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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 for inclusion in curriculum committee agenda.

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| Deanna Barymon | 8/27/2019 |

**Department Curriculum Committee Chair** |

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**COPE Chair (if applicable)** |
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| Cheryl DuBose  | 8/1/2019 |

**Department Chair:**  |

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**Head of Unit (If applicable)**   |
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| Shanon Brantley | 9/24/2019 |

**College Curriculum Committee Chair** |

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**Undergraduate Curriculum Council Chair** |
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| Susan Hanrahan | 9/24/2019 |

**College Dean** |

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**Graduate Curriculum Committee Chair** |
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**General Education Committee Chair (If applicable)**   |

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**Vice Chancellor for Academic Affairs** |

**If you require to fill out a Letter of Notification, please email** **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; 870-972-2772

**Guide to ADHE Letter of Notifications**

All documentation to be sent to ADHE must be submitted by the Office of Academic Affairs and Research (AAR), and must go through regular curriculum process. Please see the following specific curriculum forms created for changes requiring:

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|  | Established form |
| LON 3 - NEW OPTION, CONCENTRATION, EMPHASIS | New\_Emphasis\_Concentration\_or\_Option\_Proposal\_Form |
| LON 5 - DELETION(Certificate, Degree, Option/Emphasis/Concentration, Organizational Unit) | Program\_Emphasis\_or\_Minor\_Deletion\_Proposal\_Form |
| LON 11 - RECONFIGURATION OF EXISTING DEGREE PROGRAMS (Consolidation or Separation of Degrees to Create New Degree) | Reconfig\_Program\_Proposal\_Form |
| For all other LONs, please utilize this form. All other LONs are included in the following pages. A guide for LON selection is available below. Please select the one you require and delete the others, and submit this form through the regular curriculum process.  |

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|  | **Guide to LON Selection** | IMPORTANT NOTES |
| LON 1 | NAME CHANGE OF EXISTING CERTIFICATE, DEGREE, MAJOR, OPTIONOR ORGANIZATIONAL UNIT(No change in program curriculum, option/emphasis/concentration or organizational structure) |  |
| LON 1-C | CIP CODE CHANGE REQUEST(No change in program curriculum) | Contact AAR prior to completing this paperwork. |
| LON 2 | ESTABLISHMENT OF ADMINISTRATIVE UNIT(Center, Division or Institute not offering primary faculty appointments or certificate/degree programs) | Contact AAR prior to completing this paperwork. |
| LON 3 | NEW OPTION, EMPHASIS or CONCENTRATION | Please fill out the appropriate Curriculum Proposal Form as outlined above. The LON is attached to this form. |
| LON 4 | ESTABLISHMENT OF NEW ADMINISTRATIVE UNIT(Instruction, Research or Service Institute/Center fully supported by non-state funds) | Contact AAR prior to completing this paperwork. |
| LON 5 | DELETION(Certificate, Degree, Option/Emphasis/Concentration, Organizational Unit) | Please fill out the appropriate Curriculum Proposal Form as outlined above. The LON is attached to this form. |
| LON 6 | Inactive/Reactivate Program | Contact AAR prior to completing this paperwork. |
| LON 7 | REORGANIZATION OF EXISTING ORGANIZATIONAL UNITS | Contact AAR prior to completing this paperwork. |
| LON 8 | UNDERGRADUATE CERTIFICATE PROGRAM (6-21 semester credit hours) |  |
| LON 9 | UNDERGRADUATE CERTIFICATE PROGRAM (21-45 semester credit hours)(75 percent of the coursework currently offered in existing associate or bachelor’s degree program) |  |
| LON 10 | GRADUATE CERTIFICATE PROGRAM (12-21 semester credit hours) |  |
| LON 11 | RECONFIGURATION OF EXISTING DEGREE PROGRAMS(Consolidation or Separation of Degrees to Create New Degree) | Please fill out the appropriate Curriculum Proposal Form as outlined above. The LON is attached to this form. |
| LON 11A | RECONFIGURATION OF EXISTING ASSOCIATE DEGREE PROGRAM(Associate of Arts/Associate of Science changed to Associate of Applied Science)[separate form required for each degree reconfiguration] | Contact AAR prior to completing this paperwork. |
| LON 11C | CURRICULUM REVISION OF EXISTING CERTIFICATE OR DEGREE PROGRAM |  |
| LON 11D | PROGRAM RECONFIGURATION Existing Certificate/Degree Reconfigured To Create New Certificate/Degree Offered on Campus and/or by Distance Technology |  |
| LON 11M | RECONFIGURATION OF EXISTING DEGREE PROGRAMSModification to Create New Degree(75% of coursework from existing degree) |  |
| LON 11R | REVISION OF EXISTING CERTIFICATE OR DEGREE PROGRAM(Act 747) |  |
| LON 11T | RECONFIGURATION OF EXISTING DEGREE PROGRAMS FOR TRANSFER PURPOSESAssociate of Arts (AA) or Associate of Applied Science (AAS) Reconfigured to create Associate of Science (AS) in designated field of study [A separate form is required for each degree reconfiguration] | Contact AAR prior to completing this paperwork. |
| LON 12 | EXISTING CERTIFICATE or DEGREE PROGRAM OFFERED AT OFF-CAMPUS LOCATION |  |
| LON 13 | EXISTING CERTIFICATE or DEGREE OFFERED via DISTANCE TECHNOLOGY |  |

**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.* |

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Certificate of Proficiency in Bone Densitometry

The program will provide students with the skills necessary to perform quality bone densitometry exams. The didactic courses satisfy structured education requirements for the ARRT certifica­tion examination in bone densitometry, 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 requirements.

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| **Required Courses:**Students must also meet RT(R) or BSRS degree requirements | Sem Hrs. |
| RS 4713 Bone Density Image Production | 3 |
| RS 4723 Bone Density Procedures | 3 |
| RS 4573 Imaging in Women’s Health Clinical Education – OR - | 3 |
| RS 436V Independent Study in Radiologic Sciences |  |
| RAD 3103 Introduction to Radiography | 3 |
| RAD 3203 Radiographic Procedures II | 3 |
| Total Required Hours: | 15 |

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**RS 4643. Computed Tomography 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. Prerequisite, Admission to the Radiologic Science Program. Summer.

***RS 4713 Bone Density Image Production***

***Emphasis on imaging with dual-energy x-ray absorptiometry (DXA). Various x-ray production and detection techniques, fan beam geometry, data analysis, and quality control processes are described. Prerequisite, Admission to the Radiologic Science Program. Fall.***

***RS 4723 Bone Density Procedures***

***Patient care and preparation, patient safety, and patient positioning for dual-energy x-ray absorptiometry (DXA) scanning. Discussion of Z scores, T scores, fracture risk assessment (FRAX), and body composition is included. Prerequisite, Admission to the Radiologic Science Program. Spring.***

**RS 4822. Psychosocial Factors in Health Care Delivery** Focus on psychosocial issues which impact the delivery of healthcare in a medical imaging environment. Prerequisite, formal acceptance in to the professional program. Spring

**LETTER OF NOTIFICATION – 8**

**UNDERGRADUATE CERTIFICATE PROGRAM**

(6-21 SEMESTER CREDIT HOURS)

1. Institution submitting request: Arkansas State University - Jonesboro

1. Contact person/title: Cheryl DuBose, Department Chair, Medical Imaging and Radiation Sciences
2. Phone number/e-mail address: 870-972-2772; cdubose@astate.edu
3. Proposed effective date: Fall, 2020
4. Name of proposed Undergraduate Certificate Program (Program must consist of 6-21 semester credit hours): Certificate of Proficiency in Bone Densitometry
5. Proposed CIP Code:
6. Reason for proposed program implementation: To create medical imaging graduates competent in all aspects of women’s health (i.e. mammography, breast sonography, and bone densitometry). This will meet an emerging need for comprehensive women’s health evaluations in our community, as more facilities are offering all three specialty exams in outpatient breast centers.
7. Provide the following:
	* 1. Curriculum outline - List of courses in new program – Underline required courses
			1. RS 4713 Bone Density Image Production
			2. RS 4723 Bone Density Procedures
			3. RS 4573 Imaging in Women’s Health Clinical Education

 -OR-

* + - 1. RS 436V Independent Study in Radiologic Sciences
			2. RAD 3103 Introduction to Radiography
			3. RAD 3203 Radiographic Procedures II

b. Total semester credit hours required for proposed program: 15 hours

 9. New courses and new course descriptions

a. RS 4713 Bone Density Image Production: Emphasis on imaging with dual-energy x-ray absorptiometry (DXA). Various x-ray production and detection techniques, fan beam geometry, data analysis, and quality control processes are described. Prerequisite, Admission to the Radiologic Science Program. Fall.

b. RS 4723 Bone Density Procedures: Patient care and preparation, patient safety, and patient positioning for dual-energy x-ray absorptiometry (DXA) scanning. Discussion of Z scores, T scores, fracture risk assessment (FRAX), and body composition is included. Prerequisite, Admission to the Radiologic Science Program. Spring.

 10. Program goals and objectives

a. Students will be clinically competent in the area of bone densitometry.

* + 1. Students will develop critical thinking skills.
		2. Students will sit and pass the American Registry of Radiologic Technologists (ARRT) national certification exam in bone densitometry.

11. Expected student learning outcomes

a. Students will provide appropriate patient care.

b. Students will practice proper radiation safety.

c. Students will appropriately analyze bone density results.

* + 1. Students will adapt to varying clinical experiences and equipment.

12. Documentation that program meets employer needs: See attached

13. Student demand (projected enrollment) for proposed program: 6-10 students projected start, to include students enrolled in BSRS – Mammography concentration. This certificate will be open to all BSRS students and those in the professional community with RT(R) credentials.

14. Program approval letter from licensure/certification entity, if required: N/A

15. Name of institutions offering similar programs and the institution(s) used as model to develop proposed program: This certificate appears to be the first of its kind. Exam content specifications from the ARRT combined with a curriculum developed by the American Society of Radiologic Technologists were used to develop this curriculum.

16. Scheduled program review date (within 10 years of program implementation): JRCERT accreditation requires annual review of all Medical Imaging and Radiation Sciences programs and certificates.

17. Institutional curriculum committee review/approval date:

18. Will this program be offered on-campus, off-campus, or via distance delivery? If yes, indicate mode of distance delivery. Mark \*distance technology courses. We plan to offer these courses on-campus and through our clinical affiliates.

19. Identify off-campus location. Provide a copy of email notification to other institutions in the area of the proposed off-campus program offering.

20. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer: Date:

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