduate program in the state/region, programs within our institution, as well as programs across the state, have an accelerated option. Some

examples of these are: University of Arkansas, Little Rock (Department of Information Science), Arkansas State University, Jonesboro (Accounting, Agriculture, Chemistry, Computer Science, Disaster Preparedness & EM, History, Political Science, and Special Education), Saint Louis University (Leadership and Organizational Development).

e. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in Emergency Management and Homeland Security	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: Delete: Total Hours:
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: Delete: Total Hours:
Senior Fall Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of EAM Electives or Electives: Students in the accelerated program will substitute OL approved core courses /or approved OL Electives. Delete: Total Hours: 15	Senior Spring Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of EAM Electives or Electives: Students in the accelerated program will substitute OL approved core courses and/or approved OL Electives. Delete: Total Hours: 15

MA – Organizational Development and Learning Assessment

The MA in Organizational Development and Learning focuses on advanced topics in leadership theory, adult learning theory, leadership skills, and soft skills applied in business, government, non-profit, and educational settings. The 24 credit hour core includes instruction in organizational planning, dynamics of leadership, financial literacy, team building, conflict resolution and mediation, training and development, adult learning theory, communication, project management, and other leadership skills.

COURSE	PO1	PO2	PO3	PO4	PO5	PO6
MGMT 6103: Organizational Management and Leadership	I	I	I	I	I	I
OL 5043: Ethical Leadership	R	R	R	R		R
OL 5643: Organizational Globalization and Diversity	R	R		R		R
OL 6043: Leadership in Organizational Change	R	R	R			R
MGMT 5203: Project Management			R		R	
OL 6143: Consultation, Coaching, and Leadership Development	R			R	R	
SAA 6113/EMHS 6103	R	R			R	
OL 6093: ODL Capstone	M	M	M	M	M	M

I = Introduce; R = Reinforce; M = Mastery

Program Outcomes

1. **Application of Adult Learning and Organizational Development Theory** – Students will review, analyze, and apply prominent theories in leadership, leadership ethics, followership, adult learning, and development to address organizational issues in diverse settings.

2. **Strategic Verbal, Written, Interpersonal, and Technological Communication** – Students will develop strategic verbal, written, interpersonal, and technological communication functions for leadership, training, and motivation.

3. **Systems Thinking, Group Dynamics and Teamwork** – Students will identify and implement effective, ethical solutions for complex organizational systems through group dynamics and team building.

4. **Cultural Competency, Global Understanding, and Social Responsibility** – Students will articulate the impact of social and cultural diversity in organizations.

5. **Evaluation, Assessment, Analysis, and Critical Thinking** – Students will demonstrate ethical, evidenced-based decision-making practices based on exploration of issues, collection of evidence, data analysis, critique of sources, and interpretation of results.

6. **Awareness of Self and Others** – Students will develop a sense of self and others through exploration, identification, and articulation of social and cultural norms that form ethics, identity, values, beliefs, and motivation.

Program Outcomes – Learning Objectives

Program Outcome 1 (PO1): Application of Adult Learning and

Organizational Development Theory - Students will review, analyze, and apply prominent theories in leadership, leadership ethics, followership, adult learning, and development to address organizational issues in diverse settings.

- demonstrates mastery of basic principles of leadership theory, adult learning theory, and development theory
- identifies evidence-based practices in leadership, followership, and leadership ethics
- evaluates the application of theory in various organizational and/or cultural contexts
- articulates the links between effective leadership and lifelong learning
- develops theory-based plans for strategic training, human development, and organizational change

Program Outcome 2 (PO2): Strategic Verbal, Written, Interpersonal, and Technological Communication - Students will develop strategic verbal, written, interpersonal, and technological communication functions for leadership, training, and motivation.

- demonstrates awareness of basic communication theory, the communication process, and organizational models
- applies principles of verbal, written, interpersonal, and technological communication in interaction with diverse stakeholders
- demonstrates appropriate delivery techniques, such as posture, gesture, eye contact, vocal expression, and confidence
- demonstrates the ability to present research findings in a professional manner through a formal presentation process to a group of stakeholders responsible for implementing business strategies

Program Outcome 3 (PO3): Systems Thinking, Group Dynamics, and Teamwork - Students will identify and implement effective solutions for complex organizational systems through group dynamics and team building.

- demonstrates mastery of basic concepts in systems thinking in organizations, stages of group development, and teamwork theory
- develops comprehensive, systems-oriented strategic planning process to include assessment, visioning, goals/objectives, strategy formulation, strategy execution, evaluation, and sustainment
- analyzes the normative, cognitive, and formative roles of self and others in group settings
- engages team members in ways that facilitate their contributions to projects by building upon the contributions of others and engaging nonparticipants
- fosters a constructive team climate by a) treating team members with respect, b) exhibiting a positive attitude, c) motivating team members to complete tasks, and d) provide assistance to team members
- addresses destructive conflict directly and constructively helps manage/resolve conflict in a way that strengthens overall team cohesiveness

Program Outcome 4 (PO4): Cultural Competency, Global Understanding, and Social Responsibility - Students will articulate the impact of social and cultural diversity in organizations.

- demonstrates an understanding of ethical leadership, social justice, and service to others
- articulates insights into own cultural rules and biases and how to recognize and respond to cultural biases
- demonstrates an understanding of the complexity of elements important to members or another culture, including history, values, politics, communication style, beliefs, and practices
- articulates ways in which race, class, gender, and sexual orientation influence individual experiences and perspectives
- develops complex questions about other cultures and consider questions from multiple cultural perspectives

Program Outcome 5 (PO5): Evaluation, Assessment, Analysis, and Critical Thinking - Students will demonstrate ethical, evidence-based decision-making practices based on exploration of issues, collection of evidence, data analysis, critique of sources, and interpretation/dissemination of results.

- demonstrates problem-solving skills, higher order thinking strategies, and ethical, evidence-based decision making
- organizes and synthesizes evidence to reveal insightful patterns, differences, or similarities in data
- evaluates and interprets quantitative and qualitative data to assess reliability, validity, and applicability in various leadership and development contexts
- develops comprehensive, systematic assessment plan to monitor organizational effectiveness
- recommends logical solutions that demonstrate informed evaluation and the ability to support positions with relevant, reliable, valid data

Program Outcome 6 (PO6): Awareness of Self and Others = Students will develop a sense of self and others through exploration, identification, and articulation of social and cultural norms that form ethics, identity, values, beliefs, and motivations.

- identifies personal values, ethics, beliefs, and motivations in relation to others
- articulates the impact of norms, ethics, identity, values, and beliefs in a leadership context

- assesses personal positionality and power in relation to supervisors, peers, and subordinates
- demonstrates an understanding of self in various leadership and learning situations
- develop an appreciation and understanding of human differences

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected:	This department
EPS	☒ supports ☐ does not support the change.
Comments: Emergency Management supports	

Program Director Signature: Jamie Stacy

Date: 3/24/24

EMERGENCY MANAGEMENT, BACHELOR OF SCIENCE

Interest in emergency management and its importance from the global perspective continues to increase following ever present events related to natural and technological hazards, terrorism, and other homeland security issues. In this program, students explore emergency planning and preparedness, cultural considerations and natural human behavior, appropriate responses, political and legal applications within the field, and ethical foundations for emergency management professionals. The degree is available both on campus and through distance education, which received approval as an online degree program through the Higher Learning Commission of the North Central Association of Colleges and Schools.

The program employs the comprehensive emergency management approach (four phases and all hazards) required for various careers in the private sector, non-profit, and government agencies ranging from the local to federal levels. Some of these applications include business continuity, cyber security, risk assessment, preparedness, and planning.

The curriculum requires all students to complete 57 hours of EAM courses which include 12 hours of credit for practical application experiences in which students are able to turn their classroom training into practical application. The program is designed to build a solid foundation in emergency management concepts, competencies, and demonstrated applications. Additionally, students are required to complete courses related to written and oral communications as well as a Technology Course[1].

[1] Students admitted to the Accelerated Bachelor's Plus EMHS Master's Degree Program can take up to 9 credit hours at the 5000-level and 6000-level that can count towards elective hours.

Accreditation

The program is approved by the Council for the Accreditation of Emergency Management and Homeland Security Education (CAEMHSE) (https://www.caemhse.education/).

Curriculum

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

Course	Title	Hours	Completed
Freshman			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communication or Public Speaking or Business and Professional Speaking	3	
EAM 1013	Aim and Scope of Emergency Management [4]	3	
ENGL 1013	Composition I [1]	3	
MATH XXXX	Mathematics [1]	3	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
	Hours	**16**	
Spring			
~~EAM 3003~~ EAM 2003	~~Developing Emergency Management Skills~~ Introduction to Homeland Security [4]	3	
ENGL 1023	Composition II [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
Technology Course [3]		3	
	Hours	**16**	
Sophomore			
Fall			
~~EAM 2053~~ EAM3003	~~Emergency Management~~ Doctrine [4]	3	
ENGL 2053	Technical Writing	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
~~Elective~~ EAM Elective		3	
	Hours	**16**	
Spring			
~~EAM 4033~~ EAM 3013 EAM 4003	~~Emergency Management Research and Grants~~ [4]	3	
EAM Electives [2]		3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
USHG 1XXX	U.S. History and Government [1]	3	
~~Elective~~		~~3~~	
	Hours	**15**	
Junior			
Fall			
~~EAM 3013~~ EAM 4013	~~Public Policy and Politics in Emergency Management~~ [4]	3	
EAM 4023	Technology for Comprehensive Emergency Management [4]	3	
EAM Electives [2]		3	
Electives		6	
	Hours	**15**	

Spring		
~~EAM 3000~~ EAM 3063	~~Principles of Preparedness and Response~~[4]	3
~~EAM 3053~~ EAM 4033	~~Introduction to Ethical and Legal Issues in Emergency Management~~	3
~~EAM 4013~~	~~Resilience and Continuity~~[4]	~~3~~
EAM Electives[2], Electives 6		3 ~~6~~ 6
	Hours	15
Senior		
Fall		
~~EAM 4003~~ EAM 3053	~~Principles of Mitigation and Recovery~~[4,5]	~~3~~ 3
EAM 3023		3
EAM Electives[5], Electives[5] 6		~~6~~ 3 6
~~EAM 4603~~ EAM 4203		3
	Hours	15
Spring		
~~EAM 4106~~ 4506	Internship/ Practicum[4]	3 6
~~EAM 4606~~	~~Capstone~~[4]	~~3~~
	Hours	12
	Total Hours	120

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

2 15 hours of EAM electives from the following: EAM 1003 Living in a Hazardous Environment, EAM 2033 Citizen/Family/Community Disaster Preparedness Education, EAM 2413 UAVs in Emergency Management, EAM 2881 Special Topics, EAM 2882 Special Topics, or EAM 2883 Special Topics, EAM 2991 Special Problems, EAM 2992 Special Problems, or EAM 2993 Special Problems, EAM 3033 The Social Dimension of Disaster, EAM 3073 Safety Standards for Emergency Managers, EAM 3123 Public Information Skills for Emergency Managers, EAM 3143 The Economics of Disaster, EAM 3243 Terrorism and Counterterrorism, EAM 3903 Public Health Emergency Management, EAM 4043 Disaster and Emergency Management Ethics, EAM 4053 Community Management of Hazardous Materials, EAM 4063 Leadership, EAM 4083 Legal Issues in Emergency Management, EAM 4093 Grants, EAM 4103 Critical Infrastructure, EAM 4881 Advanced Special Topics, EAM 4882 Advanced Special Topics, or EAM 4883 Advanced Special Topics, EAM 4951 Undergraduate Research in Emergency Administration and Management, EAM 4952 Undergraduate Research in Emergency Administration and Management, EAM 4953 Undergraduate Research in Emergency Administration and Management, or EAM 4954 Undergraduate Research in Emergency Administration and Management, EAM 4991 Special Problems, EAM 4992 Special Problems, or EAM 4993 Special Problems[2] Three (3) hour Technology Course requirement from the following: BUAD 2003 Business Information Systems; any course with the course subjects COMS, CSEC, BST, or CIS; or GEOG 2833 Introduction to Geographic Information Systems/FW 2833 Introduction to Geographic Information Systems update list

3 Three (3) hour Technology Course requirement from the following: BUAD 2003 Business Information Systems; any course with the course subjects COMS, CSEC, BST, or CIS; or GEOG 2833 Introduction to Geographic Information Systems/FW 2833 Introduction to Geographic Information Systems

4 Must earn a grade of "C" or better.

5 Students admitted to the Accelerated Bachelor's Plus EMHS Master's Degree Program may take:

- EMHS 5003 Principles of Mitigation and Recovery instead of EAM 4003 Principles of Mitigation and Recovery.
- 9 credit hours in EMHS at the 5000-level that can count towards elective hours.

Learning Outcomes

Students who complete the program will demonstrate:

- Communication: Student will demonstrate competency in public presentation and written communication skills.
- Research: Student will apply empirical research to recommend relevant strategies for solving problems.
- Leadership/Critical Thinking: Student will assume a leadership role in identifying and addressing issues in a real-world environment.
- Project Management: Student will create, plan, and implement relevant strategies needed to develop a business proposal.

6. The program partners the BS Emergency Management and Homeland Security and MA Organizational Leadership and Learning.

DEGREE AUDIT CHECK LIST
(BS-EAM) Emergency Management

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36
Electives		
18		24
TOTAL ELECTIVE HOURS		~~21~~

Major Requirements		Hrs
*EAM	1013 3003 3013 3023 3053 3063 4013 4003 4023 4033 ~~4106~~ ~~4600~~ 4603 2003 4203	~~42~~ 39
EAM	(15 HRS)	
	1003 2033 2413 2881-3 2991-3 3033 3073	
	3123 3143 3243 3903 4043 4053 4063 4083	
	4093 4103 4881-3 4951-4 4991-3	
		15
EAM	4503 - 4506	6
Techno Course	BUAD 1023, BUAD 2003, GEOG/FW 2833	
	Any course in COMS, CSEC, BST, or CIS	3
ENGL	2053	3
	*MUST EARN C OR BETTER	
	TOTAL MAJOR HOURS	~~63~~ 66
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level ____ thru ____
of "D" hours ____ thru ____
Max activity hours 4 ____

Earned Hrs ____
minus P/C HRS ____
to be completed ____
TOTAL ____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BS-EAM) Emergency Management

~~2024-25~~ 2025-26

Date		Student's Name		
Grade Point	Graduation Date	T#		

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36
Electives		
Accelerated MAOLL		
OL Core 6 hours		
OL Elective 6 hours		
18		24
TOTAL ELECTIVE HOURS		~~21~~

Major Requirements		Hrs
*EAM	1013 3003 3013 3023 3053 3063 4013 4003 4023 4033 ~~4106~~ ~~4606~~ 2003 4203	~~42~~ 39
EAM	(15 HRS)	
	1003 2033 2413 2881-3 2991-3 3033 3073	
	3123 3143 3243 3903 4043 4053 4063 4083	
	4093 4103 4881-3 4951-4 4991-3	
		15
EAM	4503 - 4506	6
Techno Course	BUAD 1023, BUAD 2003, GEOG/FW 2833	
	Any course in COMS, CSEC, BST, or CIS	3
ENGL	2053	3
	*MUST EARN C OR BETTER	
	TOTAL MAJOR HOURS	~~63~~ 66
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level ____ thru ____
of "D" hours ____ thru ____
Max activity hours 4 ____

Earned Hrs ____
minus P/C HRS ____
to be completed ____
TOTAL ____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BS-EAM) Emergency Management
2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
TOTAL ELECTIVE HOURS		**18**

Major Requirements		**Hrs**
***EAM**	1013 2003 3003 3013 3023 3053 3063 4003 4013 4023 4033 4203 4603	39
EAM	4503 4503 or 4506	6
EAM	(15 HRS)	
	1003 2033 2413 2881-3 2991-3 3033 3073	
	3123 3143 3243 3903 4043 4053 4063 4083	
	4093 4103 4881-3 4951-4 4991-3	15
Techno Course	BUAD 1023, BUAD 2003, GEOG/FW 2833 Any course in COMS, CSEC, BST, or CIS	3
ENGL	2053	3
	***MUST EARN C OR BETTER**	
	TOTAL MAJOR HOURS	66
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level ____ thru ____
of "D" hours ____ thru ____
Max activity hours 4 ____

Earned Hrs ____
minus P/C HRS ____
to be completed ____
TOTAL ____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

COSMETIC PROGRAM CHANGE

Department Initiating Proposal	Date
School of PACE	6/17/24

Title	Signature	Date
Department Head	Rene Couture	6/18/24
Dean		6/19/24

PROGRAM TITLE:
~~**Security Studies**~~ Certificate of Proficiency in Global Security

Outline change in program: (reorganization of courses listed in matrix, adding a footnote to a course, adding or deleting a course from a list, etc.)
*Add EAM 2003 Introduction to Homeland Security as an option for EAM 1013 Aim & Scope of Emergency Management
(EAM 1013 OR EAM 2003)

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.

b. Explain the rationale for the cosmetic course change.

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.

GLOBAL SECURITY, CERTIFICATE OF PROFICIENCY

Global Security

Curriculum

Code	Title	Hours
CJ 2003	Introduction to Criminal Justice	3
or EAM 3243	Terrorism and Counterterrorism	
CSEC 1003	Introduction to Cybersecurity	3
EAM 1013	Aim and Scope of Emergency Management	3
POLS 2413	International Relations	3
or POLS 3473	National Security Policy	
Total Hours		**12**

or EAM2003 Introduction to Homeland Security

Learning Outcomes

Upon completion, students will clearly communicate and explain hazard risks to a wide range of stakeholders.

DEGREE AUDIT CHECK LIST
(CP-GSCP) Global Security

~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		Hrs
CSEC	1003	3
EAM	1013 2003	3
	CJ 2003 or EAM 3243	3
POLS	2413 or 3473	3
	TOTAL HOURS (12)	
	TOTAL HOURS	12

Final Check:

Min. hours required 12
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 8 hours in residence
Must use same catalog for both major and minor

DEGREE AUDIT CHECK LIST
(CP-GSCP) Global Security

2024-25

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		**Hrs**
CSEC	1003	3
EAM	1013 or 2003	3
	CJ 2003 or EAM 3243	3
POLS	2413 or 3473	3
	TOTAL HOURS (12)	
	TOTAL HOURS	12

Final Check:

Min. hours required 12
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 8 hours in residence
Must use same catalog for both major and minor

ARKANSAS TECH UNIVERSITY

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

Department Initiating Proposal	Date
School of PACE	6/20/24

Title	Signature	Date
Department Head	Rene Contreras	6/20/24
Dean	[illegible]	6/20/24
Assessment	Amanda Gardner	7/23/24
Registrar	Tammy [illegible]	7/1/24
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:
Minor in Emergency Management

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**
   -Minor in Emergency Management
2. **Degree code**

3. **CIP code**

4. **Effective date, term, and academic year**
   6/1/25; summer 2025

5. **Reason for deletion**

We have a new Certificate of Proficiency in Emergency Management approved for the 2024-25 year and will no longer accept new students into the current minor. The CP consists of 12 credit hours whereas the Minor was 18 credit hours. We anticipate the CP to be a more attractive option for students.

Phase out plan.
We currently have 15 students in the EM minor who can either complete the minor or transition to the CP in Emergency Management, depending on their current progress and desire.

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
PACE	6/15/24

Title	Signature	Date
Department Head Dr. Couture	Rene Couture	6/11/24
Dean Dr. Carter	Jim Carter	6/17/24

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
OL	**4043/5043**

Official Catalog Title:

Ethical Leadership

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

Change the course title to: Ethical Decision-Making and Development
This change applies to both OL 4043 and OL 5043 as they are cross-listed courses.

Modify course description to:
The purpose of this course is to explore ethics in leadership through the examination of four broad topics: a) a survey of the branches of ethics, b) individual and group ethical awareness, decision-making, and development, c) the intersection of ethics, leadership, and power, and d) the role of leader in establishing and maintaining ethical organizational cultures through decision-making and organizational development. Students will work individually and in groups to identify, refine, and apply their own moral and ethical perspectives to complex organizational issues.

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. N/A

b. Explain the rationale for the cosmetic course change. Ethical decision-making and development are the two primary components of this course. The current title is overly general and not an accurate representation of specific content covered in the course. The proposed title will allow students to develop more accurate expectations for course content and outcomes.

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.

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
PACE	6/11/2024

Title	Signature	Date
Department Head Dr. Couture	Rene Couture	6/11/24
Dean Dr. Carter	Jim Carter	6/13/24
Assessment ~~Dr. Austin~~	Amanda Gardner	7/23/24
Registrar Ms. Weaver	Tammy Weaver	7/15/24
Vice President for Academic Affairs Dr. Santos		

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:
Bachelor of Arts in Organizational Leadership – all concentrations

Outline change in program: (e.g., list changes in program such as (1) delete three hours of elective and (2) add three hours of approved major electives)
1) Change Organizational Leadership program requirements to the following:

Delete the following courses:
3 credit hours electives
LEAD 1003
BAS 4353: Project Management
BAS 4453: Root Cause Analysis
OL 4143: Nonprofit Organizations or OL 4343: Community Development or OL 3233 or OL 4053
OL 4243: Adult Learning in Organizations
OL 4743: Organizational Change
OL 4843: Training and Organizational Development

Add the following:
Selection of LEAD 1003: Introduction to Leadership or LEAD 3003: Leading Teams
3 credit hours social science general education
18 credit hours of Organizational Leadership electives from the following:

- BAS 4253: Quality Control and Continuous Improvement
- BAS 4353: Project Management
- BAS 4363: Project Risk Analysis and Mitigation
- BAS 4373: Leading Agile Projects
- BAS 4453: Root Cause Analysis
- BAS 4553: Workplace Health and Safety
- LEAD 4003: Leadership Internship
- LEAD 4103: Special Problems in Leadership
- OL 3233: Volunteer Leadership
- OL 4053: Philanthropy and Fundraising
- OL 4143: Nonprofit Organizations
- OL 4243: Adult Learning in Organizations
- OL 4343: Community Development
- OL 4743: Organizational Change
- OL 4843: Training and Organizational Development
- OL 4993: Special Topics in Organizational Leadership

What impact will the change have on staffing, on other programs and space allocation? This program change will better utilize faculty resources by allowing for elective course rotation and schedule planning to ensure availability of certificate courses for 12-credit hour certificate completion in two semesters. The current program requirements limit availability of certificate courses as faculty are required to teach core requirements each term. The reduction of core requirements and switch to elective selection will increase student schedule options while decreasing core instructional requirements on faculty. This change will also allow course rotation of electives, which will increase course enrollment in individual course sections.

Answer the following Assessment questions:

a. How does the program change align with the university mission?
This program change will improve student success by removing barriers identified through program assessment, particularly course availability for both core requirements and newly established undergraduate certificate programs in project management, nonprofit leadership, workplace supervision, and training and organizational development. This program change, by establishing an organizational leadership core around the certificate of proficiency in professional leadership and a selection of organizational leadership electives,

provides students with more opportunities to customize the BAOL degree to meet their personal, educational, and professional goals.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable. N/A
c. What is the rationale for this program change?
    1. How will the program change impact learning for students enrolled in this program? The proposed program change will increase degree customization for students by converting current core requirements to a selection of electives. The proposed core is made up of courses included in the 15 credit-hour certificate of proficiency in professional leadership. Many of these courses are also foundational courses in newly available 12 credit-hour certificates in project management, nonprofit leadership, workplace supervision, and training and organizational development. With this proposed curriculum, students can customize the BAOL to their personal and professional needs. Under this program change, the BAOL becomes a degree comprised of a selection of undergraduate certificates.
    2. Provide an example or examples of student learning assessment evidence which supports the changes in the program. Through program assessment, various issues were identified to support this change. Under current program requirements, each course in the 42 credit-hour BAOL curriculum is offered every fall and spring term. This is necessary as the BAOL is an adult-focused program and course availability is integral to student success. With declining enrollment, SSCH generation in core courses has declined because they are offered every term. Switching to a core course rotation is not viable as it impacts time to degree completion for many BAOL students who transfer into the program with significant credit hours earned. Secondly, offering the 42 credit-hour core each fall and spring term limits faculty ability to offer organizational leadership electives that are included in various 12 credit-hour certificates. The proposed curriculum change and elective course rotation (see attached) will address course enrollment concerns while increasing course availability and student credentialling opportunities.
b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions. The proposed change aligns the BAOL with current trends in certificate and micro-credentialing. Students enrolled in the BAOL degree will be empowered to customize their educational experience by packaging a set of undergraduate credentials into a bachelor's degree. This change also increases marketing opportunities for the 12 credit-hour certificate programs as entry points to the BAOL degree.
c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

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.

ORGANIZATIONAL LEADERSHIP Core	**42**
Foundations	**6**
Introduction to Leadership or Leading Teams	LEAD 1003 or LEAD 3003
Ethics in Leadership or Ethical Leadership	LEAD 2003 or OL 4043
Professional Leadership Certificate	**15**
Professional Communication	OL 3023
Personnel Management	OL 3133
Professional Leadership	OL 4443
Workplace Supervision	OL 4543
Organizational Globalization and Diversity	OL 4643
OL Electives (select from the following)	**18**
Quality Control & Continuous Improvement	BAS 4253
Project Management	BAS 4353
Project Risk Analysis & Mitigation	BAS 4363
Leading Agile Projects	BAS 4373
Root Cause Analysis	BAS 4453
Workplace Health & Safety	BAS 4553
Volunteer Leadership	OL 3233
Philanthropy and Fundraising	OL 4053
Nonprofit Organizations	OL 4143
Adult Learning in the Workplace	OL 4243
Community Development	OL 4343
Organizational Change	OL 4743
Training and Organizational Development	OL 4843
Special Topics in OL	OL 4993
Capstone	**3**
Organizational Leadership Capstone	OL 4963

Organizational Studies Course Rotation		
Fall	**Spring**	**Summer**
LEAD 1003	LEAD 2003	As needed
LEAD 3003	LEAD 4003	
OL 3023	OL 3023	
OL 3133	OL 3133	
OL 4043	OL 4043	
OL 4443	OL 4443	
OL 4543	OL 4543	
OL 4643	OL 4643	
OL 4963	OL 4963	
OL 4053	OL 3233	
OL 4343	OL 4143	
OL 4243	OL 4743	
BAS 4253	BAS 4363	
BAS 4353	BAS 4373	
BAS 4453	BAS 4553	
OL 5043	OL 5043	
OL 5343	OL 5143	
OL 5643	OL 5643	
OL 6143	OL 6043	
OL 6093	OL 6093	

Bachelor of Arts in Organizational Leadership Assessment

Program Outcomes

1. **Leadership – Theory, Context, and Application**

Description: students will describe, analyze, evaluate, and apply leadership theories in various and diverse contexts; students will demonstrate basic competencies in leadership and supervision, including skills in oral and written communication, ethical problem solving, research, and evidence-based decision-making; students will apply HROD concepts to selection and hiring.

Associated Core Courses: LEAD 1003/3003; OL 3023; OL 3133; LEAD 2003/OL 4043; OL 4443, OL 4543; OL 4963

Assessment:

- Leadership theory – evidence of student competency in knowledge and application of leadership theory
- Oral/Written communication – evidence of student competence in oral/written communication in leadership context
- Research and evidence-based decision making – evidence of student competency in application of research and evidence-based decision making
- HROD concept application – evidence of student competency in application of human resource and organizational development principles in context of leadership

2. **Leadership – Lifelong Learning and Development of Self, Others, and Organizations**

Description: students will articulate a plan for lifelong learning for self-awareness, leadership, and ethical development; students will apply concepts and theories of adult learning, organizational development, and change management to assess, evaluate, and develop individuals in hiring, training, and retaining effective employees and apply models for diagnosing, implementing, and assessing organizational change.

Associated Core Courses: LEAD 1003/3003; OL 3133; LEAD 2003/OL 4043; OL 4243; OL 4543; OL 4963

Associated Elective Courses: OL 4243; OL 4743; OL 4843

Assessment:

- Adult learning theory – evidence of student competency in knowledge and application of adult learning theory, organizational learning, and workforce development
- HROD concept application – evidence of student competency in the application of adult learning theory, organizational development theory, coaching, and mentoring in hiring, developing, and retaining employees

- Change management – evidence of student competency in application of change management theory and models for diagnosing, implementing, and assessing organizational change, evaluate change within organizational cultures and systems, and articulate the role of change leaders in organizations

- DEI concepts – evidence of student competency in evaluating DEI issues in the implementation of organizational development practices

3. Leadership – Diversity, Equity, Inclusion, and Social Responsibility

Description: students will define DEI and articulate a vision of social responsibility and demonstrate the ability to act on this vision for the betterment of local, state, national, and global communities through collaboration and ethical leadership; students will evaluate personal power and positionality, demonstrate openness to diverse perspectives, and model effective intercultural communication skills; students will examine dynamics of power and privilege, and evaluate alternative points of view in solving complex interpersonal and organizational problems.

Associated Core Courses: LEAD 1003/3003; LEAD 2003/OL 4043; OL 3023; OL 3133; OL 4543; OL 4643; OL 4963

Associated Elective Courses: OL 4053; OL 4143; OL 4343; OL 4843

Assessment:

- Cultural competence – evidence of student competency in cultural diversity and inclusivity, effectively leading and engaging with diverse groups

- Intercultural communication – evidence of student competency in communicating effectively across cultures, resolving conflict, and building effective, diverse teams

- Perspective taking – evidence of student competency in building openness to diverse perspectives in self and others, understanding of power and positionality in relation to leading self and others, and use of diverse perspectives to solve complex interpersonal and organizational problems

- Social responsibility – evidence of student competency in building ethical organizations, applying ethical decision-making models, and facilitating both individual and organizational ethical development

4. Leadership – Leading People, Organizations, and Communities

Description: students will explain the importance of motivation, empowerment, persuasion, and ethics in leadership; students will demonstrate the ability to effectively function in multiple roles as part of a team and community; students will apply concepts of community development; students will analyze and evaluate their role and the role of leadership in nonprofit organizations and community building.

Associated Core Courses: LEAD 1003/3003; OL 3023; LEAD 2003/OL 4043; OL 4443; OL 4543; OL 4643; OL 4963

Associated Elective Courses: OL 3233; OL 4053; OL 4143; OL 4343; LEAD 4003

Assessment:

Strategic planning – evidence of student competency in goal setting, action plans, outcome evaluation and assessment, and application of the VMOSA process

Ethical decision-making – evidence of student competency in critical thinking, problem solving, and informed, ethical decision-making

Team and community building – evidence of student competency in fostering collaborative environments, effective management of team dynamics, conflict resolution, and community collaboration

Motivation and advocacy – evidence of student competency in storytelling, engaging stakeholders, building community partnerships, and integrating volunteers into organizational mission and operations

BAOL Curriculum Map

Course	Outcome 1	Outcome 2	Outcome 3	Outcome 4
LEAD 1003/3003	I	I	I	I
LEAD 2003/OL 4043	R	R	R	R
LEAD 4003	R	R	R	R/M
BAS 4453		R		R
BAS 4353		R		R
BAS 4363		R		R
BAS 4373		R		R
OL 3023	R		R	R
OL 3133	R	R	R	
OL 3233	R	R	R	R
OL 4053	R	R		
OL 4143	R		R	R
OL 4243		R		
OL 4343	R		R	R
OL 4443	R			R
OL 4543	R	R	R	R
OL 4643			R	R
OL 4743		R		
OL 4843		R	R	
OL 4963	M	M	M	M

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in: Organizational Leadership – Agri Business (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: LEAD 1003 or LEAD 3003; 3 credit hours SS 1XXXX Delete: 3 credit hours electives Total Hours: 15
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: 6 credit hours OL Electives ~~Electives~~ Delete: BAS 4353, BAS 4453 Total Hours: 15
Senior Fall Semester Add/Change: 6 credit hours OL Electives Delete: OL 4243, OL 4743 Total Hours:15	Senior Spring Semester Add/Change: 6 credit hours OL Electives Delete: Select one of the following: (OL 3233, OL 4053, OL 4143, OL 4343); OL 4843 Total Hours: 15

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - AGRICULTURE BUSINESS CONCENTRATION

Curriculum

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

Course	Title	Hours	Completed
Freshman			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communication or Public Speaking or Business and Professional Speaking	3	
ENGL 1013	Composition I [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
Elective [2]		3	
	Hours	**17**	
Spring			
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
USHG 1XXX	U.S. History and Government [1]	3	
Elective [2]		3	
	Hours	**16**	
Sophomore			
Fall			
AGBU 2063	Principles of Agricultural Macroeconom	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
Elective [2]		9	
	Hours	**15**	
Spring			
AGBU 2073	Principles of Agricultural Microeconomi	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003	Introduction to Leadership	3	
Elective [2]		3	
	Hours	**15**	
Junior			
Fall			
AGBU 3233	International Agricultural Trade	3	
AGBU 4013	Agricultural Marketing	3	
AGBU 4023	Agricultural Finance	3	
OL 3133	Principles of Personnel Management	3	
Elective [2]		3	
	Hours	**15**	
Spring			
AGBU 4003	Agri-Business Management	3	
BAS 4353	Project Management	3	
BAS 4453	Root Cause Analysis	3	
OL 3023	Professional Communicatic	3	
	Hours	**12**	
Senior			
Fall			
OL 4243	Adult Learning in Organizations [4]	3	
OL 4443	Professional Leadership [4]	3	
OL 4543	Workplace Supervision [4]	3	
OL 4643	Organizational Globalization and Diversity [4]	3	
OL 4743	Organizational Change [4]	3	
	Hours	**15**	
Spring			
Select one of the following:		3	
OL 3233	Volunteer Leadership and Development		
OL 4053	Philanthropy and Fundraising		
OL 4143	Nonprofit Organizations [4]		
OL 4343	Community Development		
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadership	3	

~~OL 4843~~ Organizational Leadership	~~Training and Organizational Development~~ [4]	~~3~~ 6	
OL 4963	Organizational Leadership Capstone [3]	3	
Elective [2]		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 At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

3 Must earn a 'C' or better.

4 This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:

- OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
- OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
- OL 5343 Community Development can replace OL 4343 Community Development
- OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
- OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
- OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
- OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLAB) Organizational Leadership - Agriculture Business Concentration

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3 ~~0~~
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36 ~~33~~
Electives		
		24
TOTAL ELECTIVE HOURS		~~27~~

Major Requirements		Hrs
AGBU	2063 2073 3233 4003 4013 4023	18
	Professional Core	
LEAD	1003** ~~or~~ 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 ~~4243~~ 4443	
	4543 4643 ~~4743 4843~~	
	4963*	18 ~~27~~
	~~3233~~ ~~4053~~ ~~4143~~ ~~4343~~	~~3~~
~~BAS~~	~~4353~~ ~~4453~~	~~6~~
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
◆ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-OLAB) Organizational Leadership - Agriculture Business Concentration

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
TOTAL ELECTIVE HOURS		**24**

Major Requirements		**Hrs**
AGBU	2063 2073 3233 4003 4013 4023	18
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	**60**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in: Organizational Leadership – Child Development (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: LEAD 1003 or LEAD 3003; 3 credit hours SS 1XXXX Delete: 3 credit hours electives Total Hours: 15
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: Delete: BAS 4353, BAS 4453 Total Hours: 15
Senior Fall Semester Add/Change: 6 hours OL electives Delete: OL 4743, OL 4843 Total Hours: 15	Senior Spring Semester Add/Change: 6 credit hours OL electives Delete: Select one of the following: (OL 3233, OL 4053, OL 4143, OL 4343); OL 4243 Total Hours: 15

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - CHILD DEVELOPMENT CONCENTRATION

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	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University [2]	1	
Elective [2]		6	
	Hours	**17**	
Spring			
ECE 2113	Basic Child Growth and Development	3	
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective [2]		3	
	Hours	**16**	
Sophomore			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communication or Public Speaking or Business and Professional Speaking	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
Elective [2]		9	
	Hours	**15**	
Spring			
ECE 2513	Curriculum for Early Childhood Education	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003 or LEAD 3003	Introduction to Leadership	3	
USHG 1XXX	U.S. History and Government [1]	3	
~~Elective [2]~~		~~3~~	
	Hours	**15**	
Junior			
Fall			
ECE 2313	Foundations and Theories in Early Childhood Education	3	
ECE 2613	Methods and Materials Using Developmenta Appropriate Practices and Activities for Young Children	3	
OL 3133	Principles of Personnel Management	3	
Elective [2]		6	
	Hours	**15**	
Spring			
BAS 4353	Project Management	3	
BAS 4453	Root Cause Analysis	3	
OL 3023	Professional Communicatic	3	
OL 4543	Workplace Supervision	3	
		12	
Senior			
Fall			
NUR 2303 or HA 2813	Nutrition or Basic Human Nutrition in Hospitality Administration	3	
OL 4443	Professional Leadership [4]	3	
OL 4643	Organizational Globalization and Diversity [4]	3	
~~OL 4743~~	~~Organizational Change [4]~~	~~3~~	
~~OL 4843~~	~~Training and Organizational Development [4]~~	~~3~~	
	Hours	**15**	
Spring			
ELED 2113	Human Development and Learning Theories	3	
Select one of the following:		3	

Organizational Leadership Elective 6

Organizational Leadership Elective 6

Organizational Leadership Elective 6

SS 1XXX Social Science, course 3

OL 3233	Volunteer Leadership and Development		
OL 4053	Philanthropy and Fundraising		
OL 4143	Nonprofit Organizations [4]		
OL 4343	Community Development		
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadership	3	
OL 4243	Adult Learning in Organizations [4]	3	
OL 4963	Organizational Leadership Capstone [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 At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

3 Must earn a 'C' or better.

4 This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:

- OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
- OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
- OL 5343 Community Development can replace OL 4343 Community Development
- OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
- OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
- OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
- OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLCD) Organizational Leadership - Child Development Concentration

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3 ~~0~~
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36 ~~33~~
Electives		
		24
TOTAL ELECTIVE HOURS		~~27~~

Major Requirements		Hrs
ECE	2113 2313 2513 2613	12
ELED	2113	3
	NUR 2303 or HA 2813	3
	Professional Core	
LEAD	1003** or 3003	3
	LEAD 2003 OR OL 4043	3
OL/PS	3023 3133 ~~4243~~ 4443	
	4543 4643 ~~4743 4843~~	
	4963*	18 ~~27~~
	~~(OL/PS 4143 or OL/PS 4343 or~~	
	~~OL 3233 or 4053)~~	~~3~~
~~BAS~~	~~4353 4453~~	~~6~~
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-OLCD) Organizational Leadership - Child Development Concentration

2025-26

Date	
Grade Point	**Graduation Date**

Student's Name	
T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
TOTAL ELECTIVE HOURS		**24**

Major Requirements		Hrs
ECE	2113 2313 2513 2613	12
ELED	2113	3
	NUR 2303 or HA 2813	3
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	**60**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in: Organizational Leadership – Criminal Justice (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: LEAD 1003 or LEAD 3003; 3 credit hours SS 1XXXX Delete: 3 credit hours electives Total Hours: 15
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: 6 credit hours OL Electives ~~electives~~ Delete: BAS 4353, BAS 4453 Total Hours:
Senior Fall Semester Add/Change: 6 credit hours OL electives Delete: OL 4243, OL 4743 Total Hours: 15	Senior Spring Semester Add/Change: 6 credit hours OL electives Delete: Select one of the following: (OL 3233, OL 4053, OL 4143, OL 4343); OL 4843 Total Hours: 15

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - CRIMINAL JUSTICE CONCENTRATION

Curriculum

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

Course	Title	Hours	Completed
Freshman			
Fall			
CJ 2003	Introduction to Criminal Justice	3	
ENGL 1013	Composition I [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
Elective [2]		3	
	Hours	**17**	
Spring			
CJ 2043	Crime and Delinquency	3	
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective [2]		3	
	Hours	**16**	
Sophomore			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communicatic or Public Speaking or Business and Profession Speaking	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
Elective [2]		9	
	Hours	**15**	
Spring			
CJ/SOC 3083	Social Deviance	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003 or 3003	Introduction to Leadership	3	
USHG 1XXX	U.S. History and Government [1]	3	
~~Elective [2]~~		~~3~~	
	Hours	**15**	
Junior			
Fall			
OL 3133	Principles of Personnel Management	3	
CJ/POLS 3023	Judicial Process	3	
CJ/PSY 3033	Criminal Psychology	3	
Elective [2]		6	
	Hours	**15**	
Spring			
~~BAS 4353~~	~~Project Management~~	~~3~~	
~~BAS 4453~~	~~Root Cause Analysis~~	~~3~~	
CJ/SOC 3103	The Juvenile Justice System	3	
OL 3023	Professional Communicatic	3	
	Hours	**12**	
Senior			
Fall			
~~OL 4243~~	~~Adult Learning in Organizations~~ [4]	~~3~~	
OL 4443	Professional Leadership [4]	3	
OL 4543	Workplace Supervision [4]	3	
~~OL 4743~~	~~Organizational Change~~ [4]	~~3~~	
Elective [2]		3	
	Hours	**15**	
Spring			
~~Select one of the following:~~		~~3~~	
~~OL 3233~~	~~Volunteer Leadership and Development~~		
~~OL 4053~~	~~Philanthropy and Fundraising~~		
~~OL 4143~~	~~Nonprofit Organizations~~ [4]		
~~OL 4343~~	~~Community Development~~		
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadership	3	
OL 4643	Organizational Globalization and Diversity [4]	3	

Organizational Leadership Elective 6

Organizational Leadership Elective 6

Organizational Leadership Elective 6

SS 1XXX Social Science Course 3

OL 4843	Training and Organizational Development [4]	3
OL 4963	Organizational Leadership Capstone [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 At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

3 Must earn a 'C' or better.

4 This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:

- OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
- OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
- OL 5343 Community Development can replace OL 4343 Community Development
- OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
- OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
- OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
- OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLCJ) Organizational Leadership - Criminal Justice Concentration

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3 ~~0~~
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36 ~~33~~
Electives		
		24
TOTAL ELECTIVE HOURS		~~27~~

Major Requirements		Hrs
CJ	2003 2043	
CJ/POLS	3023	
CJ/PSY	3033	
CJ/SOC	3083 3103	18
	Professional Core	
LEAD	1003** ~~or~~ or 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 ~~4243~~ 4443	
	4543 4643 ~~4743 4843~~	18
	4963*	~~27~~
	3~~233~~ 4053 4143 4343	~~3~~
~~BAS~~	~~4353 4453~~	~~6~~
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(BA-OLCJ) Organizational Leadership - Criminal Justice Concentration
2025-26

Date		Student's Name	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
TOTAL ELECTIVE HOURS		**24**

Major Requirements		Hrs
CJ	2003 2043	
CJ/POLS	3023	
CJ/PSY	3033	
CJ/SOC	3083 3103	18
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	**60**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
♦ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in: Organizational Leadership – Emergency Management (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: 3 credit hours SS 1XXX Delete: 3 credit hours electives Total Hours: 15	Sophomore Spring Semester Add/Change: LEAD 1003 or LEAD 3003; 3 credit hours OL electives Delete: OL 4843 Total Hours: 15
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: 6 credit hours OL Elective ~~electives~~ Delete: BAS 4353, BAS 4453 Total Hours: 15
Senior Fall Semester Add/Change: 3 credit hours OL electives Delete: OL 4243 Total Hours: 15	Senior Spring Semester Add/Change: 6 credit hours OL electives Delete: Select one of the following: (OL 3233, OL 4053, OL 4143, OL 4343); OL 4743 Total Hours: 15

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - EMERGENCY MANAGEMENT CONCENTRATION

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	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University [2]	1	
Elective [2]		6	
	Hours	**17**	
Spring			
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1, 2]	4	
Elective [2]		6	
	Hours	**16**	
Sophomore			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communicatic or Public Speaking or Business and Profession Speaking	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
Elective [2]		9	
	Hours	**15**	
Spring			
EAM 1013	Aim and Scope of Emergency Management	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003	Introduction to Leadership	3	
OL 4843	Training and Organizational Development	3	
USHG 1XXX	U.S. History and Government [1]	3	
	Hours	**15**	
Junior			
Fall			
EAM 3013	Public Policy and Politics in Emergency Management	3	
EAM 3023	Principles of Preparedness and Response	3	
OL 3133	Principles of Personnel Management	3	
Electives [2]		6	
	Hours	**15**	
Spring			
BAS 4353	Project Management	3	
BAS 4453	Root Cause Analysis	3	
EAM 3053	Introduction to Ethical and Legal Issues in Emergency Management	3	
OL 3023	Professional Communicatic	3	
	Hours	**12**	
Senior			
Fall			
EAM 4003	Principles of Mitigation and Recovery	3	
OL 4243	Adult Learning in Organizations	3	
OL 4443	Professional Leadership [4]	3	
OL 4543	Workplace Supervision [4]	3	
OL 4643	Organizational Globalization and Diversity [4]	3	
	Hours	**15**	
Spring			
EAM 4013	Resilience and Continuity	3	
Select one of the following:		3	
OL 3233	Volunteer Leadership and Development		
OL 4653	Philanthropy and Fundraising		

OL 4143	Nonprofit Organizations [1]		_____
OL 4343	Community Development		_____
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadership	3	_____
OL 4743	Organizational Change [4]	3	_____
OL 4963	Organizational Leadership Capstone [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 At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

3 Must earn a 'C' or better.

4 This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:

- OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
- OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
- OL 5343 Community Development can replace OL 4343 Community Development
- OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
- OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
- OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
- OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLEM) Organizational Leadership - Emergency Management Concentration

~~2024-25~~ 2025-26

Date	
Grade Point	Graduation Date

Student's Name
T#

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3 ~~0~~
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		~~33~~ 36
Electives		
		24
TOTAL ELECTIVE HOURS		~~27~~

Major Requirements		Hrs
EAM	1013 3013 3023 3053 4003 4013	18
	Professional Core	
LEAD	1003** ~~or~~ 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 ~~4243~~ 4443	
	4543 4643 ~~4743 4843~~	
	4963*	~~27~~ 18
	~~3233 4053 4143 4343~~	~~3~~
~~BAS~~	~~4353 4453~~	~~6~~
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-OLEM) Organizational Leadership - Emergency Management Concentration

2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36
Electives		
TOTAL ELECTIVE HOURS		24

Major Requirements		Hrs
EAM	1013 3013 3023 3053 4003 4013	18
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in: Organizational Leadership – Inter College (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: LEAD 1003 or LEAD 3003; 3 credit hours SS 1XXXX Delete: 3 credit hours electives Total Hours: 15
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: 9 credit hours OL electives Delete: BAS 4353, BAS 4453, OL 4243 Total Hours: 12
Senior Fall Semester Add/Change: Delete: Total Hours:	Senior Spring Semester Add/Change: 9 credit hours OL electives Delete: (OL 3233, OL 4053, OL 4143, OL 4343); OL 4743; OL 4843 Total Hours: 15

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - INTER-COLLEGE CONCENTRATION

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	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
Electives [2]		6	
	Hours	**17**	
Spring			
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Electives [2]		6	
	Hours	**16**	
Sophomore			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communicatic or Public Speaking or Business and Profession Speaking	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
Elective [2]		9	
	Hours	**15**	
Spring SSIXXX		3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003 or LEAP 3003	Introduction to Leadership	3	
USHG 1XXX	U.S. History and Government [1]	3	
Electives [2]		~~6~~ 3	
	Hours	**15**	
Junior			
Fall			
OL 3133	Principles of Personnel Management	3	
Electives [2]		12	
	Hours	**15**	
Spring Organizational Leadership Elective		9	
~~BAS 4353~~	~~Project Management~~	~~3~~	
~~BAS 4453~~	~~Root Cause Analysis~~	~~3~~	
OL 3023	Professional Communicatic	3	
~~OL 4243~~	~~Adult Learning in Organizations~~ [4]	~~3~~	
	Hours	**12**	
Senior			
Fall			
OL 4443	Professional Leadership [4]	3	
OL 4543	Workplace Supervision [4]	3	
OL 4643	Organizational Globalization and Diversity [4]	3	
Electives [2]		6	
	Hours	**15**	
Spring Organizational Leadership Elective		9	
~~Select one of the following:~~		~~3~~	
~~OL 3233~~	~~Volunteer Leadership and Development~~		
~~OL 4053~~	~~Philanthropy and Fundraising~~		
~~OL 4143~~	~~Nonprofit Organizations~~ [4]		
~~OL 4343~~	~~Community Development~~		
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadership	3	
~~OL 4743~~	~~Organizational Change~~ [4]	~~3~~	
~~OL 4843~~	~~Training and Organizational Development~~ [4]	~~3~~	
OL 4963	Organizational Leadership Capstone [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] At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

[3] Must earn a 'C' or better.

[4] This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:

- OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
- OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
- OL 5343 Community Development can replace OL 4343 Community Development
- OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
- OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
- OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
- OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLIC) Organizational Leadership - Inter-College Program Conc.

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		~~0~~ 3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		~~33~~ 36
Electives		
		42
TOTAL ELECTIVE HOURS		~~45~~

Major Requirements		Hrs
	Professional Core	
LEAD	1003** ~~or~~ 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 ~~4243~~ 4443	
	4543 4643 ~~4743 4843~~	18
	4963*	~~27~~
	~~3233 4053~~ 4143 4343	~~3~~
BAS	~~4353 4453~~	~~6~~
OL		18
	*Must earn C or better	
	TOTAL HOURS	42

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

** Satisfying Gen Ed
♦ Satisfying Institutional Requirement
C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-OLIC) Organizational Leadership - Inter-College Program Conc.

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
TOTAL ELECTIVE HOURS		**42**

Major Requirements		**Hrs**
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL HOURS	**42**

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in: Organizational Leadership – Military Leadership (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: LEAD 1003 or LEAD 3003; 3 credit hours SS 1XXXX Delete: 3 credit hours electives Total Hours: 15
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: 6 credit hours OL Elective ~~electives~~ Delete: BAS 4353, BAS 4453 Total Hours: 15
Senior Fall Semester Add/Change: 6 credit hours OL electives Delete: OL 4243, OL 4743 Total Hours: 15	Senior Spring Semester Add/Change: 6 credit hours OL electives Delete: Select one of the following: (OL 3233, OL 4053, OL 4143, OL 4343); OL 4843 Total Hours: 15

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - MILITARY LEADERSHIP CONCENTRATION

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	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
Elective [2]		3	
	Hours	**14**	
Spring			
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective [2]		6	
	Hours	**16**	
Sophomore			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communicatic or Public Speaking or Business and Profession Speaking	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
USHG 1XXX	U.S. History and Government [1]	3	
Elective [2]		6	
	Hours	**15**	
Spring SS1XXX Social Science Course, 3			
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003 or LEAD 3003	Introduction to Leadership	3	
POLS 2403	Comparative Government	3	
POLS 2413	International Relations	3	
~~Elective~~ [2]		~~3~~	
	Hours	**15**	
Junior			
Fall			
OL 3133	Principles of Personnel Management	3	
POLS 3013	Recent American Foreign and Military Policy	3	
POLS 3473	National Security Policy	3	
POLS Upper-Division Elective (3000-4000)		3	
Elective		3	
	Hours	**15**	
Spring Organizational Leadership Elective 6			
~~BAS 4353~~	~~Project Management~~	~~3~~	
~~BAS 4453~~	~~Root Cause Analysis~~	~~3~~	
OL 3023	Professional Communications	3	
POLS 3053	Introduction to Public Administratior	3	
Elective [2]		3	
	Hours	**15**	
Senior Organizational Leadership Elective 6			
Fall			
~~OL 4243~~	~~Adult Learning in Organizations~~ [4]	~~3~~	
OL 4443	Professional Leadership [4]	3	
OL 4543	Workplace Supervision [4]	3	
OL 4643	Organizational Globalization and Diversity [4]	3	
~~OL 4743~~	~~Organizational Change~~ [4]	~~3~~	
	Hours	**15**	
Spring Organizational Leadership Elective 6			
Select one of the following		3	
~~OL 3233~~	~~Volunteer Leadership and Development~~		
~~OL 4053~~	~~Philanthropy and Fundraising~~		
~~OL 4143~~	~~Nonprofit Organizations~~ [4]		
~~OL 4343~~	~~Community Development~~		
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadershi	3	

OL 4843	Training and Organizational Development [4]	3	
OL 4963	Organizational Leadership Capstone [3]	3	
Elective [2]		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] At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

[3] Must earn a 'C' or better.

[4] This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:

- OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
- OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
- OL 5343 Community Development can replace OL 4343 Community Development
- OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
- OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
- OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
- OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLML) Organizational Leadership - Military Leadership Concentration

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		0 ~~0~~
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		~~36~~ 33
Electives		
		~~24~~
TOTAL ELECTIVE HOURS		~~27~~

Major Requirements		Hrs
POLS	2403 2413 3013 3053 3473	
	POLS UD 3 HRS	18
	Professional Core	
LEAD	1003** ~~3003~~	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 ~~4243~~ 4443	
	4543 4643 ~~4743 4843~~	~~18~~
	4963*	~~27~~
	~~3233 4053 4143 4343~~	~~3~~
~~BAS~~	~~4353~~ 4453	~~6~~
OL		~~18~~
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-OLML) Organizational Leadership - Military Leadership Concentration

2025-26

Date	**Student's Name**
Grade Point / **Graduation Date**	**T#**

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
TOTAL ELECTIVE HOURS		**24**

Major Requirements		Hrs
POLS	2403 2413 3013 3053 3473	
	POLS UD 3 HRS	18
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	**60**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in: Organizational Leadership – Psychology (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: LEAD 1003 or LEAD 3003; 3 credit hours SS 1XXXX Delete: 3 credit hours electives Total Hours: 15
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: 9 credit hours OL electives Delete: BAS 4353. BAS 4453, OL 4243 Total Hours: 12
Senior Fall Semester Add/Change: 6 credit hours OL electives Delete: OL 4743, OL 4843 Total Hours: 15	Senior Spring Semester Add/Change: 3 credit hours OL electives Delete: Select one of the following: (OL 3233, OL 4053, OL 4143, OL 4343) Total Hours: 15

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - PSYCHOLOGY CONCENTRATION

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	
PSY 2003	General Psychology	3	
SCIL 1XXX	Science with Laboratory [1]	4	
TECH 1001	Orientation to the University	1	
Electives [2]		6	
	Hours	**17**	
Spring			
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
PSY 2023	Consumer Psychology	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective		3	
	Hours	**16**	
Sophomore			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communication or Public Speaking or Business and Professional Speaking	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
Elective [2]		9	
	Hours	**15**	
Spring SS1XXX	Social Science Course	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003 or LEAD3003	Introduction to Leadership	3	
PSY 3813	Lifespan Development	3	
USHG 1XXX	U.S. History and Government [1]	3	
Elective [2]		3	
	Hours	**15**	
Junior			
Fall			
OL 3133	Principles of Personnel Management	3	
PSY 3093	Industrial and Organizational Psychology	3	
Approved PSY/SOC upper-division Electives (3000-4000)		3	
Elective [2]		6	
	Hours	**15**	
Spring Organizational Leadership Elective 9			
~~BAS 4353~~	~~Project Management~~	~~3~~	
~~BAS 4453~~	~~Root Cause Analysis~~	~~3~~	
OL 3023	Professional Communicatic	3	
~~OL 4243~~	~~Adult Learning in Organizations~~	~~3~~	
	Hours	~~12~~ 15	
Senior Organizational Leadership Elective 6			
Fall			
OL 4443	Professional Leadership [4]	3	
OL 4543	Workplace Supervision [4]	3	
OL 4643	Organizational Globalization and Diversity [4]	3	
~~OL 4743~~	~~Organizational Change [4]~~	~~3~~	
~~OL 4843~~	~~Training and Organizational Development [4]~~	~~3~~	
	Hours	**15**	
Spring Organizational Leadership Elective 3			
~~Select one of the following:~~		~~3~~	
~~OL 3233~~	~~Volunteer Leadership and Development~~		
~~OL 4053~~	~~Philanthropy and Fundraising~~		
~~OL 4143~~	~~Nonprofit Organizations [4]~~		
~~OL 4343~~	~~Community Development~~		
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadership	3	
OL 4963	Organizational Leadership Capstone [3]	3	
Approved PSY upper-division Electives (3000-4000)		3	

Elective [2]		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. At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.
3. Must earn a 'C' or better.
4. This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:
   - OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
   - OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
   - OL 5343 Community Development can replace OL 4343 Community Development
   - OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
   - OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
   - OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
   - OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLPY) Organizational Leadership - Psychology Concentration

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
SOC SCI		3 ~~0~~
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		33 ~~30~~
Electives		
		27
TOTAL ELECTIVE HOURS		~~30~~

Major Requirements		Hrs
PSY	2003** 2023 3093 3813	
	Approved PSY UD 3 HRS	
	Approved PSY/SOC UD 3 HRS	18
	Professional Core	
LEAD	1003** or 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 ~~4243~~ 4443	
	4543 ~~4643~~ 4743 ~~4843~~ OK	
	4963* 4645	18 ~~27~~
	~~3233 4053 4143 4343~~	~~3~~
~~BAS~~	~~4353 4453~~	~~6~~
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-OLPY) Organizational Leadership - Psychology Concentration

2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		0
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		33
Electives		
TOTAL ELECTIVE HOURS		27

Major Requirements		Hrs
PSY	2003** 2023 3093 3813	
	Approved PSY UD 3 HRS	
	Approved PSY/SOC UD 3 HRS	18
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in: Organizational Leadership – Public Relations (enter title for program changing)	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: LEAD 1003 or LEAD 3003; 3 credit hours SS 1XXXX Delete: 3 credit hours electives Total Hours: 15	Sophomore Spring Semester Add/Change: Delete: Total Hours:
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: 6 credit hours OL Elective ~~electives~~ Delete: BAS 4353, BAS 4453 Total Hours:
Senior Fall Semester Add/Change: 6 credit hours OL electives Delete: OL 4243, OL 4743 Total Hours: 15	Senior Spring Semester Add/Change: 6 credit hours OL electives Delete: Select one of the following: (OL 3233, OL 4053, OL 4143, OL 4343); OL 4843 Total Hours: 15

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - PUBLIC RELATIONS CONCENTRATION

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	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
Elective [2]		6	
	Hours	**17**	
Spring			
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Elective [2]		6	
	Hours	**16**	
Sophomore			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communicatic or Public Speaking or Business and Profession Speaking	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003	Introduction to Leadership	3	
Elective [2]		6	
	Hours	**15**	
Spring			
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
JOUR 3173	Public Relations Principles	3	
JOUR 4033	Community Journalism	3	
USHG 1XXX	U.S. History and Government [1]	3	
Elective [2]		3	
	Hours	**15**	
Junior			
Fall			
COMM 3033	Interviewing Principles and Practices	3	
COMM 4153	Persuasive Theory and Audience Analysis	3	
OL 3133	Principles of Personnel Management	3	
Electives [2]		6	
	Hours	**15**	
Spring			
BAS 4353	Project Management	3	
BAS 4453	Root Cause Analysis	3	
JOUR 4083	Internet Communicatic	3	
OL 3023	Professional Communications	3	
	Hours	**12**	
Senior			
Fall			
OL 4243	Adult Learning in Organizations [4]	3	
OL 4443	Professional Leadership [4]	3	
OL 4543	Workplace Supervision [4]	3	
OL 4643	Organizational Globalization and Diversity [4]	3	
OL 4743	Organizational Change [4]	3	
	Hours	**15**	
Spring			
COMM 3073	Group Communication	3	
Select one of the following:		3	
OL 3233	Volunteer Leadership and Development		
OL 4053	Philanthropy and Fundraising		
OL 4143	Nonprofit Organizations [4]		
OL 4343	Community Development		
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadership	3	

OL 4843	Training and Organizational Development [4]	3	_____
OL 4963	Organizational Leadership Capstone [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. At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.
3. Must earn a 'C' or better.
4. This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:
   - OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
   - OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
   - OL 5343 Community Development can replace OL 4343 Community Development
   - OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
   - OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
   - OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
   - OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLPR) Organizational Leadership - Public Relations Concentration

~~2024-25~~ 2025-24

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		~~0~~ 3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		~~33~~ 36
Electives		
		24
TOTAL ELECTIVE HOURS		~~27~~

Major Requirements		Hrs
JOUR	3173 4033 4083	
COMM	3033 3073 4153	18
	Professional Core	
LEAD	1003** or 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 ~~4243~~ 4443	
	4543 4643 ~~4743 4843~~	18
	4963*	~~27~~
	~~3233 4053 4143 4343~~	~~3~~
~~BAS~~	~~4353 4453~~	~~6~~
OL		15
	*Must earn C or better	
	TOTAL MAJOR HOURS	60
	TOTAL HOURS	

Final Check:

Min. hours required 120
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

◆ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-OLPR) Organizational Leadership - Public Relations Concentration

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
TOTAL ELECTIVE HOURS		**24**

Major Requirements		**Hrs**
JOUR	3173 4033 4083	
COMM	3033 3073 4153	18
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL MAJOR HOURS	**60**
	TOTAL HOURS	

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Emergency Management, Professional Studies, and Student Affairs Administration	3-15-2024

Title	Signature	Date
Department Head Dr. Rene Couture	Rene Couture	3-25-24
Dean Dr. Tim Carter	Tim Carter	3/26/24
Assessment Dr. Christine Austin	Christine Austin	3/27/24
Registrar Ms. Tammy Weaver	Tammy Weaver	8/6/24
Vice President for Academic Affairs Dr. Adolfo Santos		

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:
Accelerated BA in Organizational Leadership Inter-College (BAOL-IC) to MS Emergency Management and Homeland Security (EMHS)

Outline change in program: Accelerated BA in Organizational Leadership Inter-College (BAOL-IC) to MS Emergency Management and Homeland Security (EMHS)

This program change would allow BAOL-IC majors to complete a Master's degree in EMHS in accelerated fashion.

Students would substitute up to 12 cr. hours of graduate level Emergency Management and Homeland Security courses (EMHS 6063, EMHS 6103, and two EMHS 3 hr. electives) for an equivalent number of upper division electives in fall and spring semesters of the senior year.

The admission criteria include completing 90 hours toward the Bachelor's degree with an earned GPA of 3.0 or higher at the time of application to the program. If a student is enrolled in one of these courses at the time of application, the student may be conditionally admitted until grades are submitted for that semester. If a B or better was earned, they may begin the program. If not, their admission will be deferred until the required grade is obtained.

Graduate Core courses – 6 hours total.
EMHS 6063: Principles of Emergency Management
EMHS 6103: Research Design & Methods

Electives – 6 hours total.
Electives to choose from:
EMHS 5003: Principles of Disaster Relief and Recovery
EMHS 6143: Social Vulnerability
EMHS 6073: Terrorism and Counterterrorism
EMHS 6243: Intelligence in Emergency Management and Homeland Security
EMHS 6253: Information Security for Public Managers
EMHS 6033: Leadership and Management
EMHS 6513: Technology for Comprehensive Emergency Management
EMHS 6133: Ethical, Legal, Political Considerations in Emergency Management and Homeland Security
Any other approved EMHS Elective Course

What impact will the change have on staffing, on other programs and space allocation?
It should have no impact on other programs other than potentially decreasing enrollment in upper division elective courses.

Answer the following Assessment questions:

a. How does the program change align with the university mission?

   The university's mission includes "student success, access, and excellence" which this program change directly addresses by encouraging high-achieving undergraduate students to continue their pursuit of academic excellence with taking accessible emergency management and homeland security graduate courses that will encourage their success. Also, providing a more economical (& accessible) path for an EMHS Master's degree serves for the benefit of "Arkansas, the nation, and the world." This will also allow the EMHS program to become stackable with other university degrees, provide for progressive intellectual development, and provide another employment option for the students.

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable.

Not Applicable.

c. What is the rationale for this program change?

1. How will the program change impact learning for students enrolled in this program?

Students will have to adjust to graduate-level work more quickly than they might otherwise. However, only those students who meet the admission criteria will be accepted into the accelerated program. This should lead to students having an adequate level of preparation.

2. Provide an example or examples of student learning assessment evidence which supports the changes in the program.

There will be no change to the graduate program so the assessment plan will remain the same. This change only allows students to streamline and accelerate entry into a graduate degree during the senior year of their undergraduate degree.

b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions.

ATU is beginning accelerated programs. This would be an accelerated program providing streamlined entry into a graduate EMHS degree. This is a natural pairing since many BAOL-IC students find the EMHS masters to be a good fit to their undergraduate education.

c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

The assessment plan would not change. Please see the assessment documents provided in pages 6 and 7.

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.

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog Curriculum in BA OL-IC	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: Delete: Total Hours:	Sophomore Spring Semester Add/Change: Delete: Total Hours:
Junior Fall Semester Add/Change: Delete: Total Hours:	Junior Spring Semester Add/Change: Delete: Total Hours:
Senior Fall Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of BA OL-IC Electives or Electives: Students in the accelerated program will substitute EMHS 6063 Principles of Emergency Management and/or approved EMHS Electives. Delete: Total Hours: 15	Senior Spring Semester Add/Change: Add the Accelerated Bachelor's to Master's Footnote to 6 hours of Electives: Students in the accelerated program will substitute EMHS 6103 Research Design and Methods and/or approved EMHS Electives Delete: Total Hours: 15

Course	Learning Objective	Competency	Assessment Measure
EMHS 6063 Principles of Emergency Management	Apply appropriate theories, concepts, policies, and emergency management measures to multiple emergency and disaster context.	Sociocultural Literacy (I) (R) Leadership (I) Operates in the EM Framework/Principles/Body of Knowledge (I)	Exam Reflection Assignment Written Assignment
	Differentiate and interpret emergency management policies, the types of hazards that threaten the United States, and the measures to mitigate, prepare, respond, and recover from such hazards.	Systems Literacy (I)	Written Assignment
	Distinguish among the many organizations and communities involved in the multiple aspects of emergency management.	Introduce Community Engagement (I)	Case Study
	Examine the future challenges and opportunities pertaining to the emergency management field	Introduce Disaster Risk Management (I)	Written Assignment

Course	Learning Objective	Competency	Assessment Measure
EMHS 6103 **Research Methods and Design**	Apply the systematic process of scientific research to a personal research project	Disaster/ Risk Management (R)	Final Paper
	Analyze and evaluate quality peer-reviewed research articles. Differentiate scientific research from other forms of publications	Scientific Literacy (I/R)	Article Critique Assignment
	Identify a research topic area and develop a feasible research question	Operates within the EM framework, principles, and body of knowledge (R)	Research Question/ Introduction Assignment
	Analyze and evaluate quality peer-reviewed research articles. Differentiate scientific research from other forms of publications	Possess Critical Thinking. (I)	Article Critique Assignment
	Apply research ethics to research process and the use of human subjects	Abide by Professional Ethics (I)	CITI Training
	Demonstrate graduate collegiate writing skills and apply APA 7 formatting to all written work with appropriate in-text citations, empirical support, and no plagiarism	Continual Learning (I)	Final Paper

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

Department Affected:	This department
Bachelor of Arts in Org Leadership	☒ supports ☐ does not support the change.
Comments:	
We support the BAOL-IC to MSEMHS AB2M degree pathway.	

Program Director Signature: _____

Date:_3-15-2024__

ORGANIZATIONAL LEADERSHIP, BACHELOR OF ARTS - INTER-COLLEGE CONCENTRATION

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	
SCIL 1XXX	Science with Laboratory [1]	4	
SS 1XXX	Social Science Courses [1]	3	
TECH 1001	Orientation to the University	1	
Electives [2]		6	
	Hours	**17**	
Spring			
ENGL 1023	Composition II [1]	3	
MATH XXXX	Mathematics [1]	3	
SCIL 1XXX	Science with Laboratory [1]	4	
Electives [2]		6	
	Hours	**16**	
Sophomore			
Fall			
COMM 1003 or COMM 2003 or COMM 2173	Introduction to Communicatic or Public Speaking or Business and Profession Speaking	3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
Elective [2]		9	
	Hours	**15**	
Spring SS1XXX		3	
FAH 1XXX	Fine Arts and Humanities Courses [1]	3	
LEAD 1003 or LEAD 3003	Introduction to Leadership	3	
USHG 1XXX	U.S. History and Government [1]	3	
Electives [2]		~~6~~ 3	
	Hours	**15**	
Junior			
Fall			
OL 3133	Principles of Personnel Management	3	
Electives [2]		12	
	Hours	**15**	
Spring Organizational Leadership Elective		9	
~~BAG 4050~~	~~Project Management~~	~~3~~	
~~BAG 4450~~	~~Root Cause Analysis~~	~~3~~	
OL 3023	Professional Communicatic	3	
~~OL 4240~~	~~Adult Learning in Organizations~~	~~3~~	
	Hours	**12**	
Senior			
Fall			
OL 4443	Professional Leadership [4]	3	
OL 4543	Workplace Supervision [4]	3	
OL 4643	Organizational Globalization and Diversity [4]	3	
Electives [2], 5		6	
	Hours	**15**	
Spring Organizational Leadership Elective		9	
~~Select one of the following:~~		~~3~~	
~~OL 3233~~	~~Volunteer Leadership and Development~~		
~~OL 4053~~	~~Philanthropy and Fundraising~~		
~~OL 4148~~	~~Nonprofit Organizations~~		
~~OL 4340~~	~~Community Development~~		
OL 4043 or LEAD 2003	Ethical Leadership [4] or Ethics in Leadership	3	
~~OL 4743~~	~~Organizational Change [4]~~	~~3~~	
~~OL 4643~~	~~Training and Organizational Development [4]~~	~~3~~	
OL 4963	Organizational Leadership Capstone [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] At least 40 of the total hours required for graduation must be 3000 - 4000 level courses.

[3] Must earn a 'C' or better.

[4] This program partners the Organizational Leadership undergraduate degree with the Master of Arts (MA) Organizational Leadership and Learning degree. A maximum of twelve (12) graduate level credit hours can be counted towards both the Bachelor of Arts degree in Organizational Leadership and the MA Organizational Leadership and Learning degree. Four graduate level courses can be used to replace four upper-division undergraduate courses as follows:

- OL 5043 Ethical Leadership can replace OL 4043 Ethical Leadership
- OL 5143 Nonprofit Organizations can replace OL 4143 Nonprofit Organizations
- OL 5343 Community Development can replace OL 4343 Community Development
- OL 5643 Organizational Globalization and Diversity can replace OL 4643 Organizational Globalization and Diversity
- OL 6043 Leadership in Organizational Change can replace OL 4743 Organizational Change
- OL 6143 Consultation, Coaching, and Leadership Development can replace OL 4843 Training and Organizational Development
- OL 6883 Special Problems in Organizational Development and Learning can replace one of the following: OL 4243 Adult Learning in Organizations, OL 4443 Professional Leadership, OL 4543 Workplace Supervision, OL 4993 Special Problems in Organizational Leadership

[5] Accelerated BA OL IC and MS EMHS

Learning Outcomes

Learning Outcomes

DEGREE AUDIT CHECK LIST

(BA-OLIC) Organizational Leadership - Inter-College Program Conc.

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3 ~~0~~
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		36 ~~33~~
Electives		
		42
TOTAL ELECTIVE HOURS		~~45~~

Major Requirements		Hrs
	Professional Core	
LEAD	1003** ~~or~~ 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 ~~4243~~ 4443	
	4543 4643 ~~4743 4843~~	18 ~~27~~
	4963*	
	~~3233 4053~~ 4143 4343	~~3~~
~~BAS~~	~~4353 4459~~	~~6~~
OL		18
	*Must earn C or better	
	TOTAL HOURS	42

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**
◆ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST

(BA-OLIC) Organizational Leadership - Inter-College Program Conc.

2025-26

Date		**Student's Name**
Grade Point	**Graduation Date**	**T#**

General Education Requirements		**Hrs**
ENGL #	1013/1043 & 1023/1053	6
MATH #		3
SCIENCE		4
SCIENCE		4
US HIST/GOVT		3
SOC SCI		3
SOC SCI		3
FINE ART/HUM		3
FINE ART/HUM		3
COMM		3
TECH 1001 ♦		1
TOTAL GEN ED HOURS		**36**
Electives		
TOTAL ELECTIVE HOURS		**42**

Major Requirements		**Hrs**
	Professional Core	
LEAD	1003** OR 3003	3
	LEAD 2003 OR OL 4043	3
OL	3023 3133 4443 4543 4643 4963*	18
OL		18
	*Must earn C or better	
	TOTAL HOURS	**42**

Final Check:

Min. hours required **120**
40 hours upper level _____ thru _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs _____
minus P/C HRS _____
to be completed _____
TOTAL _____

**** Satisfying Gen Ed**

♦ Satisfying Institutional Requirement

 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
PACE	6/1/24

Title	Signature	Date
Department Head Dr. Couture	Rene Couture	6/11/24
Dean Dr. Carter		6/17/24
Assessment Dr. Austin		6.18.24
Registrar Ms. Weaver	Tammy Weaver	6/28/24
Vice President for Academic Affairs Dr. Santos		

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:
Undergraduate Certificate of Proficiency in Nonprofit Leadership

Outline change in program: (e.g., list changes in program such as (1) delete three hours of elective and (2) add three hours of approved major electives)

1) Change CP in Nonprofit Leadership requirements to the following:

OL 4143: Nonprofit Organizations
OL 3233: Volunteer Leadership or POLS 3053: Public Administration
OL 4053: Philanthropy and Fundraising
OL 4343: Community Development

What impact will the change have on staffing, on other programs and space allocation? This change will have minimal impact on staffing. Courses in the CP are offered on a regular rotation. The proposed change is to increase course availability and provide students with flexibility in course selection.

Answer the following Assessment questions:

a. How does the program change align with the university mission? The proposed program change will increase degree customization and course access by increasing course availability and student flexibility in course selection.
b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable. N/A
c. What is the rationale for this program change?
    1. How will the program change impact learning for students enrolled in this program? There are no anticipated negative impacts to student learning based on this change. Both OL 3233 and POLS 3053 are elective options in the CP-Nonprofit Leadership that reinforce the program learning outcome. Student assessment (see attached) will remain the same with this change in course selection.
    2. Provide an example or examples of student learning assessment evidence which supports the changes in the program. POLS 3053 is not offered each fall and spring term. Course availability can negatively impact student progression toward the completion of the CP in Nonprofit Leadership. Moving POLS 3053 to an elective option with OL 3233 allows for a schedule rotation where one of the options is available each fall and spring term.

b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions. The University of Arkansas at Little Rock offers a 12-credit hour undergraduate certificate in nonprofit leadership studies which includes the following courses: Management of Nonprofit Agencies, Strategic Fund Development, Volunteer Management, and Special Topics. The proposed change to ATU's nonprofit leadership certificate program aligns with others in the state.
c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.)

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.

Certificate of Proficiency in Nonprofit Leadership

CY 2024 Program Assessment Plan

The Certificate of Proficiency in Nonprofit Leadership (12 credit hours) focuses on the knowledge and skills necessary to pursue a career in the nonprofit sector. Over 12,000 nonprofit organizations supporting Arkansas' economy employ 9.2% of the state's private workforce (93,000 employees), generate over $17 billion in annual revenues, and Arkansas foundations give over $700 million (Independent Sector, 2021).

The diversity of nonprofit sector employment is reflected in the interdisciplinary design of the degree: charitable organizations, churches, religious organizations, private foundations (IRS Section 501c3), political organizations (IRS Section 527), and social welfare/political action committees (IRS 501c4). Nonprofit career development may be long-term (e.g., Heifer International, the Clinton Library, Arkansas Community Foundation, Episcopal Diocese of Arkansas) or an immediate entry to a leadership role (e.g., Main Street Russellville, the Boys and Girls Club, River Valley United Way).

Generally, pursuing a nonprofit sector career begins with the intersection of career goals, organizational mission, and geographic location. Many nonprofit leaders in Arkansas choose employment in their hometown or county, as the sector is ubiquitous. The diversity of nonprofit organizations in the sector presents challenges in mapping career opportunities to a single path.

Required Courses (9 hours)

OL 4143 Nonprofit Organizations

OL 4343 Community Development

OL 4053 Philanthropy and Fundraising

Elective Options (3 hours)

OL 3233 Volunteer Development and Leadership

POLS 3053 Public Administration

Program Learning Outcome 1: Governance, Leadership, and Advocacy: Students recognize, articulate, and apply knowledge and activities related to stewardship, advocacy, leadership, organizational governance, and staff and volunteers.

a. Analyze the symbiotic relationships between organizational leadership, nonprofit governance, volunteer relationships, and the community in a nonprofit organization.
b. Evaluate the ethical considerations and legal frameworks governing fundraising and philanthropic activities.
c. Analyze and evaluate volunteer programs and their impact on the organization and its volunteers.
d. Demonstrate the evaluation of organizational problems and their associated pathology with discernment of an effective solution.
e. Apply project-based research principles to impact community-based organizations positively.

COURSE		PO1
OL 4143 Nonprofit Organizations	Required	I
OL 3233 Volunteer Leadership & Development **OR**	Elective	R
POLS 3053 Public Administration	Elective	R
OL 4053 Philanthropy and Fundraising	Required	R
OL 4343 Community Development	Required	M

Governance, Leadership, and Advocacy: Students recognize, articulate, and apply knowledge and activities related to stewardship, advocacy, leadership, organizational governance, and staff and volunteers.		
Program Outcome	**Course for Outcome**	**Outcome Measure**
Analyze the symbiotic relationships between organizational leadership, nonprofit governance, volunteer relationships, and the community in a nonprofit organization.	OL 4143 OL 4343 OL 4053 OL 3233 POLS 3053	• Leadership to action analysis • Mission statement development • Strategic plan • Leadership development plan • Leadership and governance impact study • Governance and community alignment analysis
Evaluate the ethical considerations and legal frameworks governing fundraising and philanthropic activities.	OL 4143 OL 4343 OL 4053 OL 3233 POLS 3053	• Fundraising dynamics • Grant identification and development • Online fundraising plan • IRS 990 analysis • CBO financial plan development
Analyze and evaluate volunteer programs and their impact on the organization and its volunteers.	OL 4143 OL 4343 OL 4053 OL 3233 POLS 3053	• Capacity inventory • Gates analysis assessment • Volunteer identification and recruitment strategy • Volunteer program evaluation report
Demonstrate the evaluation of organizational problems and their associated pathology with discernment of an effective solution.	OL 4143 OL 4343 OL 4053 OL 3233 POLS 3053	• Risk analysis • Nonprofit board evaluation • Community/organization needs assessment and improvement plan • Volunteer impact case study analysis • Organizational health audit
Apply project-based research principles to impact community-based organizations positively.	OL 4143 OL 4343 OL 4053 OL 3233 POLS 3053	• Community leadership development plan • Community asset inventory • Physical space and economy assessment • Leadership capacity workshop development • CBO SWOT analysis

NONPROFIT LEADERSHIP, CERTIFICATE OF PROFICIENCY

This program provides students a comprehensive understanding of volunteer leadership principles, theories, and practices. The course aims to equip students with the necessary skills and knowledge to lead and manage volunteers in various organizational contexts effectively. Students will explore volunteer motivation, recruitment and retention strategies, team building, communication techniques, and ethical considerations in volunteer leadership. Students will develop the skills and competencies needed to become successful volunteer leaders through a combination of theoretical frameworks, case studies, and practical applications.

Curriculum

Code	Title	Hours
OL 3233	Volunteer Leadership and Development	3
or OL 4053	Philanthropy and Fundraising	3
OL 4143	Nonprofit Organizations	3
OL 4343	Community Development	3
POLS 3053	Introduction to Public Administration	3
Total Hours		**12**

Learning Outcomes

Students who complete the program will demonstrate:

- Governance, Leadership, and Advocacy: Students recognize, articulate, and apply knowledge and activities related to stewardship, advocacy, leadership and the board of directors, and staff and volunteers.

DEGREE AUDIT CHECK LIST
(CP-NLCP Nonprofit Leadership)

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		Hrs
OL	4143 4343 ~~3233 4053~~	~~6~~ 12
~~OL~~	~~3233 or 4053~~	~~3~~
~~POLS~~	~~3053~~	~~3~~
	TOTAL HOURS (12)	
	TOTAL HOURS	12

Final Check:

Min. hours required 12
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 8 hours in residence
Must use same catalog for both major and minor

DEGREE AUDIT CHECK LIST
(CP-NLCP Nonprofit Leadership)

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #		
MATH #		
SCIENCE		
US HIST/GOVT		
SOC SCI		
FINE ART/HUM		
COMM		
TECH 1001 ♦		
TOTAL GEN ED HOURS		
TOTAL ELECTIVE HOURS (0)		

Minor Requirements		**Hrs**
OL	3233 4053 4143 4343	12
	TOTAL HOURS (12)	
	TOTAL HOURS	12

Final Check:

Min. hours required 12
Earned Hrs _____
to be completed _____
TOTAL _____

Must have 2.00 in minor
Must have minimum of 8 hours in residence
Must use same catalog for both major and minor

ARKANSAS TECH UNIVERSITY™

REQUEST FOR PROGRAM CHANGE

Department Initiating Proposal	Date
Engineering and Computing Sciences	10/26/23

Title	Signature	Date
Department Head Dr. John Krohn	John L. Krohn	10/26/2023
Dean Dr. John Jackson	John Jackson	10/26/23
Assessment ~~Dr. Christine Austin~~	Amanda Gardner	7/31/24
Registrar Ms. Tammy Weaver	Tammy Weaver	8/6/24
Vice President for Academic Affairs Dr. Julie Furst-Bowe		

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:
Associate of Applied Science in Information Technology

Outline change in program: (e.g., list changes in program such as (1) delete three hours of elective and (2) add three hours of approved major electives)

- Delete COMS 2713 Survey of Operating Systems (3 hrs)
- Add COMS 2163 Scripting Languages or COMS 2323 Programming in Python (3 hrs)

What impact will the change have on staffing, on other programs and space allocation?
none

Answer the following Assessment questions:

a. How does the program change align with the university mission? **To aid in student success, the department tries to keep the AAS in IT aligned with both tracks in the BS IT so that it can feed into both. Because COMS 2713 is being deleted from both of the BS IT tracks, it is being deleted from AAS as well. It is being replaced with two course options found in both BS tracks and the skills from these courses will aid students in getting an entry-level IT position.**

b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable. **n/a**

c. What is the rationale for this program change? **As mentioned above, to keep all IT programs as closely aligned as possible**

1. How will the program change impact learning for students enrolled in this program? **Skills learned from the new course options are more practical skills that will aid students in getting an entry-level IT position, even if only having finished the two-year degree**

2. Provide an example or examples of student learning assessment evidence which supports the changes in the program. **n/a**

b. How does this program fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions. **n/a**

c. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.) **Assessment plan has not changed; current plan on file with Assessment Office.**

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. **n/a**

In the attached matrix, include requested changes in the matrix and include course number and title.

Curriculum Matrix for Catalog **Curriculum in AAS in Information Technology**	
Freshman Fall Semester Add/Change: Delete: Total Hours:	Freshman Spring Semester Add/Change: Delete: Total Hours:
Sophomore Fall Semester Add/Change: ENGL 2053 Technical Writing Delete: COMS 2713 Survey of Operating Systems Total Hours: 16	Sophomore Spring Semester Add/Change: COMS 2163 Scripting Languages or COMS 2323 Programming in Python Delete: ENGL 2053 Technical Writing Total Hours: 12

DEGREE AUDIT CHECK LIST
(AAS-ITAS) Information Technology

~~2024-25~~ 2025-26

Date		Student's Name	
Grade Point	Graduation Date	T#	

General Education Requirements		Hrs
ENGL #	1013/1043 & 1023/1053	6
MATH #		0
SCIENCE		4
US HIST/GOVT		0
SOC SCI		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦	(1001 or 1013)	1
TOTAL GEN ED HOURS		14
Electives		
TOTAL ELECTIVE HOURS		15

Major Requirements		Hrs
COMS	1011 1013 1333 2203 2703 ~~(2713 or 3703)~~ 2163 or 2323	16
~CSEC	(1003 or 2213) 1113	6
COMM	(2173 or 2003**)	3
ENGL	2053	3
MATH#	1113 or higher**	3
	TOTAL MAJOR HOURS	31
	TOTAL HOURS	

Final Check:

Min. hours required 60 _____

of "D" hours _____ thru _____

Max activity hours 4 _____

Earned Hrs _____

minus P/C HRS _____

to be completed _____

TOTAL _____

** Satisfying Gen Ed

◆ Satisfying Institutional Requirement

C or better must be earned for Gen Ed

DEGREE AUDIT CHECK LIST
(AAS-ITAS) Information Technology

2025-26

Date		**Student's Name**	
Grade Point	**Graduation Date**	**T#**	

General Education Requirements		**Hrs**
ENGL #	1013/1043 & 1023/1053	6
MATH #		0
SCIENCE		4
US HIST/GOVT		0
SOC SCI		3
FINE ART/HUM		0
COMM		0
TECH 1001 ♦	(1001 or 1013)	1
TOTAL GEN ED HOURS		**14**
Electives		
TOTAL ELECTIVE HOURS		**15**

Major Requirements		**Hrs**
COMS	1011 1013 1333 2203 2703 (2163 or 2323)	16
~CSEC	(1003 or 2213) 1113	6
COMM	(2173 or 2003**)	3
ENGL	2053	3
MATH#	1113 or higher**	3
	TOTAL MAJOR HOURS	**31**
	TOTAL HOURS	

Final Check:

Min. hours required **60** _____
of "D" hours _____ thru _____
Max activity hours 4 _____

Earned Hrs ____
minus P/C HRS ____
to be completed ____
TOTAL ____

**** Satisfying Gen Ed**
◆ Satisfying Institutional Requirement
 # C or better must be earned for Gen Ed

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Engineering and Computing Sciences	3/1/2024

Title	Signature	Date
Department Head	John L Krohn	3/4/2024
Dean	John Jackson	3/4/2024

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
ELEG	**1011**

Official Catalog Title:
Introduction to Electrical Engineering

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) (Changes underlined)
Change course title: Introduction to Electrical & Computer Engineering
Change prerequisites: Co-requisite: MATH 1203 or MATH 1914 or a higher level MATH course.

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. This course is required for our ABET accredited Computer Engineering and Electrical Engineering programs.

b. Explain the rationale for the cosmetic course change.
Name change to indicate it is applicable to both the electrical and computer engineering degree option. Prerequisite change to allow students to take MATH 1914 coincident with ELEG 1011. This has been allowed requiring an override. The change will simplify the registration process.

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. N/A

ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

Department Initiating Proposal	Date
Engineering and Computing Sciences	3/1/2024

Title	Signature	Date
Department Head	John L. Krohn	3/4/2024
Dean	John Jackson	3/4/2024

Course Subject: (e.g., ACCT, ENGL)	Course Number: (e.g., 1003)
MCEG	**1011**

Official Catalog Title:
Introduction to Mechanical Engineering

Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) (Changes underlined)
Change prerequisites: Co-requisite: MATH 1203 or MATH 1914 or a higher level MATH course.

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. This course is required for our ABET accredited Mechanical Engineering program.

b. Explain the rationale for the cosmetic course change.
Prerequisite change to allow students to take MATH 1914 coincident with MCEG 1011. This has been allowed requiring an override. The change will simplify the registration process.

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. N/A