Code # Enter text…

**Course Revision Proposal Form**

**[ X] Undergraduate Curriculum Council**

**[ ] Graduate Council**

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to [curriculum@astate.edu](mailto:curriculum@astate.edu) for inclusion in curriculum committee agenda.

|  |  |
| --- | --- |
| Deborah Persell 8/24/2017 **Department Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **COPE Chair (if applicable)** |
| Deborah Persell 8/24/2017 **Department Chair:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Head of Unit (If applicable)** |
| Deanna Barymon 8/24/2017 **College Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Undergraduate Curriculum Council Chair** |
| Susan Hanrahan 8/25/17 Enter date… **College Dean** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Graduate Curriculum Committee Chair** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **General Education Committee Chair (If applicable)** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Vice Chancellor for Academic Affairs** |

1. Contact Person (Name, Email Address, Phone Number)

Deborah Perell

[dpersell@astate.edu](mailto:dpersell@astate.edu)

870-680-8286

2. Proposed Starting Term and Bulletin Year for Change to Take Effect

Spring 2018

3. Current Course Prefix and Number

DPEM 3562, Principles of Administration in DPEM

3.1 – [YES) Request for Course Prefix and Number change

If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9. )*

DPEM 3603

3.2 – If yes, has it been confirmed that this course number is available for use? Yes

*If no: Contact Registrar’s Office for assistance.*

4. Current Course Title

Principles of Administration in DPEM

4.1 – [No] Request for Course Title Change

If yes, include new Course Title Below. *If title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).*

Enter text...

5. – [No ] Request for Course Description Change.

If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

NA

6. – [No ] Request for prerequisites and major restrictions change.

*(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).*

1. Are there any prerequisites? No
   1. If yes, which ones?

NA

* 1. Why or why not?

NA

1. Is this course restricted to a specific major? No
   1. If yes, which major? NA

7. – [No ] Request for Course Frequency Change(e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

a. If yes, please indicate new frequency:

NA

8. – [No ] Request for Class Mode Change

*If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.*

NA

9. – [No ] Request for grade type change

*If yes, what is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])*

NA

10. Is this course dual listed (undergraduate/graduate)? No

a. If yes, indicate course prefix, number and title of dual listed course.

NA

11. Is this course cross listed? No

*(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)*

1. If yes, please list the prefix and course number of cross listed course.

NA

1. Are these courses offered for equivalent credit? No

Please explain. NA

12. Is this course change in support of a new program? No

a. If yes, what program?

NA

13. Does this course replace a course being deleted? No

a. If yes, what course?

NA

14. Will this course be equivalent to a deleted course or the previous version of the course? Yes / No

a. If yes, which course?

Moving DPEM 3562 from a 2 hour to a 3 hour course.

15. Does this course affect another program? No

If yes, provide contact information from the Dean, Department Head, and/or Program Director whose area this affects.

NA

16. Does this course require course fees? No

*If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.*

**Revision Details**

17. Please outline the proposed revisions to the course.

*Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.*

Course will be expanded to meet the content requirements and rigor of a 3-hour upper level elective versus a 2-hour upper level elective. Course will be expanded to include all administrative elements students would need to know/understand about disaster preparedness and emergency management. The goal for this course will be to pull some of the administrative elements from across our course offerings in order to provide students with a comprehensive overview of those principles.

18. Please provide justification to the proposed changes to the course.

Based on curriculum assessments, course progression and the need for 3-hour courses versus 2 hour courses, two of our current courses were identified to be increased to 3 hour courses. DPEM 3562, Principles of Administration in DPEM will have content added to meet weakness identified within our accreditation assessment. This addition of content will increase the rigor of the course to a 3-hour course.

19. Do these revisions result in a change to the assessment plan?

[No, however it will address some weaknesses identified.]

*\*If yes: Please complete the Assessment section of the proposal on the next page.*

***\*See question 19 before completing the Assessment portion of this proposal.***

**Assessment**

**University Outcomes**

20. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

|  |  |  |
| --- | --- | --- |
| * 1. **[ ]** Global Awareness | * 1. **[ ]** Thinking Critically | * 1. **[ ]** Information Literacy |

**Relationship with Current Program-Level Assessment Process**

21. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

Enter text...

22. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

*For further assistance, please see the ‘Expanded Instructions’ document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.*

|  |  |
| --- | --- |
| **Program-Level Outcome 1 (from question #23)** | Type outcome here. What do you want students to think, know, or do when they have completed the course? |
| Assessment Measure | Please include direct and indirect assessment measure for outcome. |
| Assessment  Timetable | What semesters, and how often, is the outcome assessed? |
| Who is responsible for assessing and reporting on the results? | Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans? |

*(Repeat if this new course will support additional program-level outcomes)*

**Course-Level Outcomes**

23. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

|  |  |
| --- | --- |
| **Outcome 1** | Type outcome here. What do you want students to think, know, or do when they have completed the course? |
| Which learning activities are responsible for this outcome? | List learning activities. |
| Assessment Measure | What will be your assessment measure for this outcome? |

*(Repeat if needed for additional outcomes)*

**Bulletin Changes**

|  |
| --- |
| **Instructions** |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.**  **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)  - New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).  - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)  *You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.*  *Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

**Major in Biotechnology (cont.)**

**Bachelor of Science**

A complete 8-semester degree plan is available [at http://registrar.astate.edu/.](http://registrar.astate.edu/)

|  |  |
| --- | --- |
| **University Requirements:** |  |
| See University General Requirements for Baccalaureate degrees (p. 41) |  |
| **First Year Making Connections Course:** | **Sem. Hrs.** |
| BIO 1013, Making Connections - Biology | **3** |
| **General Education Requirements:** | **Sem. Hrs.** |
| See General Education Curriculum for Baccalaureate degrees (p. 84)  **Students with this major must take the following:**  *MATH 1023 College Algebra or MATH course that requires MATH 1023 as a prerequisite CHEM 1013* ***AND*** *1011, General Chemistry I and Laboratory*  *BIOL 1063, People and the Environment* ***AND*** *1001, Biological Science Laboratory COMS 1203, Oral Communication (Required Departmental Gen. Ed. Option)* | **35** |
| **Language Requirement:** | **Sem. Hrs.** |
| *A student must complete the foreign language requirements before being considered a En- vironmental Studies Major. (Refer to Department of Biological Sciences Foreign Language Requirement).* |  |
| **Major Requirements:** | **Sem. Hrs.** |
| BIO 1303 **AND** 1301, Biology of Animals and Laboratory | 4 |
| BIO 1503 **AND** 1501, Biology of Plants and Laboratory | 4 |
| BIO 3023, Principles of Ecology | 3 |
| BIO 4021, Biological Seminar | 1 |
| GEOG 4113, Water Resources Planning | 3 |
| GEOG 4623, Environmental Management | 3 |
| HIST 3323, United States Environmental History | 3 |
| RET 3113, Fundamentals and Applications of Renewable Energy | 3 |
| STAT 3233, Applied Statistics I | 3 |
| **Select two of the following:**  BIO 3673, Human Dimensions of Natural Resources BIO 4613, Conservation Biology  GEOG 4613, Conservation of Natural Resources | 6 |
| **Policy, Law and Administration (Select five of the following):** CRIM 2043, Community Relations in the Administration of Justice POSC 3503, Principles of Public Administration  POSC 3513, Public Budgeting Process POSC 4143, Public Opinion and Public Policy POSC 4503, Public Policy, Politics and Power  POSC 4513, Disaster Response Operation Management POSC 4523, Public Personnel Administration  POSC 4533, Environmental Law and Administration | 15 |
| **Environmental Sociology and Health (Select three of the following):** DPEM 2303, Environmental Health Training in Emergency Response ~~DPEM 3562~~,DPEM 3603 Principles of Administration in Emergency Management SOC 4363, Environmental Sociology  SOC 4373, Sustainable Development in Modern Society | ~~8-9~~  9 |
| **Select two from the following course and/or course/lab combinations:** GEOL 1003 **AND** GEOL 1001, Environmental Geology and Laboratory PHSC 1014, Energy and the Environment  PSSC 2813 **AND** PSSC 2811, Soils and Laboratory | 8 |
| **Sub-total** | **~~64-~~65** |
| **Electives:** | **Sem. Hrs.** |
| Electives | **17-18** |
| **Total Required Hours:** | **120** |

*The bulletin can be accessed at* [*http://www.astate.edu/a/registrar/students/*](http://www.astate.edu/a/registrar/students/)

7

**DPEM 3553. Ethics and the Law in DPEM** Examines law and ethical dilemmas in disaster preparedness and emergency management. Includes human rights and injustices associated as well as codes of ethics in emergency management and public health emergency laws. Current and historical disasters will be analyzed. Fall, Spring.

**DPEM 3563. Information Technology in DPEM** Social media, visual, mapping, disaster management systems, software and geographic information systems will be explored as a re- source for disaster preparedness and emergency management. Overviews of each system will be provided followed by hands-on experiences with the various technology systems. Fall, Spring, Summer.

**~~DPEM 3562~~.** DPEM 3603 **Principles of Administration in Emergency Management** Examines laws and regulations relating to emergency management programs in the private and public sector. Ethi- cal dilemmas and professional accountability will be explored utilizing case studies. Community resilience and recovery in times of disaster will be emphasized. Fall, Spring, Summer.

*The bulletin can be accessed at* [*http://www.astate.edu/a/registrar/students/*](http://www.astate.edu/a/registrar/students/)

7