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| For Academic Affairs and Research Use Only | |
| CIP Code: |  |
| Degree Code: |  |

**Letter of Notifications**

**[ 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.

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| --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | Deanna Barymon | 9/28/2017 |   **Department Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **COPE Chair (if applicable)** |
| |  |  | | --- | --- | | Cheryl DuBose | 9/28/2017 |   **Department Chair:** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Head of Unit (If applicable)** |
| |  |  | | --- | --- | | Deanna Barymon | 9/28/2017 |   **College Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Undergraduate Curriculum Council Chair** |
| |  |  | | --- | --- | | Susan Hanrahan | 9/28/2017 |   **College Dean** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Graduate Curriculum Committee Chair** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **General Education Committee Chair (If applicable)** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Vice Chancellor for Academic Affairs** |

**If you require to fill out a Letter of Notification, please email** [**curriculum@astate.edu**](mailto:curriculum@astate.edu) **or contact Academic Affairs and Research at (870) 972-2030 for guidance PRIOR TO submitting these through the curricular process.**

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

Cheryl DuBose

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

870-972-2772

**Bulletin Changes**

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| **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.* |

Pages 339-340

Certificate of Proficiency in Computed Tomography

The program will provide students with the skills necessary to perform quality computed tomography exams. The didactic courses satisfy structured education requirements for the ARRT certification examination in computed tomography, while the clinical education component assists students in obtaining the required ARRT clinical experience documentation. A certificate of proficiency is awarded to those students who complete the required coursework and who meet RT(R) or BSRS graduation requirements.

Requirements: Sem. Hrs.

RT(R) or BSRS graduation requirements met

RAD 3223 Sectional Anatomy 3

RS 4623 C omputed Tomography Instrumentation 3

RS 4633 Computed Tomography Procedures 3

RS 4643 Computed Tomography Clinical Education 3

Total Required Hours: 12

**LETTER OF NOTIFICATION – 8**

**UNDERGRADUATE CERTIFICATE PROGRAM**

(6-21 SEMESTER CREDIT HOURS)

1. Institution submitting request: Arkansas State University - Jonesboro
2. Contact person/title: Cheryl DuBose, Dept Chair of Medical Imaging and Radiation Sciences
3. Phone number/e-mail address: 870-972-2772; [cdubose@astate.edu](mailto:cdubose@astate.edu)
4. Proposed effective date: Fall 2018
5. Name of proposed Undergraduate Certificate Program (Program must consist of 6-21 semester credit hours):
   1. Certificate of Proficiency in Computed Tomography
6. Proposed CIP Code: 51.0907
7. Reason for proposed program implementation: To fulfill a need in our community for educationally prepared and nationally certified computed tomography (CT) technologists. This certificate will allow students currently enrolled in radiography courses to specialize in an additional modality and qualify for an advanced certification in CT. These courses are drawn from an existing degree program and will require no additional faculty or institutional resources.
8. Provide the following:
   * 1. Curriculum outline - List of courses in new program – Underline required courses
        1. RAD 3223 Sectional Anatomy
        2. RS 4623 CT Instrumentation
        3. RS 4633 CT Procedures
        4. RS 4643 CT Clinical Education
     2. Total semester credit hours required for proposed program (Program range: 6-21 semester credit hours):
        1. 12 credit hours
     3. New courses and new course descriptions
        1. RS 4643 CT Clinical Education: Guided content and clinical practice experiences designed for sequential development, application, analysis, integration, synthesis and evaluation of concepts and theories in computed tomography.
     4. Program goals and objectives
        1. Program Goals
           1. Students will be clinically competent.
           2. Students will demonstrate communication skills.
           3. Students will develop critical thinking skills.
           4. Students will model professionalism.
        2. Program Objectives
           1. Identify routine and non-routine CT procedures performed in the imaging realm.
           2. Recognize the normal vital signs for adult, children, and infant patients.
           3. Understand the basic pharmacology of common contrast agents.
           4. Identify imaged anatomy and pathology.
           5. Answer questions regarding patient safety and radiation concerns.
           6. Determine the basic components used in image acquisition for CT
           7. Discuss the evolution and use of Computed Tomography in modern medicine
           8. Assess the image acquisition and reconstruction process
           9. Recognize image artifacts and determine the various causes
           10. Understand the imaging parameters and what affect these have on the image and the patient
     5. Expected student learning outcomes
        1. Students will apply positioning skills.
        2. Students will select image parameters.
        3. Students will utilize magnetic field safety measures.
        4. Students will demonstrate written communication skills.
        5. Students will demonstrate oral communication skills.
        6. Students will adapt imaging parameters for non-routine patients.
        7. Students will critique images for diagnostic quality.
        8. Students will demonstrate work ethics.
        9. Students will summarize the value of life-long learning.
     6. Documentation that program meets employer needs:
        1. Not applicable. This certificate is part of a viable degree program that meets employer’s needs.
     7. Student demand (projected enrollment) for proposed program: 20 students/year
     8. Program approval letter from licensure/certification entity, if required:
        1. See attached: Approval from the American Registry of Radiologic Technologists that students completing CT Procedures and CT Instrumentation courses offered by Arkansas State University – Jonesboro will be allowed to sit for the national certification exam.
     9. Name of institutions offering similar programs and the institution(s) used as model to develop proposed program:
        1. Nebraska Methodist College, Omaha, NE
        2. University of Missouri Health, School of Health Professions, Columbia, MO
        3. Chattanooga State Community College, Chattanooga, TN
        4. Albany State University, Albany, GA
        5. East Tennessee State University, Johnson City, TN
     10. Scheduled program review date (within 10 years of program implementation):
         1. The American Registry of Radiologic Technologists requires coursework review and approval on an annual basis. The CT program will be reviewed annually to meet these requirements.
9. Institutional curriculum committee review/approval date:
10. Will this program be offered on-campus, off-campus, or via distance delivery? If yes, indicate mode of distance delivery. Mark \*distance technology courses.
    1. Yes, this program will be offered via distance delivery.
11. Identify off-campus location. Provide a copy of email notification to other institutions in the area of the proposed off-campus program offering.
12. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer: Date:

