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

**NEW PROGRAM / CERTIFICATE PROPOSAL FORM**

**(More than 50% of the courses are new and created for this program)**

(Also requires Arkansas Department of Higher Education (ADHE) approval)

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

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

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| JoAnna Cupp  | 1/13/2021 |

**Department Curriculum Committee Chair** |

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**COPE Chair (if applicable)** |
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| JoAnna Cupp  | 1/13/2021 |

**Department Chair** |

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**Head of Unit (if applicable)**   |
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| Mary Elizabeth Spence | 1/14/2021 |
| **Office of Assessment** |  |

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**Undergraduate Curriculum Council Chair** |
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| Shanon Brantley  | 02/02/2021 |

**College Curriculum Committee Chair** |

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**Graduate Curriculum Committee Chair** |
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| --- | --- |
| Susan Hanrahan | 2/2/21ENter date |

**College Dean** |

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| --- | --- |
| \_\_\_Alan Utter\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | 2/26/21 |

**Vice Chancellor for Academic Affairs** |
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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**General Education Committee Chair (if applicable)**   |  |

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

JoAnna Cupp, jcupp@astate.edu, 870-680-8295

1. **Proposed Program Title**

transitional Master of Science in Nutrition and Dietetics

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

Karen Wheeler, kwheeler@astate.edu, 870-972-2030

Tiffany Keb, tkeb@astate.edu

Susan Hanrahan, hanrahan@astate.edu, 870-972-3112

1. **Proposed Starting Date**

Summer 2023

1. **Is there differential tuition requested?** *If yes, please fill out the New Program/Tuition and Fees Change Form.*

Yes

**Program Justification**

1. Justification for the introduction of the new program. Must include:

1. Academic rationale (how will this program fit into the mission established by the department for the curriculum?)
The addition of a transitional online master’s degree in nutrition and dietetics will allow alumni of the Dietetics Program at Arkansas State University, current A-State students, and individuals looking for diversity in healthcare practice to be competitive for varied positions in the workforce. The transitional program includes 36 total hours of coursework. Nine courses are shared with the Master of Science in Nutrition and Dietetics degree.

List program goals (faculty or curricular goals.)

1. At program completion, students will be able to:

1. Apply evidence-based guidelines and research in practice.

2. Demonstrate professional attributes in all areas of the work setting.

3. Develop and deliver quality programs and services to individuals and organizations.

1. Will this program be accredited or certified? No

 If Yes, name the accrediting or certifying agency. N/A

 What are the steps for candidacy or initial accreditation? Please include a timeline for each step:
 N/A

1. Student population served.

Students of interest include alumni of the Dietetics Program at Arkansas State University with Registered Dietitian Nutritionist (RDN) credentials, other RDNs seeking a master’s degree, current A-State students, individuals looking for diversity in healthcare practice, and Foodservice or Food and Nutrition Directors.

**Program Assessment**

**University Outcomes**

2. Please indicate the university-level student learning outcomes for which this new program will contribute. Please complete the table by adding program level outcomes (PLO) to the first column, and indicating the alignment with the university learning outcomes (ULO). If you need more information about the ULOs, go to the [University Level Outcomes Website](http://www.astate.edu/a/assessment/student-learning-outcomes/files/ULOs%20for%20Website2.pdf).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **ULO 1: Creative & Critical Thinking** | **ULO 2: Effective Communication** | **ULO 3: Civic & Social Responsibility** | **ULO 4: Globalization & Diversity** |
| **PLO 1**Scientific and Evidence Base of Practice: Integrate scientific information and translation of research into practice | **X** |  |  |  |
| **PLO 2**Professional Practice Expectations: Exhibit attitudes and behaviors for the professional dietitian nutritionist level of practice |  |  | **X** | **X** |
| **PLO 3**Clinical and Customer Services: Develop and deliver information, products and services to individuals, groups and populations |  | **X** |  |  |
| **PLO 4**Practice Management and Use of Resources: Strategically apply principles of management and systems in the provision of services to individuals and organizations | **X** |  |  |  |

**Program Learning Outcomes**

3. Provide outcomes that students will accomplish during or at completion of this program. Fill out the following table to develop a 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.*

***Note: Best practices suggest 4-7 outcomes per program; minors would have 1 to 4 outcomes.***

|  |  |
| --- | --- |
| **Outcome 1** | Outcome CRDN 1.5 Conduct projects using appropriate research methods, ethical procedures and data analysis |
| Assessment Measure | Direct measure: NS 6303 Research manuscript - 80% of students will receive a grade of B or better, based on the rubric for this course projectIndirect measure: NS 6313 Student survey - 100% of students will complete the self-assessment survey pertaining to the research poster and participation in Create@State event. |
| Which courses are responsible for this outcome? | NS 6213NS 6233NS 6123NS 6223NS 6303NS 6313 |
| Assessment Timetable | Every 3 years2023-20242026-20272029-2030 |
| Who is responsible for assessing and reporting on the results? | tMSND faculty |

|  |  |
| --- | --- |
| **Outcome 2** | Outcome CRDN 2.2 Demonstrate professional writing skills in preparing professional communications |
| Assessment Measure | Direct measure: NS 6013 LinkedIn profile – 80% of students will receive a letter grade of B or better, based on the rubric for this assignmentIndirect measure: Exit survey – 100% of students will complete and submit exit survey regarding degree experience, including feedback on development of professionalism during program enrollment |
| Which courses are responsible for this outcome? | NS 6213NS 6113NS 6233NS 6003NS 6203NS 6123NS 6223NS 6303NS 6013NS 6103NS 6313 |
| Assessment Timetable | Every 3 years2023-20242026-20272029-2030 |
| Who is responsible for assessing and reporting on the results? | tMSND faculty |

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| **Outcome 3** | Outcome KRDN 3.1 Use the Nutrition Care Process to make decisions, identify nutrition-related problems and determine and evaluate nutrition interventions |
| Assessment Measure | Direct measure: Exit exam – 80% of students will score at least 80% on cumulative exit exam at end of program, indicating among other competencies, an ability to apply knowledge of the Nutrition Care ProcessIndirect measure: Time to degree/program length – 100% of students will complete degree requirements within 150% of planned program length (1.5 years) as a measure of time to achieve required competencies in the program |
| Which courses are responsible for this outcome? | NS 6213NS 6233NS 6003NS 6203NS 6223NS 6013NS 6103NS 6313 |
| Assessment Timetable | Every 3 years2024-20252027-20282030-2031 |
| Who is responsible for assessing and reporting on the results? | tMSND faculty |

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| **Outcome 4** | Outcome CRDN 4.2 Perform management functions related to safety, security and sanitation that affect employees, customers, patients, facilities and food |
| Assessment Measure | Direct measure: During the last month of degree enrollment, 100% of students will make a presentation to tMSND faculty on an assigned topic related to management and leadership, scoring at least 80% or higher, based on the assignment guidelines and rubric for the required project.Indirect measure: Alumni survey – 80% of students will respond to alumni survey one-year post graduation to provide qualitative data on Domain 4 competencies met during program experience |
| Which courses are responsible for this outcome? | NS 6113 NS 6003NS 6203 NS 6123NS 6223NS 6013NS 6103 |
| Assessment Timetable | Every 3 years2024-20252027-20282030-2031 |
| Who is responsible for assessing and reporting on the results? | tMSND faculty |

LETTER OF INTENT – 1

(New Certificate or Degree Program)

1. Institution submitting request: Arkansas State University
2. Education Program Contact person/title: JoAnna Cupp, Program Director
3. Telephone number/e-mail address: 870-680-8295 / jcupp@astate.edu
4. Proposed Name of Certificate or Degree Program: transitional Master of Science in Nutrition and Dietetics (tMSND)
5. Proposed Effective Date: Summer 2023
6. Requested CIP Code: 51.3101
7. Program Description: This 100% online nonthesis option is for Registered Dietitian Nutritionists (RDNs) or healthcare professionals who are seeking to continue their education by earning a graduate degree. Students must have a bachelor’s degree. No particular field of study is required; however, students with degrees in health-related fields are encouraged to apply. This option is not appropriate for individuals who are seeking the RDN credential as it does not lead to eligibility for the Registration Examination through the Commission on Dietetic Registration.
8. Mode of Delivery (mark all that apply):

 **\_\_X\_\_\_On-Campus**

 **\_\_\_\_\_Off-Campus Location**

 Provide address of off-campus location\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Provide a copy of the e-mail notification to other institutions in the state notifying them of the proposed program. Please inform institutions not to send the response to **“Reply All”**. If you receive an objection/concern(s) from an institution, reply to the institution and copy ADHE on the email. That institution should respond and copy ADHE. If the objection/concern(s) cannot be resolved, ADHE may intervene.

 Submit copy of written notification to Higher Learning Commission (HLC) if notification required by HLC for a program offered at an off-campus location.

 \_\_\_\_\_\_Indicate distance of proposed site from main campus.

 **\_\_\_X\_\_\_Distance Technology** (50% of program offered by distance technology)

 Submit copy of written notification to HLC if notification is required by HLC for a program offered by distance technology.

1. List existing certificate or degree programs that support the proposed program: Bachelor of Science in Dietetics
2. President/Chancellor Approval Date:
3. Academic Affairs Officer: Date:

### PROPOSAL – 1

### NEW DEGREE PROGRAM

 1. **PROPOSED PROGRAM TITLE**

transitional Master of Science in Nutrition and Dietetics

 2. **CIP CODE REQUESTED**

51.3101

Link for CIP Codes:  <http://nces.ed.gov/ipeds/cipcode/resources.aspx?y=55>.

 3. **PROPOSED STARTING DATE**

 Summer 2023

 4. **CONTACT PERSON**

 Name (Provost/Academic Affairs Officer): Dr. Karen Wheeler, Tiffany Keb

 Title: Sr. Assoc. Vice Chancellor for Academic Affairs; Research Analysis

 Name of Institution: Arkansas State University

 E-mail Address: kwheeler@astate.edu; tkeb@astate.edu

 Phone Number: 870-972-2030

 Name (Program Contact Person): JoAnna Cupp

 Title: Program Director of Dietetics

 E-mail Address: jcupp@astate.edu

 Phone Number: 870-680-8295

 5. **PROGRAM SUMMARY**

 **General Description**

Arkansas State University (A-State) proposes a transitional Master of Science in Nutrition

and Dietetics (tMSND) program to allow alumni of the Dietetics Program from A-State,

current A-State students, and individuals looking for diversity in healthcare practice to be

competitive for varied positions in the workforce. In accordance with the mission of

the College of Nursing and Health Professions to provide quality education to a variety of

health professionals which includes students wishing to be competitive in the nutrition and

dietetics field.

The tMSND degree encompasses a broad range of topics in research and statistics, as

well as geriatrics, epidemiology, public policy, leadership, and other nutrition specific

classes. This new graduate degree will include 36 hours of courses. Students will be

admitted to the program after completion of an undergraduate degree and have completed

the two required prerequisites. Students will be admitted to the program throughout the

year.

All students must meet admission requirements for Arkansas State, Graduate Admissions

and program specific requirements.

Students completing this program will find employment in hospitals, nursing homes,

community and public health, private practice or consulting, food and nutrition-related

business and industry, food service management, corporations, and health and wellness

centers. This program will not be accredited and certification will not be necessary.

Depending on the demand for this transitional degree, which will be evaluated annually, it

may be phased out in three to five years, which is why it is referred to as “transitional”.

 **Include overview of any curriculum additions or modifications**

The comprehensive curriculum will give students the necessary background to be

competitive for varied positions in the healthcare workforce. The program requires

36 hours of graduate courses that will include a variety of teaching methodologies and

activities. The program requires 12 hours of core courses in health care delivery, research,

epidemiology, and biostatistics; 15 hours of major requirements in leadership, nutrition,

obesity, and healthcare ethics; and 9 hours of support courses in topics in foodservice,

management, nutrition, and public policy.

 **Program costs**

There will be no new program costs to support the degree program. Faculty from the

Master of Science in Nutrition and Dietetics will be utilized. Nine courses are shared

between the two degrees. Adjunct faculty will be added as necessary. The program will be

supported by existing faculty within the college or within the university.

[See #10 below for more detail]

 **Faculty resources**

[See #10 below]

 **Library resources**

[See #9 below]

 **Facilities and equipment**

The program is 100% online; therefore, current facilities in the Eugene W. Smith and all other faculty and operational support were

found to be adequate space. There will be no new program costs to

support the degree program.

 **Purpose of the program**

The addition of a transitional Master of Science in Nutrition and Dietetics will allow

alumni of the Dietetics Program from A-State, current A-State students, and individuals

looking for diversity in healthcare practice to further their education and be competitive for

varied positions in the workforce. Ultimately, the alumni of the Dietetics Program from A-

State and current Registered Dietitian Nutritionists who graduated with a BS degree could become more competitive for varied

positions since a graduate degree will be required January 1, 2024 for students to be eligible for

the Commission on Dietetic Registration Exam to obtain credentialing.

 **List degree programs or emphasis areas currently offered at the institution that support the proposed program.**

A Bachelor of Science in Dietetics is currently offered at Arkansas State University, which supports the transitional Master of Science in Nutrition and Dietetics. In addition, the College of Nursing and Health Professions and College of Sciences and Math have been helpful in suggesting and formulating foundation coursework for the degree.

 6. **NEED FOR THE PROGRAM**

Submit Workforce Analysis Form or Employer Needs Survey (only when workforce data is deficient for the academic disciple within the proposal)

Employer Needs Survey should include the following:

See **Appendix A** for the Workforce Analysis Form

* Submit numbers that show job availability, corporate demands and employment/wage projections, not student interest and anticipated enrollment.  Focus mostly on state needs and less on regional and national needs, unless applicable to the program.

See Workforce Analysis

* Survey data can be obtained by telephone, letters of interest, student inquiry, etc.  Focus mostly on state needs for undergraduate programs; for graduate programs, focus on state, regional and national needs.

Graduates of the program, who earned a Bachelor of Science Degree in Dietetics, and

preceptors of the Dietetics Program were surveyed. The questions and results are below.

1. I am interested in getting a master's degree in the field of nutrition.
	1. 9 Yes
	2. 24 No
	3. 9 maybe
2. I am interested in seeking a master's degree in the field of nutrition from Arkansas State University.
	1. 3 Yes
	2. 5 No
	3. 11 maybe
3. List any subject areas in nutrition and dietetics that you would like to see in a graduate program
	1. Renal, geriatrics, pediatrics
	2. Pediatric, and obesity
	3. Sport or wellness nutrition and public health
	4. Pediatrics
	5. obesity geriatrics, peds, sports, fad dieting
	6. nutrition management
	7. Geriatric Nutrition; Nutrition GENOME;
	8. Geriatric
4. What time frame appeals to you for completing a master's degree?
	1. 7 - 2 years (part-time)
	2. 5 - 3 years (very part-time)
5. What class format for an advanced degree works best for you?
	1. 10 - Web (all online)
	2. 2- Web assist (requires some face-to-face meetings)
6. Does your current employer/facility/organization offer support (financial and/or potential for job advancement) for you to pursue a graduate degree?
	1. 5- Yes
	2. 4 – No
	3. 3- I don’t know
7. Please share any pertinent comments or recommendations . . .
	1. None listed
* Provide names and types of organizations/businesses surveyed.

N/A-workforce analysis is attached.

 Letters of support should address the following when relevant: the number of current/anticipated job vacancies, whether the degree is desired or required for advancement, the increase in wages projected based on additional education, etc.

No letters of support were obtained. See the survey data above.

 Indicate if employer tuition assistance is provided or if there are other enrollment incentives.

At this time there are no employer provided tuition assistant programs.

 Describe what need the proposed program will address and how the institution became aware of this need.

The addition of a transitional master’s degree will allow alumni of the Dietetics Program

from A-State, current A-State students, and individuals looking for diversity in healthcare

practice to be competitive for varied positions in the workforce.

 Indicate which employers contacted the institution about offering the proposed program.

N/A

 Indicate the composition of the program advisory committee, including the number of members, professional background of members, topics to be considered by the members, meeting schedule (annually, bi-annually, quarterly), institutional representative, etc.

The BS in Dietetics Program at A-State has a Dietetics Advisory Board Committee in place

which meets annually in the fall semester and is comprised of 10-20 members. This is a

requirement of the accrediting body, Accreditation Council for Education in Nutrition and

Dietetics The committee is currently comprised of clinical, community, and foodservice

preceptors, alumni of the Dietetics Program from A-State, one nursing faculty, dietetics faculty,

two dietetics program students (one junior, one senior), and the program director. This program

will not be accredited, but the Dietetics Advisory Board Committee can share review and

advising duties of the Master of Science in Nutrition and Dietetics and the transitional Master of

Science in Nutrition in Dietetics.

 Indicate the projected number of program enrollments for Years 1 - 3.

For year 1 in the professional curriculum, 10 students are projected. In year 2, 10-20 additional students will be added to the program resulting in 20-30 students matriculating through the curriculum.

 Indicate the projected number of program graduates in 3-5 years.

Following year 2 of the professional curriculum, 10-20 program graduates are expected. In the

subsequent year, a similar number is expected.

7. **CURRICULUM**

#  Provide curriculum outline by semester (include course number and title).

#  (For bachelor’s degree program, submit the 8-semester degree plan.)

The Sample Plan of Study or curriculum is located in **Appendix B.** Due to this being a new program, bulletin additions are located in **Appendix C.**

 Give total number of semester credit hours required for the program, including prerequisite courses.

 Identify new courses *(in italics)* and provide course descriptions.

*NS 6003 Topics in Food Service*

*Course is discussion driven by current issues and topics related to food service operations and management.*

*NS 6013 Management of Nutrition Services*

*Principles of management for professionals in food service operations and/or clinical nutrition services. Topics include management roles, tools, human resources, fiscal responsibilities and emerging administrative issues.*

*NS 6103 Global Nutrition and Health*

*Examines the study of food and nutrition from a global perspective, including challenges and solutions for complex issues such as dietary behaviors, diet and diseases and interventions to support food security and sustainable food systems.*

*NS 6113 Food and Nutrition Public Policy*

*An in-depth look at U.S. food policies and programs that affect food production, distribution, and consumption. Examines the dynamics of policy making and the influence of food companies on strategic decisions that undermine the**nation’s**health.*

*NS 6123 Health Care Delivery in the U. S.*

*Provides an overview of the nation’s health care delivery system, including characteristics and challenges, with emphasis on the implications and opportunities for the Registered Dietitian Nutritionist (RDN), particularly related to payment structures for nutrition services.*

*NS 6203 Nutrition for the Older Adult*

*Addresses nutrition-related factors important for successful aging, including age-related physiologic changes, challenges with dietary intake, complications with chronic diseases, treatment of serious illness and application of new research to promote healthy aging and maximize life span.*

*NS 6213 The Obesity Epidemic*

*Explores the various determinants of obesity in adults and children, as well as assessment, treatment and prevention of the epidemic, including the integration of new information and research into practice.*

*NS 6223 Advanced Nutrition*

*Designed for health professionals other than Registered Dietitian Nutritionists (RDNs) who are seeking a graduate degree in nutrition. Provides an in-depth look at the human body and the importance of nutrients from a biochemical, physiological and molecular perspective.*

*NS 6233 Nutrition and Cancer*

*Focuses on the critical role of nutrition in cancer prevention, complications, treatment and recovery. Includes universal characteristics of cancer as well as an in-depth discussion of medical nutrition therapy for three high-risk disease types.*

*NS 6303 Nutrition and Dietetics Research*

*The process of designing, conducting, interpreting and evaluating nutrition research. Emphasis given to ethical issues and application of research to practice.*

*NS 6313 Nutritional Epidemiology*

*Examines methods used in nutritional epidemiological studies and reviews current knowledge related to diet and other nutritional determinants of long-term health and disease.*

 Identify required general education courses, core courses and major courses.

# **Core Courses (12 hours)**

NS 6123 Health Care Delivery in the U. S.

NS 6303 Nutrition and Dietetics Research

NS 6313 Nutritional Epidemiology

STAT 6833 Biostatistics

**Major Requirements (15 hours)**

HP 5113 Leadership in Health Professions

NS 6103 Global Nutrition and Health

NS 6213 The Obesity Epidemic

NS 6223 Advanced Nutrition

Nurs 6843 Ethics of Health Care

**Elective Courses (9 hours; choice of 3**)

NS 6003 Topics in Food Service

NS 6013 Management of Nutrition Services

NS 6113 Food and Nutrition Public Policy

NS 6203 Nutrition for the Older Adult

NS 6233 Nutrition and Cancer

 For each program major/specialty area course, list the faculty member assigned to teach the course.

No faculty have been hired at this time. All faculty hired to teach in the transitional Master of

Science in Nutrition and Dietetics will hold degrees and certification as outlined by the

Accreditation Council for Education in Nutrition and Dietetics because many of the courses

overlap with the Master of Science in Nutrition program, which will be accredited.

 Identify courses currently offered by distance technology (with an asterisk\*) and endnote at the end of the document.

All of the courses are new except three classes already offered at the university. Two courses

are housed in the College of Nursing and Health Professions (HP 5113 and Nurs 6843). STAT

6833 is offered through the College of Sciences and Mathematics.

 Indicate the number of contact hours for internship/clinical courses.

N/A

 State the program admission requirements.

To be considered for admission to the tMSND degree program, applicants must meet the admission requirements of the Graduate Admissions and the specific program requirements. All applicants must have a bachelor’s degree. No particular field of study is required; however, students with degrees in health fields such as nutrition, nursing, exercise science, health or others, are encouraged to apply.

**PREREQUISTES**

Satisfactory completion with a letter grade of B or higher are required for admission to the tMSND program.

* Basic Human Nutrition
* Statistics

In order to complete the application process for the tMSND program, the applicant must complete the following:

1. Apply to the Graduate School

 Describe specified learning outcomes and course examination procedures.

1. Domain 1. Scientific and Evidence Base of Practice: Integrate scientific information and translation of research into practice

Outcome CRDN 1.5 Conduct projects using appropriate research methods, ethical procedures and data analysis

2. Domain 2. Professional Practice Expectations: Exhibit beliefs, values, attitudes and behaviors for the professional dietitian nutritionist level of practice

Outcome CRDN 2.2 Demonstrate professional writing skills in preparing professional communications

3. Domain 3. Clinical and Customer Services: Develop and deliver information, products and services to individuals, groups and populations

Outcome KRDN 3.1 Use the Nutrition Care Process to make decisions, identify nutrition-related problems and determine and evaluate nutrition interventions

4. Domain 4. Practice Management and Use of Resources: Strategically apply principles of management and systems in the provision of services to individuals and organizations

Outcome CRDN 4.2 Perform management functions related to safety, security and sanitation that affect employees, customers, patients, facilities and food

These outcomes will be examined in a variety of measures including, but not limited to, students and curricular assessment tools, post graduate assessment instruments, and curriculum review.

 Include a copy of the course evaluation to be completed by the student.

See **Appendix D** for propose course evaluation

 Include information received from potential employers about course content.

N/A

 Provide institutional curriculum committee review/approval date for proposed program.

N/A

 8. **FACULTY**

 List the names and credentials of all faculty teaching courses for the proposed program. Include college/university awarding degree; degree level; degree field; subject area of courses faculty currently teaching and/or will teach. (For associate degrees and above: A minimum of one full-time faculty member with appropriate academic credentials is required.)

No new faculty have been hired at this time. All faculty hired to teach in the transitional Master

of Science in Nutrition and Dietetics will hold degrees and certification as outlined by the

Accreditation Council for Education in Nutrition and Dietetics because many of the courses

will be shared with the Master of Science in Nutrition and Dietetics program, which will be

accredited.

 Indicate lead faculty member or program coordinator for the proposed program.

JoAnna Cupp, Assistant Professor and Program Director of the Nutritional Science Program; jcupp@astate.edu, 870-680-8295

 Total number of faculty required for program implementation, including the number of existing faculty and number of new faculty. **For new faculty, provide the expected credentials/experience and expected hire date.**

No new faculty will be required for program implementation. Faculty will be shared

between the Master of Science in Nutrition and Dietetics program and transitional Master

of Nutrition and Dietetics program.

 For proposed graduate programs: Provide the curriculum vita for faculty teaching in the program, and the expected credentials for new faculty and expected hire date. Also, provide the projected startup costs for faculty research laboratories, and the projected number of and costs for graduate teaching and research assistants.

The lab, classrooms, and equipment are already in place. The three-existing faculty of the Bachelor of Science in Dietetics and/or adjuncts will remain.

9. **DESCRIPTION OF RESOURCES**

 Current library resources in the field

See **Appendix E** for current library resources.

 Current instructional facilities including classrooms, instructional equipment and technology, laboratories (if applicable)

The lab, classroom space, and equipment are already in place in Smith Hall. Since the degree is online, classroom space is not required.

Campus support, such as the Dean B. Ellis Library, Student Support Services, the Counseling Center, Disability Services, Financial Aid, the Writing Center, Student Health Center, technology assistance, and other resources, are available at the university for students.

 New instructional resources required, including costs and acquisition plan

N/A

10. **NEW PROGRAM COSTS – Expenditures for the first 3 years**

 New administrative costs (number and position titles of new administrators)

 Number of new faculty (full-time and part-time) and costs

 New library resources and costs

 New/renovated facilities and costs

 New instructional equipment and costs

 Distance delivery costs (if applicable)

 Other new costs (graduate assistants, secretarial support, supplies, faculty development, faculty/students research, program accreditation, etc.)

 **If no new costs required for program implementation, provide explanation.**

No new program costs will be required for program implementation. This program is a

transitional program and faculty/resources will be shared between the Master of Science

Nutrition and Dietetics Program. Library resources will be added as annual allowances to the

college are distributed. Current space in Eugene Smith Building will be reconfigured to provide

office space for the new faculty. This program will not seek accreditation. The lab, classrooms,

and equipment are already in place.

11. **SOURCE OF PROGRAM FUNDING – Income for the first 3 years of program operation**

 If there will be a reallocation of funds, indicate from which department, program, etc.

Provide the projected annual student enrollment, the amount of student tuition per credit hour, and the total cost of the program that includes tuition and fees.

 Indicate the projected annual state general revenues for the proposed program (Provide the amount of state general revenue per student).

 Other (grants [list grant source & amount of grant], employers, special tuition rates, mandatory technology fees, program specific fees, etc.).

Tuition will be the primary source of income for the program operations. The projected annual

student enrollment will be 15-30. The amount of graduate student tuition per credit hour is $277

for in-state and $554 for out-of-state. A $57 graduate fee is added per credit hour in the College

of Nursing and Health Professions. A total of 10 students are expected to enroll in the program

year one. After year one, 20 students are expected in the program

resulting in $199,440 from tuition.

**Planned Funding Sources:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | 1st year\* (in dollars) | 2nd Year\*\* (in dollars) | 3rd Year (in dollars) |
| New Student Tuition  | $66,480 | $199,440 | $199,440 |
| Student Fees | $13,680 | $41,040 | $41,040 |
| Total | $80,160 | $240,480 | $240,480 |

(\* Assumes tuition and fees for 10 students in the program completing 6 credit hours per Summer I, 6 credit hours per Summer II, and 12 credit hours per Fall [24 hours total-full time students]; \*\* Assumes tuition and fees for 20 students in the program completing 12 credit hours per semester in Spring, 6 credit hours per Summer I, 6 credit hours per Summer II, and 12 credit hours per Fall [36 hours total]).

12. **ORGANIZATIONAL CHART REFLECTING NEW PROGRAM**

 Proposed program will be housed in (department/college)

The transitional Master of Science in Nutrition and Dietetics will be housed in the College

of Nursing and Health Professions.

See **Appendix F** for the organizational chart.

13. **SPECIALIZED REQUIREMENTS**

 If specialized accreditation is required for program, list the name of accrediting agency.

N/A

 Indicate the licensure/certification requirements for student entry into the field.

N/A

# Provide documentation of Agency/Board review/approvals (education, nursing--initial approval required, health-professions, counseling, etc.)

N/A

14. **BOARD OF TRUSTEES APPROVAL**

 Provide the date that the Board approved (or will consider) the proposed program.

 Provide a copy of the Board meeting agenda that lists the proposed program, and written documentation of program/unit approval by the Board of Trustees prior to the Coordinating Board meeting that the proposal will be considered.

15. **SIMILAR PROGRAMS**

#  List institutions offering program:

##  Proposed undergraduate program – list institutions in Arkansas

 Proposed master’s program – list institutions in Arkansas and region

 Proposed doctoral program – list institutions in Arkansas, region, and nation

 State why proposed program needed if offered at other institutions in Arkansas or

 region.

List institution(s) offering a similar program that the institution used as a model to develop the proposed program.

University of Central Arkansas

 Provide a copy of the e-mail notification to other institutions in the state notifying them of the proposed program. Please inform institutions not to send the response to **“Reply All”**. If you receive an objection/concern(s) from an institution, reply to the institution and copy ADHE on the email. That institution should respond and copy ADHE. If the objection/concern(s) cannot be resolved, ADHE may intervene.

 **Note: A written institutional objection/concern(s) to the proposed program/unit may delay Arkansas Higher Education Coordinating Board (AHECB) consideration of the proposal until the next quarterly AHECB meeting.**

16. **DESEGREGATION**

 State the total number of students, number of black students, and number of other minority students enrolled in related degree programs, if applicable.

Using the Arkansas State University-Jonesboro demographics, 1,836 (13% of total

enrollment of 14,085 students) students identified as African-American with another 1,801

(13%) students identifying as non-white, non-African-American

1. **INSTITUTIONAL AGREEMENTS/MEMORANDUM OF UNDERSTANDING (MOU)**

If the courses or academic support services will be provided by other institutions or organizations, include a copy of the signed MOU that outlines the responsibilities of each party and the effective dates of the agreement.

N/A

1. **ACADEMIC PROGRAM REVIEW**

 Provide scheduled program review date (within 10 years of program implementation date).

The program will be implemented in Summer 2023 and have an internal review by 2033 (every

10 years).

1. **PROVIDE ADDITIONAL INFORMATION IF REQUESTED BY ADHE** **STAFF**
2. **INSTRUCTION BY DISTANCE TECHNOLOGY**

 If the proposed program will be offered by distance technology, provide the following information:

 Summarize institutional policies on the establishment, organization, funding and management of distance courses/degrees.

Arkansas State University distance degree programs are established via consultation with the academic college and department that house the specific degree.  The A-State Online office will meet with college and department faculty to lay out a plan and timeline for launch of the programs including marketing, stipends, course builds, rotation of courses, and State compliance.  The courses are taught mostly by regular faculty member with the occasional adjunct instructor.  The management and oversight, including selection of faculty, of the courses themselves is done by the academic department, however A-State Online does provide faculty support through instructional designers for assistance with Blackboard which is the LMS used by Arkansas State University.  Funding of the distance degree program is through the tuition generated by the program, and it is expected that the program will fund itself.  For startup the initial funding will come from other sources of revenue that the academic department has until the program is on its feet and able to fund itself.

Describe the internal organizational structure that coordinates (development, technical support, oversight) distances courses/degrees.

Arkansas State University has a team of faculty support specialists/instructional designers that

are certified in the institutional Learning Management System (LMS – Blackboard) to provide

assistance to all faculty teaching online classes. Courses in the online programs are developed

in a standardized module format and all are required to pass a Quality Matters (QM) review prior

to launch to ensure they meet all essential standards as indicated by the QM rubric. All courses

go through the rebuild/redevelopment process every two years to ensure the content remains

current and always meet QM standards for accessibility, alignment, and overall best practices

for online learning.

Each academic college at Arkansas State University has an assigned faculty support specialist

that provides continued support to the assigned course developer/instructor of the course.

Instructors utilize development shells within Blackboard to work on their course and that content

is that transferred to the live shell at least one week prior to the course start date.

Summarize the policies and procedures to keep the technology infrastructure current.

Arkansas State University staffs a full-time Information Technology Services department that is responsible for the operation and upkeep of all online services for both faculty and students. The ITS department schedules maintenance and backups on a routine basis incorporating daily, weekly and monthly procedures that allow for 24/7 operation of all online systems with 99.97% up time and availability.

Enhancements and changes in software, hardware, and technical systems are communicated to both students and faculty by various channels. Several methods are used such as the University’s publishing of two weekly online news bulletins where technology announcements can be made via email to both faculty and students. Faculty and staff are asked to inform students during class meetings and via their online course announcements.

Summarize the procedures that assure the security of personal information.

To assure the protection of student identity and their personal information, Arkansas State University ensures the security and privacy through the institution’s identity management policy. Security Sensitive Information Qualifiers (SSIQ’s) are not released beyond the centralized server.

For applications outside of the primary Enterprise Resource Planning (ERP) system, A-State assigns an “alternate id”, which has no personal or information value beyond A-State applications. A-State employs multifactor authentication for all users that login to utilize the learning management system and the enterprise resource planning system.

Provide a list of services that will be outsourced to other organizations (course materials, course management and delivery, technical services, online payment, student privacy, etc.)

* Advising – Students in the online programs are initially advised via e-mail in which the advisor sends the student a degree plan and course recommendations along with all the information the student needs to register for the courses.  If the student has questions they can contact the advisor via e-mail, phone, A-State Connect app or in person to get them answered.  The advisors check in on their students once a semester to make sure everything is going well for them and see if they need any assistance.
* Course Registration – Students are provided step by step instructions on how to register for their courses via an online power point presentation.  The link to the presentation is located in all advising and registration reminder e-mails as well as the orientation class in blackboard.  The students are given a schedule of courses with the correct CRN’s for them to us to register so they will be in the proper section of the course for the online programs.  If they have trouble with registration they can contact one of the registration coordinators by e-mail or phone to get assistance.
* Financial Aid – A-State Online has a full team of financial aid coordinators that are dedicated to the online programs.  They are available to assist students through phone, e-mail, chat and through the A-State Connect app available on Android and iOS.
* Course Withdrawal – students are allowed to withdraw from their courses by themselves through Banner Self-Service.  The only exception to that would be they are not allowed to drop the last course they are enrolled in for a semester without assistance.  This allows for a review of their accounts to make sure everything is in order before dropping the class.  If a student only wishes to drop the course and continue with their degree the next term we do not do a total withdrawal of the student but just drop the courses.  If the student indicates they are leaving the program the registration team processes the withdrawal in banner.
* E-mail Accounts – Students are asked to activate their ASU student e-mail accounts as part of their admissions/registration process.  The student e-mail is the main form of communication used by ASU.  The students are told they must use this e-mail address when communicating with the faculty or staff of the university.
* Access to library resources – The library has resources available to students on line by using their student ID to log in to the system.  Information about how to access the library is posted on the degree.astate.edu website to assist students.
* Help Desk - The help desk offers services to our students 24/7 to accommodate the different schedules and time zones the students are located.  They are able to help them with technical support, log in issues with self-service banner, blackboard or e-mail and other issues the students may require.
* Online Writing Center – Online students have access to tutoring they will help them develop habits that lead to successful written communication. The Online Writing Center staff consists of tutors from different writing backgrounds, providing tutoring from all stages of the writing process, from outlining and researching to grammar and finalizing the paper – the service can be used through synchronous or asynchronous appointments.

**Appendix A: Workforce Analysis**

(referenced in #6 of the New Program Proposal Form)

Workforce Analysis

Institution: Arkansas State University – Jonesboro (ASU-Jonesboro)

Program Name: Master of Science (MS) in Nutrition

Proposed CIP Code: 51.3101

By: ADFA Economic Policy Division

Date: September 2, 2020

ASU-Jonesboro proposes to introduce a Master of Science (MS) in Nutrition. The program is designed to allow Bachelor’s degree graduates in Nutrition from ASU-Jonesboro to proceed seamlessly to a Master’s degree, while also accommodating Bachelor’s degree graduates from other schools. ASU-Jonesboro’s Bachelor’s degree program in Nutrition appears from the data in the Economic Security Report to be small, with just 17 graduates in 2016-2017, though doubtless ASU has more recent information. Those, however, are the most recent graduates for whom employment information is available. Unfortunately, the job placement rate for this program is weak, with an estimated 18% having full time equivalent (FTE) employment. The FTE employed had reasonably strong though not spectacular earnings, averaging $42,468 per year, but more graduates had Arkansas wages without being FTE employed. This larger group had average wages of $26,493. The other Nutrition program in the state, UAMS’s Post-Bachelor’s Certificate program, also had poor job placement rates and mediocre average wages of program completers.

Nutritionist is a well-paid but small occupation. That said, there does appear to be enough annual demand to absorb the small annual supply of graduates from the state’s existing programs. Yet low job placement rates for program graduates in Nutrition may reflect that matching people with jobs is harder in a labor market that is quite thin. A Master’s program that enhances graduates qualifications may help them compete for the limited supply of jobs, and the online format could help them go where the jobs are while continuing to enhance their credentials. But ASU-Jonesboro, if it moves forward with this, should keep in mind the challenges of helping graduates to navigate a thin labor market.

Institution Focus: ASU-Jonesboro

Arkansas State University Jonesboro (ASU-Jonesboro) has a job placement track record slightly weaker than Arkansas colleges and universities as a whole. Associate’s degree graduates from ASU-Jonesboro are usually (76%) employed, but rarely (20% at most) employed at a full-time equivalent (FTE) level in the first year after graduation. Those who do work full time earn a good deal more than the statewide average ($45,008 vs. $38,757). Associate’s degree graduate with some Arkansas wages earn a little less than the average across schools statewide. At the Bachelor’s level, ASU-Jonesboro graduates are a bit more likely to earn Arkansas wages but a bit less likely to have full-time equivalent (FTE) employment (41% vs. 47%) and earn less on average ($38,349 vs. $41,183) when they do. The strongest overall job placement track record is for Registered Nursing (57% FTE employed, average FTE earnings $57,462), though FTE wages for the 33% of Electrical Engineering majors who are FTE employed are even higher, and the much smaller Civil Engineering and Engineering Technologies programs also do well on job placement. Some other programs see less than half of their graduates FTE employed, and less than $30,000 in average FTE wages, including Psychology; Biology; Sociology; Communication and Media Studies; English; Radio, TV and Digital Communications; Public Relations and Advertising; Political Science; Art; Journalism; Drama; and Foreign Languages. At the Master’s level, too, ASU-Jonesboro’s job placement track record is somewhat weaker than Master’s degree graduates statewide, with lower rates of FTE employment (35% for ASU-Jonesboro vs. 44% statewide) and lower FTE wages ($52,584 vs. $56,175), but the comparison may be unhelpful since ASU-Jonesboro’s Master’s degree graduates, unlike those of other Arkansas schools, are overwhelmingly in educational fields.

Table 1. Job Placement Track Record, ASU-Jonesboro, 2016 & 2017 graduates (Source: ARC 2019 Economic Security Report)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Institution | Degree | CIP Detail | Graduates | Employed % | Avg First Year Wages | Full-Time % | Avg First Year Full-Time Wages |
| All schools | Associate Degree | ALL | 14,413 | 77% | $26,698 | 58% | $38,757 |
| ASU-Jonesboro | Associate Degrees | ALL | 834 | 76% | $25,144 | 20% | $45,008 |
| ASU-Jonesboro | Associate Degrees | Liberal Arts and Sciences/Liberal Studies | 524 | 76% | $14,777 | 5% | $32,364 |
| ASU-Jonesboro | Associate Degrees | Registered Nursing/Registered Nurse | 171 | 69% | $48,082 | 40% | $52,399 |
| ASU-Jonesboro | Associate Degrees | Physical Therapy Technician/Assistant | 48 | 92% | $41,310 | 65% | $45,007 |
| ASU-Jonesboro | Associate Degrees | General Studies | 40 | 78% | $29,341 | 40% | $37,740 |
| ASU-Jonesboro | Associate Degrees | Occupational Therapist Assistant | 26 | 96% | $40,380 | 69% | $45,120 |
| All schools | Baccalaureate Degrees | ALL  | 25,982 | 64% | $32,043 | 47% | $41,183 |
| ASU-Jonesboro | Baccalaureate Degrees | ALL  | 3409 | 70% | $29,676 | 41% | $38,349 |
| ASU-Jonesboro | Baccalaureate Degrees | General Studies | 405 | 69% | $23,680 | 34% | $31,731 |
| ASU-Jonesboro | Baccalaureate Degrees | Registered Nursing/Registered Nurse | 281 | 79% | $52,335 | 57% | $57,462 |
| ASU-Jonesboro | Baccalaureate Degrees | Business Administration and Management, General | 224 | 65% | $30,038 | 40% | $37,681 |
| ASU-Jonesboro | Baccalaureate Degrees | Early Childhood Education and Teaching | 192 | 92% | $32,478 | 72% | $34,073 |
| ASU-Jonesboro | Baccalaureate Degrees | Psychology, General | 130 | 72% | $17,802 | 35% | $26,090 |
| ASU-Jonesboro | Baccalaureate Degrees | Biology/Biological Sciences, General | 127 | 57% | $16,836 | 19% | $28,799 |
| ASU-Jonesboro | Baccalaureate Degrees | Criminology | 127 | 76% | $24,972 | 46% | $31,470 |
| ASU-Jonesboro | Baccalaureate Degrees | Finance, General | 113 | 52% | $31,174 | 35% | $38,970 |
| ASU-Jonesboro | Baccalaureate Degrees | Kinesiology and Exercise Science | 110 | 63% | $24,344 | 25% | $36,989 |
| ASU-Jonesboro | Baccalaureate Degrees | Accounting | 103 | 74% | $32,145 | 46% | $35,580 |
| ASU-Jonesboro | Baccalaureate Degrees | Agribusiness/Agricultural Business Operations | 102 | 75% | $36,001 | 59% | $41,634 |
| ASU-Jonesboro | Baccalaureate Degrees | Junior High/Intermediate/Middle School Education and Teaching | 93 | 88% | $33,328 | 70% | $34,471 |
| ASU-Jonesboro | Baccalaureate Degrees | Medical Radiologic Technology/Science - Radiation Therapist | 75 | 55% | $41,784 | 41% | $45,834 |
| ASU-Jonesboro | Baccalaureate Degrees | Social Work | 69 | 80% | $19,097 | 23% | $31,271 |
| ASU-Jonesboro | Baccalaureate Degrees | Marketing/Marketing Management, General | 65 | 58% | $29,044 | 34% | $34,282 |
| ASU-Jonesboro | Baccalaureate Degrees | Audiology/Audiologist and Speech-Language Pathology/Pathologist | 64 | 69% | $12,247 | 20% | $30,060 |
| ASU-Jonesboro | Baccalaureate Degrees | Physical Education Teaching and Coaching | 51 | 86% | $33,887 | 65% | $38,170 |
| ASU-Jonesboro | Baccalaureate Degrees | Mechanical Engineering | 45 | 62% | $57,496 | 56% | $62,257 |
| ASU-Jonesboro | Baccalaureate Degrees | Sport and Fitness Administration/Management | 44 | 68% | $18,686 | 23% | $34,084 |
| ASU-Jonesboro | Baccalaureate Degrees | Chemistry, General | 44 | 52% | $15,053 | 16% | $30,027 |
| ASU-Jonesboro | Baccalaureate Degrees | Sociology | 44 | 73% | $22,906 | 41% | $28,364 |
| ASU-Jonesboro | Baccalaureate Degrees | Plant Sciences, General | 43 | 70% | $29,661 | 47% | $36,594 |
| ASU-Jonesboro | Baccalaureate Degrees | Communication and Media Studies | 42 | 67% | $18,234 | 33% | $25,569 |
| ASU-Jonesboro | Baccalaureate Degrees | Data Processing and Data Processing Technology/Technician | 41 | 71% | $37,088 | 59% | $42,495 |
| ASU-Jonesboro | Baccalaureate Degrees | English Language and Literature, General | 40 | 75% | $15,089 | 22% | $23,275 |
| ASU-Jonesboro | Baccalaureate Degrees | Animal Sciences, General | 37 | 70% | $22,150 | 35% | $31,887 |
| ASU-Jonesboro | Baccalaureate Degrees | Civil Engineering, General | 34 | 71% | $49,193 | 62% | $53,655 |
| ASU-Jonesboro | Baccalaureate Degrees | Health and Physical Education/Fitness, General | 33 | 64% | $19,266 | 18% | $36,471 |
| ASU-Jonesboro | Baccalaureate Degrees | Radio, Television, and Digital Communication, Other | 32 | 53% | $19,659 | 34% | $25,201 |
| ASU-Jonesboro | Baccalaureate Degrees | Computer and Information Sciences, General | 32 | 66% | $36,272 | 44% | $47,004 |
| ASU-Jonesboro | Baccalaureate Degrees | Music Teacher Education | 31 | 84% | $36,434 | 77% | $38,590 |
| ASU-Jonesboro | Baccalaureate Degrees | International Business/Trade/Commerce | 31 | 23% | $25,594 | 16% | $32,228 |
| ASU-Jonesboro | Baccalaureate Degrees | Health and Wellness, General | 30 | 63% | $19,472 | 17% | $37,077 |
| ASU-Jonesboro | Baccalaureate Degrees | Public Relations, Advertising, and Applied Communication, Other | 29 | 59% | $15,766 | 24% | $28,525 |
| ASU-Jonesboro | Baccalaureate Degrees | Engineering Technologies and Engineering-Related Fields, Other | 28 | 79% | $52,050 | 64% | $53,512 |
| ASU-Jonesboro | Baccalaureate Degrees | Commercial and Advertising Art | 28 | 64% | $26,910 | 50% | $31,586 |
| ASU-Jonesboro | Baccalaureate Degrees | Social Science Teacher Education | 25 | 84% | $31,474 | 52% | $38,156 |
| ASU-Jonesboro | Baccalaureate Degrees | Mathematics, General | 25 | 72% | $25,101 | 16% | $30,336 |
| ASU-Jonesboro | Baccalaureate Degrees | Electrical and Electronics Engineering | 24 | 58% | $54,810 | 33% | $65,985 |
| ASU-Jonesboro | Baccalaureate Degrees | English/Language Arts Teacher Education | 23 | 91% | $30,912 | 39% | $34,388 |
| ASU-Jonesboro | Baccalaureate Degrees | Clinical Laboratory Science/Medical Technology/Technologist | 23 | 78% | $34,996 | 57% | $42,532 |
| ASU-Jonesboro | Baccalaureate Degrees | History, General | 22 | 86% | $16,681 | 36% | $26,060 |
| ASU-Jonesboro | Baccalaureate Degrees | Political Science and Government, General | 19 | 79% | $12,026 | 16% | $27,944 |
| ASU-Jonesboro | Baccalaureate Degrees | Art/Art Studies, General | 19 | 68% | $23,017 | 47% | $27,901 |
| ASU-Jonesboro | Baccalaureate Degrees | Journalism, Other | 18 | 56% | $13,969 | 22% | $26,193 |
| ASU-Jonesboro | Baccalaureate Degrees | Dietetics/Dietitian | 17 | 53% | $26,493 | 18% | $42,468 |
| ASU-Jonesboro | Baccalaureate Degrees | Journalism | 16 | 56% | $21,822 | 38% | $30,866 |
| ASU-Jonesboro | Baccalaureate Degrees | Drama and Dramatics/Theatre Arts, General | 16 | 31% | $25,825 | 25% | $32,210 |
| ASU-Jonesboro | Baccalaureate Degrees | Radio and Television | 13 | 69% | $28,196 | 62% | $31,634 |
| ASU-Jonesboro | Baccalaureate Degrees | Foreign Languages and Literatures, General | 12 | 75% | $15,944 | 33% | $26,278 |
| All schools | Master's Degrees |  ALL | 10,249 | 53% | $50,197 | 44% | $56,175 |
| ASU-Jonesboro | Master's Degrees |  ALL | 2925 | 47% | $48,733 | 35% | $52,584 |
| ASU-Jonesboro | Master's Degrees | Elementary and Middle School Administration/Principalship | 699 | 37% | $52,889 | 29% | $53,954 |
| ASU-Jonesboro | Master's Degrees | Curriculum and Instruction | 651 | 46% | $46,015 | 35% | $46,861 |
| ASU-Jonesboro | Master's Degrees | Education/Teaching of the Gifted and Talented | 197 | 56% | $47,193 | 41% | $47,939 |
| ASU-Jonesboro | Master's Degrees | Public Administration | 195 | 33% | $37,951 | 24% | $44,694 |
| ASU-Jonesboro | Master's Degrees | Special Education and Teaching, General | 192 | 52% | $45,037 | 42% | $44,727 |
| ASU-Jonesboro | Master's Degrees | Business Administration and Management, General | 109 | 35% | $52,273 | 25% | $60,951 |
| ASU-Jonesboro | Master's Degrees | Social Work | 79 | 94% | $43,062 | 84% | $45,765 |
| ASU-Jonesboro | Master's Degrees | Nurse Anesthetist | 78 | 33% | $144,216 | 29% | $152,415 |
| ASU-Jonesboro | Master's Degrees | Computer and Information Sciences, General | 71 | 20% | $42,305 | 11% | $55,412 |
| ASU-Jonesboro | Master's Degrees | Registered Nursing/Registered Nurse | 69 | 78% | $89,280 | 71% | $92,175 |
| ASU-Jonesboro | Master's Degrees | Special Education and Teaching, Other | 64 | 67% | $44,705 | 44% | $45,808 |
| ASU-Jonesboro | Master's Degrees | Sport and Fitness Administration/Management | 52 | 35% | $33,572 | 17% | $44,565 |
| ASU-Jonesboro | Master's Degrees | Speech-Language Pathology/Pathologist | 51 | 73% | $52,579 | 69% | $55,016 |
| ASU-Jonesboro | Master's Degrees | Agribusiness/Agricultural Business Operations | 43 | 72% | $36,719 | 47% | $46,850 |
| ASU-Jonesboro | Master's Degrees | College Student Counseling and Personnel Services | 33 | 52% | $38,657 | 33% | $41,320 |
| ASU-Jonesboro | Master's Degrees | Crisis/Emergency/Disaster Management | 27 | 52% | $47,110 | 30% | $63,061 |
| ASU-Jonesboro | Master's Degrees | Kinesiology and Exercise Science | 21 | 48% | $23,021 | 19% | $37,510 |
| ASU-Jonesboro | Master's Degrees | Teacher Education and Professional Development, Specific Levels and Methods, Other | 20 | 100% | $36,416 | 50% | $40,051 |
| ASU-Jonesboro | Master's Degrees | Biology/Biological Sciences, General | 16 | 56% | $27,966 | 38% | $36,429 |
| ASU-Jonesboro | Master's Degrees | Counselor Education/School Counseling and Guidance Services | 15 | 93% | $42,357 | 87% | $43,304 |
| ASU-Jonesboro | Master's Degrees | Child Care and Support Services Management | 15 | 67% | $36,258 | 47% | $37,385 |
| ASU-Jonesboro | Master's Degrees | English Language and Literature, General | 15 | 47% | $22,036 | 27% | $32,938 |
| ASU-Jonesboro | Master's Degrees | Accounting | 14 | 36% | $34,279 | 29% | $42,200 |
| ASU-Jonesboro | Master's Degrees | History, General | 13 | 62% | $28,507 | 46% | $34,728 |
| ASU-Jonesboro | Master's Degrees | Communication and Media Studies, Other | 12 | 67% | $26,913 | 42% | $36,999 |
| ASU-Jonesboro | Master's Degrees | Mathematics, General | 12 | 67% | $37,508 | 50% | $45,587 |
| ASU-Jonesboro | Master's Degrees | Engineering, General | 11 | 36% | $37,006 | 27% | $48,021 |
| ASU-Jonesboro | Master's Degrees | Health Professions and Related Clinical Sciences, Other | 11 | 64% | $43,697 | 45% | $45,717 |
| ASU-Jonesboro | Post-Master's Degree Certificates |   | 743 | 39% | $60,014 | 30% | $62,610 |
| ASU-Jonesboro | Post-Master's Degree Certificates | Elementary and Middle School Administration/Principalship | 709 | 37% | $61,930 | 29% | $64,512 |
| ASU-Jonesboro | Post-Master's Degree Certificates | Counselor Education/School Counseling and Guidance Services | 27 | 89% | $40,391 | 74% | $44,709 |
| ASU-Jonesboro | Doctor's Degrees - Professional Practice |   | 74 | 76% | $74,658 | 68% | $76,828 |
| ASU-Jonesboro | Doctor's Degrees - Professional Practice | Physical Therapy/Therapist | 59 | 76% | $65,734 | 69% | $69,346 |
| ASU-Jonesboro | Doctor's Degrees - Professional Practice | Nursing Practice | 15 | 73% | $111,168 | 60% | $110,914 |
| ASU-Jonesboro | Doctor's Degrees - Research/Scholarship |   | 40 | 57% | $53,260 | 42% | $60,181 |
| ASU-Jonesboro | Doctor's Degrees - Research/Scholarship | Educational Leadership and Administration, General | 18 | 56% | $60,691 | 44% | $64,304 |

Occupation Focus – Dietetics/Dietitian

CIP 51.3101, Dietetics/Dietitian as a field of study, is matched with two occupations: Dietitians and Nutritionists, and Dietetic Technicians. Dietitians is a quite well-paid though not very job-rich occupation. Dietetic Technicians is a much smaller and less well-paid occupation, which adds little to the overall labor market value of the field of study. Both occupations are growing somewhat fast. Two programs exist in the field, a Bachelor’s from ASU-Jonesboro and a post-Bachelors certificate from UAMS. The full-time equivalent (FTE) job placement rates for 2016-2017 graduates were rather low, under one-quarter, for both degrees, but graduate earnings, at $42,468 and $38,590 respectively, were reasonably strong. This pattern could be explained by some graduates finding full-time work as dietitians, whose entry level pay roughly corresponds to these figures, while at the same time, the scarcity of demand for dietitians, even if supply is also scarce, makes the labor market illiquid and the matching process difficult. Among practicing dietitians, the modal educational attainment is a Bachelor’s degree, but educational attainment is quite variable, with well over one-fourth having advanced degrees even as about one-fifth have only a high school diploma or less. Among dietetic technicians, consistent with their lower pay scale, lower educational attainment prevails, with less than one-fifth having completed a four-year degree. The pay scales for both dietitians and dietetic technicians are fairly egalitarian, with the 90th percentile less than twice the 10th percentile. Even the 10th percentile dietitian earns more than the 90th percentile dietetic technician.

Table 1 – Matched Occupations – Dietetics/Dietitian (Source: NCES)

|  |  |  |  |
| --- | --- | --- | --- |
| **CIP2020Code** | **CIP2020Title** | **SOC2018Code** | **SOC2018Title** |
| 51.3101 | Dietetics/Dietitian. | 29-1031 | Dietitians and Nutritionists |
| 51.3101 | Dietetics/Dietitian. | 29-2051 | Dietetic Technicians |

Table 2 – Workforce Outcomes for Dietetics/Dietitian (Source: ARC Economic Security Report, 2016-2017 graduates)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Institution | Degree | CIP Detail | Gradu-ates | Employed % | Avg First Year Wages | Full-Time % | Avg First Year Full-Time Wages |
| Arkansas State University Jonesboro | Baccalaureate Degrees | Dietetics/ Dietitian | 17 | 53% | $26,493 | 18% | $42,468 |
| University of Arkansas for Medical Sciences | Post-Baccalaureate Certificates | Dietetics/ Dietitian | 26 | 65% | $33,588 | 23% | $38,590 |

Table 3 – Occupation Snapshot for Occupations Related to Dietetics/Dietitian (Source: Chmura Analytics)

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Current** | **5-Year History** | **1-Year Forecast** |
| **Occupation** | **Empl** | **Avg Ann Wages**2 | **LQ** | **Unempl** | **Unempl Rate** | **Online Job Ads**3 | **Empl Change** | **Ann %** | **Total Demand** | **Exits** | **Transfers** | **Empl Growth** | **Ann % Growth** |
| Dietitians and Nutritionists | 602 | $59,400 | 0.99 | 10 | 1.7% | 23 | 60 | 2.1% | 42 | 20 | 18 | 4 | 0.6% |
| Dietetic Technicians | 116 | $26,800 | 0.47 | 4 | 3.2% | 50 | 12 | 2.3% | 9 | 3 | 6 | 0 | 0.0% |
| Dietetics Occupations | 718 | $54,200 | 0.84 | 14 | 2.0% | 73 | 73 | 2.2% | 51 | 23 | 24 | 4 | 0.6% |
| Total - All Occupations | 1,329,945 | $43,100 | 1.00 | 48,601 | 3.6% | 48,130 | 53,255 | 0.8% | 155,436 | 58,352 | 94,125 | 2,960 | 0.2% |

Table 4 – Occupation Wages in Dietetics/Dietitian Occupations, Average Annual in Arkansas (Source: Chmura Analytics)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | **Percentiles** | **Mean** |
| **Occupation** | **Mean** | **Entry Level** | **Experienced** | **10%** | **25%** | **50% (Median)** | **75%** | **90%** | **USA** | **Texas** |
| Dietitians and Nutritionists | $59,400 | $42,300 | $68,000 | $40,400 | $47,000 | $57,500 | $69,400 | $78,900 | $62,300 | $57,000 |
| Dietetic Technicians | $26,800 | $21,400 | $29,500 | $20,800 | $21,800 | $24,700 | $29,800 | $37,000 | $31,200 | $29,500 |
| Dietetics Occupations | $54,200 | $38,900 | $61,800 | $37,200 | $42,900 | $52,200 | $63,000 | $72,200 | $53,400 | $49,400 |
| Total - All Occupations | $43,100 | $22,400 | $53,500 | $20,800 | $23,300 | $33,200 | $51,000 | $75,700 | $53,900 | $51,300 |

Table 5 – Educational Attainment Profile for Occupations Related to Dietetics/Dietitian (Source: Chmura Analytics)

|  |  |  |
| --- | --- | --- |
|  | **Empl (Place of Residence)** | **Overall Occupation**1 |
|  | **< High School** | **High School** | **Some College** | **Two-Year** | **Four-Year** | **Master's** | **PhD** | **Total Empl** | **Avg Ann Wages** | **Forecast Ann Growth** | **Unempl Rate** |
| Dietitians and Nutritionists | 16 | 102 | 52 | 23 | 224 | 138 | 30 | 585 | $59,500 | 0.6% | 1.7% |
| Dietetic Technicians | 2 | 31 | 37 | 26 | 18 | 2 | 1 | 118 | $26,800 | 0.0% | 3.2% |
| Dietetics Occupations | 18 | 133 | 89 | 50 | 242 | 140 | 31 | 703 | $54,200 | 0.5% | 2.0% |
| Total - All Occupations | 125,575 | 433,481 | 263,103 | 115,041 | 236,145 | 81,511 | 31,887 | 1,286,744 | $43,100 | 0.2% | 3.6% |

Disclaimer/Explanation – About Arkansas Research Center (ARC) job placement statistics

This report makes extensive use of the job placement statistics provided by the Arkansas Research Center at the University of Central Arkansas. This disclaimer explains how these statistics are produced, and the peculiar interpretive challenges that result.

The underlying dataset is very rich. Graduation records from Arkansas’s public colleges and universities are shared with ARC every year, and incorporated into a large statewide database. These graduation records are then matched with wage information from the Unemployment Insurance (UI) system maintained by the Division of Workforce Services in the Arkansas Department of Commerce, which has to keep records of most workers’ wages in order to administer the UI program. ARC’s data are therefore not based on a sample, but on a whole population, which allows unique granularity, with statistics calculated by school, award, and field of study. But the data has well known blind spots.

First, the following groups do not participate in the Arkansas UI program, so their wages are not visible to ARC:

* Self-employed workers;
* Federal government workers;
* People working outside of Arkansas.

Second, continuing education complicates the interpretation of job placement statistics. ARC seeks to identify students who are continuing their education through data sharing with the National Student Clearinghouse. They use the number of graduates NOT continuing their education as the denominator for the full-time job placement rate, but all graduates as the denominator for the “any wage” job placement rate. Hence it is possible for the full-time job placement rate to exceed the share working for any wage. Programs whose most successful graduates continue their education may see misleadingly poor labor market returns in ARC’s data because of this.

Third, the definition of “full-time equivalent” employment is unintuitive because it is designed to work around data limitations. The UI system does not collect data on the hours that people work, because that does not affect the UI benefit to which they become entitled if they lose their jobs through no fault of their own. Consequently, ARC cannot really know who is working full-time by any particular definition of that term (e.g., 40 hours per week). Instead, they look for people of whom it *cannot be ruled out* that they are working full-time, because *in each of the 3rd to 6th quarters after graduation*, they earned at least the minimum wage times an hours threshold corresponding roughly to full-time work over a quarter. Thus, a person working 20 hours per week for double the minimum wage would be counted as working full time.

With all these data limitations, straightforward and intuitive interpretations of job placement statistics are likely to be less helpful than comparisons of job placement statistics across schools and programs, and even those must continually take into account biases related to the data limitations. Improvements in data quality through new initiatives in data sharing would be desirable, but in the meantime, we must get as much good decision support as we can from available data.

**Appendix B**: **Sample Plan of Study**

(referenced in #7 of the New Degree Program Proposal)

**Major: Nutrition and Dietetics 36 Hours Total**

**Degree: transitional Master of Science**

|  |  |
| --- | --- |
| **Summer 5** | **Hours** |
| **Summer I** | NS 6213 | The Obesity Epidemic | **3** |
|  | NS 6113 or NS 6233 | Food and Nutrition Public Policy OR Nutrition and Cancer | **3** |
| **Summer II** | NS 6003 or NS 6203 | Topics in Food Service OR Nutrition for the Older Adult | **3** |
|  | NS 6123 | Health Care Delivery in the U.S. | **3** |
|  |  |  | **12** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Fall 5** | **Hours** | **Spring 5** | **Hours** |
| HP 5113 | Leadership in Health Professions | **3** | NS 6013 | Management of Nutrition Services  | **3** |
| NS 6223 | Advanced Nutrition  | **3** | NS 6103 | Global Nutrition and Health  | **3** |
| NS 6303 | Nutrition and Dietetics Research  | **3** | NS 6313 | Nutritional Epidemiology | **3** |
| STAT 6833 | Biostatistics  | **3** | Nurs 6843 | Ethics of Health Care | **3** |
|  |  | **12** |  |  | **12** |

**Appendix C: Bulletin Additions**

|  |
| --- |
| **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. Please include a before (with changed areas highlighted) and after of all affected sections.** **\*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.**  |

 ***\*For new programs, please insert copy of all sections where it will be referenced.\****

Page. 226

College of Nursing and Health Professions The College of Nursing and Health Professions offers a number of graduate level programs: the Master of Athletic Training (M.A.T.), the Master of Communication Disorders (M.C.D.), the Master of Science in Disaster Preparedness and Emergency Management (M.S.), the Doctor of Nursing Practice (D.N.P.), the Master of Science in Nursing (M.S.N. with Family Nurse Practitioner, Adult Gerontology Acute Care Nurse Practitioner, Nurse Administrator, and Nurse Educator options), the Master of Science in Nursing in Nurse Anesthesia (M.S.N.), the Graduate Certificate in Family Nurse Practitioner, the Graduate Certificate in Nurse Administration, the Graduate Certificate in Nurse Educator, **the Master of Science in Nutrition and Dietetics (M.S.N.D.), the transitional Master of Science in Nutrition and Dietetics (t.M.S.N.D.),** the Doctor of Occupational Therapy (O.T.D.), the Doctor of Physical Therapy (D.P.T.), the Master of Social Work (M.S.W.), and the Graduate Certificate in Addiction Studies.

Page 251

INSERT

***Program of Study for the transitional Master of Science in Nutrition and Dietetics Degree***

***The transitional Master of Science in Nutrition and Dietetics (tMSND) degree program is a non-accredited degree.***

***THE tMSND DEGREE***

***The tMSND degree is offered for the purpose of preparing individuals with knowledge and competencies to be successful in the field of nutrition and dietetics. The online program requires 36 credit hours (non-thesis track) and includes core course work in research and statistics, as well as geriatrics, epidemiology, public policy, leadership, and other nutrition specific classes. Students graduating from this program are not eligible to become Registered Dietitian Nutritionists through the Commission on Dietetic Registration.***

***ADMISSION REQUIREMENTS***

***To be considered for admission to the tMSND degree program, applicants must meet the admission requirements of the Graduate Admissions and the specific program requirements. All applicants must have a bachelor’s degree. No particular field of study is required; however, students with degrees in health-related fields such as nutrition, nursing, exercise science, health or others, are encouraged to apply.***

***PREREQUISITES***

 ***Satisfactory completion with a letter grade of B or higher are required for admission to the tMSND program.***

* ***Basic Human Nutrition***
* ***Statistics***

 ***In order to complete the application process for the tMSND program, the applicant must complete the following:***

***1. Apply to the Graduate School***

***Complete and/or gather the following documents:***

***• Application to Graduate School accompanied by Application Fee***

***Apply online:*** [***https://asups1.astate.edu:4443/prod/bwskalog.P\_DispLoginNon***](https://asups1.astate.edu:4443/prod/bwskalog.P_DispLoginNon)

***• Official transcripts of all undergraduate and graduate coursework from all colleges and universities attended. Transcripts must be mailed directly from the institutions previously attended.***

***• Immunization record including MMR (measles, mumps, and rubella)***

***Submit to:***

***Graduate Admissions***

***Arkansas State University***

***PO Box 1570***

***State University, AR 72467***

***For questions about the above process please contact Graduate Admissions at (870) 972-2031.***

***For questions regarding application to the transitional Master of Science in Nutrition and Dietetics program please contact the Nutritional Science Program at (870) 680-8598.***

***Applications for admission will be considered by the Nutritional Science Program Admissions Committee in the weeks following the application deadline.***

***To be eligible for consideration all applicants must have a complete application file and must meet the admission requirements of Graduate Admissions.***

***DEADLINE FOR RECEIVING APPLICATIONS***

***Admission to the tMSND program is conditional upon completion of prerequisite course(s) required.***

***COURSE REQUIREMENTS***

***The transitional Master of Science in Nutrition and Dietetics degree consists of a minimum of 36 semester hours beyond the Bachelor’s degree. The successful student is expected to have demonstrated expertise and in-depth knowledge of the research and statistics, as well as geriatrics, epidemiology, public policy, leadership, and other nutrition specific classes. In addition, students must demonstrate competency in the areas listed above by successfully passing an Exit Exam.***

***Major in Nutrition and Dietetics***

## *Nutritional Science*

***Transitional Master of Science in Nutrition and Dietetics***

|  |  |
| --- | --- |
| ***University Requirements:*** |  |
| ***See Graduate Degree Policies for additional information (p. 38)*** |  |
| ***Core Courses:*** | ***Sem. Hrs.*** |
| ***NS 6123, Health Care Delivery in the U. S.***  | ***3*** |
| ***NS 6303, Nutrition and Dietetics Research***  | ***3*** |
| ***NS 6313, Nutritional Epidemiology*** | ***3*** |
| ***STAT 6833, Biostatistics*** | ***3*** |
|  ***Sub-total*** | ***12*** |
| ***Major Requirements:*** | ***Sem. Hrs.*** |
| ***HP 5113, Leadership in Health Professions*** | ***3*** |
| ***NS 6103, Global Nutrition and Health*** | ***3*** |
| ***NS 6213 The Obesity Epidemic*** | ***3*** |
| ***NS 6223, Advanced Nutrition***  | ***3*** |
| ***Nurs 6843 Ethics of Health Care*** | ***3*** |
|  ***Sub-total*** | ***15*** |
|  ***Elective Courses (choice of 3):*** | ***Sem. Hrs.*** |
| ***NS 6003, Topics in Food Service*** | ***3*** |
| ***NS 6013, Management of Nutrition Services*** | ***3*** |
| ***NS 6113, Food and Nutrition Public Policy*** | ***3*** |
| ***NS 6203, Nutrition for the Older Adult*** | ***3*** |
| ***NS 6233, Nutrition and Cancer*** | ***3*** |
|  ***Sub-total*** | ***9*** |
| ***Total Required Hours:*** | ***36*** |

Page 375 Course Descriptions

INSERT

***Transitional Master of Science in Nutrition and Dietetics (tMSND).***

***NS 6003 Topics in Food Service***

 ***Course is discussion driven by current issues and events related to food service operations and management. Restricted to Nutrition and Dietetics graduate students.***

***NS 6013 Management of Nutrition Services***

***Principles of management for professionals in food service operations and/or clinical nutrition services. Topics include management roles, tools, human resources, fiscal responsibilities and emerging administrative issues.***

***NS 6103 Global Nutrition and Health***

***Examines the study of food and nutrition from a global perspective, including challenges and solutions for complex issues such as dietary behaviors, diet and diseases and interventions to support food security and sustainable food systems.***

***NS 6113 Food and Nutrition Public Policy***

***An in-depth look at U.S. food policies and programs that affect food production, distribution, and consumption. Examines the dynamics of policy making and the influence of food companies on strategic decisions that undermine the nation’s health.***

***NS 6123 Health Care Delivery in the U. S.***

***Provides an overview of the nation’s health care delivery system, including characteristics and challenges, with emphasis on the implications and opportunities for the Registered Dietitian Nutritionist (RDN), particularly related to payment structures for nutrition services.***

***NS 6203 Nutrition for the Older Adult***

***Addresses nutrition-related factors important for successful aging, including age-related physiologic changes, challenges with dietary intake, complications with chronic diseases, treatment of serious illness and application of new research to promote healthy aging and maximize life span.***

***NS 6213 The Obesity Epidemic***

***Explores the various determinants of obesity in adults and children, as well as assessment, treatment and prevention of the epidemic, including the integration of new information and research into practice.***

***NS 6223 Advanced Nutrition***

***Designed for health professionals other than Registered Dietitian Nutritionists (RDNs) who are seeking a graduate degree in nutrition. Provides an in-depth look at the human body and the importance of nutrients from a biochemical, physiological and molecular perspective.***

***NS 6233 Nutrition and Cancer***

***Focuses on the critical role of nutrition in cancer prevention, complications, treatment and recovery. Includes universal characteristics of cancer as well as an in-depth discussion of medical nutrition therapy for three high-risk disease types.***

***NS 6303 Nutrition and Dietetics Research***

***The process of designing, conducting, interpreting and evaluating nutrition research. Emphasis given to ethical issues and application of research to practice.***

***NS 6313 Nutritional Epidemiology***

***Examines methods used in nutritional epidemiological studies and reviews current knowledge related to diet and other nutritional determinants of long-term health and disease.***

**Appendix D: Evaluation Instruments**

(referenced in #7 of the Program Proposal)

**Arkansas State University**

**College of Nursing and Health Professions**

**Instructor/Course Survey**

Student evaluations of courses and faculty are conducted through EvalKit online evaluation in BlackBoard. Students will respond to each of the following statements using the options below

0 Strongly Agree

0 Agree

0 Agree Somewhat

0 Disagree

0 Strongly Disagree

0 Did not have this Instructor

From my perspective, the **Professor/Instructor**:

1. Was organized and prepared for this course
2. Feedback given to student was appropriate in relation to assignments and performance
3. Communicated well in English
4. Demonstrated impartial and fair evaluation
5. Provided a positive student-teacher interaction
6. Activities contributed to understanding and skill development
7. Demonstrated punctuality
8. Demonstrated knowledge and understanding of the subject matter
9. Provided learning techniques appropriate for course and lab
10. Interacted with students in a professional manner
11. Provided opportunities for problem solving, multiple viewpoints, and critical thinking
12. Provided adequate explanation of course material
13. Provided an atmosphere in which students felt comfortable asking questions
14. Comments regarding this instructor

From my perspective, the Course:

1. Reading level of the textbook was appropriate
2. Equipment was functional and represented appropriate technology
3. Format for the course facilitated accomplishment of course objectives and goals
4. Course material was sequenced and structured to facilitate the achievement of goals and objectives
5. Textbook covered the “topic”
6. Library had adequate resources for this course
7. Media used added to my learning experience
8. Format for this course (compressed video, we/asynchronous, web-assisted, lecture/discussion, lab, etc…) was help in learning the material and related concepts
9. Additional reading assignments provided opportunities to expand knowledge
10. Comments regarding this course:

**Appendix E: Current Library Resources**

(referenced in #9 of the New Degree Program Proposal)

**2020 Report of the**

**Dean B. Ellis Library, Arkansas State University**

**Nutrition and Dietetics**

**1. Library Holdings**

The Dean B. Ellis Library has over 320,000 print books in the [online public access catalog](http://dbellis.library.astate.edu/vwebv/searchBasic?sk=en_US) available for faculty, staff, and student checkout. In addition, the Library’s print collection contains over 106,000 government documents, 20,000 microfilm, 8,000 CDs, and 5,100 DVDs. Additionally, over 450,000 eBooks, 40,000 streaming academic videos, and 380,000 streaming albums are readily available in all disciplines. Archives & Special Collections house an additional 15,000 items, many with local and regional significance that cannot be found in any other library. Journals and other periodicals can be accessed through the Library’s [online A to Z journals list](http://ds7av9ek5z.search.serialssolutions.com/ejp/?libHash=DS7AV9EK5Z#/?language=en-US&titleType=JOURNALS). Between 95% to 99% of all 1995 to present journal content is available online. Most journals can also be accessed through one of over [300 databases](https://libguides.astate.edu/az.php) in a wide variety of disciplines.

**1a. Library Holdings in Nutrition and Dietetics**

As of December 18, 2020, there are over 2,400 print book records in the online public access catalog with subject headings directly related to Nutrition and Dietetics. Additionally, 2,400 eBooks directly related to Nutrition and Dietetics are also readily available, as are 1,600 streaming academic videos. Resources can be found through the library’s discovery service, OneSearch; the online public access catalog; the online A to Z journals list; or one of 53 online research databases relating to Nursing & Health Professions (<http://libguides.astate.edu/az.php?s=6718>). The library also maintains late hours and has over 80 computers and 45 study rooms for in-library use.

The Library’s online A to Z journals list (<http://ds7av9ek5z.search.serialssolutions.com/ejp/?libHash=DS7AV9EK5Z#/?language=en-US&titleType=JOURNALS>) reports journal holdings in the following subject areas:

Periodical titles in the discipline category of “Diet & Nutrition”:

 Total titles: 216 serials

Periodical titles in the broad discipline category of “Nursing”:

 Total titles: 438 serials

Between 97% to 99% of all 1995 to present journal content is available online and readily accessible off-campus. Students, staff, and faculty may request digital copies of articles and book chapters from our physical collection through our Document Delivery Department (<http://libguides.astate.edu/docdel>).

**2. Library Staffing**

Library services at Arkansas State University are provided through a single central library – the Dean B. Ellis Library. Thus, all students in all programs are referred to the Dean B. Ellis Library, at the center of the campus, for access to all library collections, equipment, and services. The library is a full service library and provides all of the services expected of a university library.

The library is administered/staffed by 31 full time employees:

 A Director of Library Services

 One Assistant Director

 Eight (8) MLS Library Faculty

 One Archivists

 Seventeen (17) Classified Staff

**3. Library Hours**

Library collections, services, and facilities are open to all students and faculty on a uniform schedule throughout the year. The schedules during these periods are:

 Library hours while classes are in session are:

Monday – Thursday - 7:00 am – 1:00 am

 Friday - 7:00 am – 6:00 pm

 Saturday - 12:00 pm – 6:00 pm

 Sunday - 12:00 pm – 1:00 am

Special extended library hours during pre/exam weeks are:

 Monday – Thursday - 7:00 am – 2:00 am

 Friday - 7:00 am – 8:00 pm

 Saturday - 12:00 am – 8:00 pm

 Sunday - 12:00 pm – 2:00 am

 Library hours between sessions are:

 Monday – Thursday - 7:30 am – 5:00 pm

 Friday - 7:30 am – 5:00 pm

 Saturday - Closed

 Sunday - Closed

Online resources and chat assistance are available 24 hours a day, 7 days a week. In addition, over 100 [research guides](https://libguides.astate.edu/) in 27 subject areas are available online through the library’s home page to assist patrons with research, finding information by subject areas, and writing papers.

**4. Library Allocations**

Funding for the acquisition of library resources is provided by a $6 per academic credit hour student Library Fee that is assessed of all A-State students. The total amount of funding available each year is determined by the cumulative number of student semester credit hours.

Library collection development funds are distributed by direct allocation to academic departments based on an established formula that includes such weighted factors as: lower level, upper level and graduate credit hour production; numbers of courses offered at these levels; total degrees awarded per department; the number of FTE faculty in the department; and the national average costs of books and periodical titles for the disciplines. These elements, with appropriate weights applied, provide the basis for objectivity and equity in the awarding of funds.

Through its departmental allocation program, the library encourages all faculty in academic departments to actively participate in the selection of both current and retrospective materials that are appropriate to support student and faculty research and study at all levels of instruction at Arkansas State University.

Additional subscriptions, plus book and media purchases, are made upon selection by librarians to ensure currency of resources.

**4a. Library Allocations to Nutrition and Dietetics**

Library collection development funds are distributed by direct allocation to academic colleges, departments, or programs based on an established formula that includes such weighted factors as: lower level, upper level and graduate credit hour production; the number of courses offered at these levels; total degrees awarded per department; the number of FTE faculty in the department; and the national average costs of books and periodical titles for the disciplines. These elements, with appropriate weights applied, provide the basis for objectivity and equity in the awarding of funds to support A-State programs and scholarship.

Beginning with the 2014/15 academic year, the College of Nursing and Health Professions elected to forego specific allocations to individual departments and programs in favor of a single allocation for the entire college, with funds being distributed internally to support the college’s departments and programs. This includes funding resources to support Nutrition and Dietetics.

Departmental faculty liaisons to the Library are responsible for the development of the Library’s collections for the College of Nursing and Health Professions. While individual faculty members and students may recommend books and periodicals for acquisition, faculty members from within the college have served as the Library collection development liaisons for many years, and requests for book purchases and changes in journal subscriptions are usually submitted to the Library’s Collection Management Librarian by these faculty liaisons.

Over the past several years, numerous periodical and journal subscriptions in relevant fields have been added or made available through broad content databases or open access. Any new individual journal subscriptions paid from the college allocation were added as result of specific requests from departmental faculty. The Library requests that the list of subscriptions acquired from the funds allocated to the College of Nursing and Health Professions be reviewed on an annual basis.

The 2020/21 fiscal year collection development allocation for the College of Nursing and Health Professions is $241,800, which is 13.29% of the total Library acquisitions budget of $1,820,000. The college’s allocation has been unchanged for the last three fiscal years. The allocation for the College of Nursing and Health Professions represents 21.05% of the collection development funds that are allocated to all A-State academic colleges, departments, and programs.

Of the total $1.82 million Library acquisitions budget, approximately $670,000 is not allocated to any department or program, and is used by the Library for purchases and subscriptions that apply to the campus as a whole, including a variety of interdisciplinary article and eBook databases from EBSCO, Gale, and ProQuest, plus specific interdisciplinary databases including Academic Video Online, Digital Dissertations and Theses, Web of Science, WestLaw, and the journals and eBooks of JSTOR and Project Muse. Additionally, some funds are used by the Library to fill in gaps in the collection that may not be covered by faculty requests.

**5. Equipment and Technology Available**

Approximately 80 fully networked workstations are available to students and faculty inside the Dean B. Ellis Library. All student workstations inside the library are networked to three print release stations. Students may also print from other computers on campus, their laptop, and their mobile device to the release stations. Students are awarded a free print allocation each semester based on their classification and can add additional funds to their account if needed. A public access photocopier and several microforms reader/printers are also available for duplicating services at a cost of 10 cents per page. A digital microform scanner is also available free of charge.

Additionally, two self-service scanners are available for student use at no charge. Scans may be printed, emailed, or saved to a USB flash drive.

**6. Circulation Policies and Procedures**
The borrowing of library materials is permitted for currently enrolled students, currently employed faculty and staff, and other individuals who have been approved with affiliate status for circulation privileges.  All patrons must present a valid A-State photo identification card in order to borrow library materials. The patron is responsible for all material borrowed against their ID. Circulation privileges are not transferable from one person to another. The Service Desk is staffed and open for services during all library hours of operation.

**Circulation Policies**

There is a 30 day loan period for undergraduates for most books and a 45 day load period for graduate students, with 2 online renewals available per item. Undergraduate students may borrow a maximum of 20 items and graduate students a maximum of 40 items at any given time.

Students are charged for lost items, but not charged overdue fines for items from the library’s physical collection. Faculty have an end of semester due date with no limit on number of items borrowed at any given time and 2 online renewals available per item.

**7. Library’s Online Catalog, Interlibrary Loan, and Document Delivery**

Students and faculty have full access to the library’s Voyager catalog and full-text online resources from both on and off-campus via the library proxy server. The Dean B. Ellis Library utilizes ProQuest’s Summon as a discovery search platform. Interlibrary loan and document delivery services are available to students and faculty at no cost, with over 99% of all journal articles requested through Interlibrary Loan being delivered digitally. In addition, digital copies of book chapters and journal articles may be scanned and delivered digitally at no cost. All students are entitled to comparable borrowing privileges at over 40 academic libraries in the State of Arkansas if they obtain an ARKLink borrower’s card (at no cost) from the Dean B. Ellis Library. Participating libraries include all of the major academic libraries in Arkansas, including the University of Arkansas, the University of Central Arkansas and the University of Arkansas at Little Rock.

**8. Reference Coverage**

Reference coverage is available 24 hours a day, 365 days a year. Dean B. Ellis Library personnel provide more than 70 hours per week of coverage for face-to-face, telephone, or email consultation, instruction and assistance. After hours assistance is available via Chatstaff reference services.

**9. Library Liaisons**

Four librarians are assigned selected responsibilities to departments as liaisons in coordinating related library reference, collection development, bibliographic instruction, and the preparation of department/course-specific library literature and resource guides. However, all library faculty may provide basic reference services, library orientation, personal research assistance, and other general library services to all students and faculty in all departments as a result of their availability during a 100-plus schedule of library hours.

Library resources are frequently embedded into course modules in course management platform software. Support for these programs and any issues involving Blackboard and other course management platforms, Respondus, technology development, curriculum revisions, and professional development are provided by a variety of campus services, including the Faculty Center, Information and Technology Services, and the Office of the Provost. Library faculty may, however, assist with library orientation and instruction for any A-State student groups upon request.

**10. Selection of Library Resources**

The library relies heavily on departmental faculty to make selections of new materials to be added to the library collections. All faculty requests are channeled to the Collection Management Department in the library via the departmental faculty liaison to the library. When requests are received from the department liaison, library staff then order and process the materials and they are made available for use.

Additionally, under a unique A-State library program, any student enrolled at Arkansas State University may select and recommend a maximum of three (3) books (per semester) for purchase by the library to supplement library holdings for their research and study. Library faculty are available to assist students in identifying the titles to be purchased. After the books are purchased and processed, the requesting student is notified when the titles are available.

**11. Reporting New Acquisitions**

New acquisitions, if any, are reported on a monthly basis to the faculty liaison from the department. All newly-acquired print books are displayed on the New Books shelves near the Circulation Desk prior to being shelved in the general stacks. Additionally, there is a “New Titles” feature on the library catalog that allows all new materials to be searched by different time frames (within the last 30, 60, or 90 days), by collection, and by call number range.

**12. Library Traffic and User Counts**

Library services at Arkansas State University are provided in and through a single, central library – the Dean B. Ellis Library. Thus, as all students and faculty are referred to the Dean B. Ellis Library for access to collections and resources. Counts for the number of users for specific subject areas are not available. The exit door count for the Dean B. Ellis Library academic year 2018 was 316,248.

**13. Instructional Sessions**

Individual instruction sessions covering basic or specific library resources and skills are available to classes upon instructor request. In the 2018-2019, there were approximately 331 individual library instruction sessions conducted that reached some 6,500 students. Additionally, nine sections of a one credit hour course in basic library and information literacy skills (Introduction to Academic Research) are offered by the Dean B. Ellis Library as an elective in the fall and spring semesters, respectively. An additional three sections of Intro to Academic Research – Biology are also offered each fall and spring semester. Courses and instructors are subject to regular student evaluation in a wide variety of areas and overall evaluations are consistently near or above 4.5 on a 0 – 5 scale, with 5 being the highest ranking possible. Students in the Library’s Introduction to Academic Research and Intro to Academic Research Biology classes are given an information literacy skills pre-test at the beginning and end of the course. During the last cohort of students, post-test averages were 20.39% higher than pre-test averages.

**Appendix F:**

**Organizational Chart showing the Master of Science in Nutrition and Dietetics Program** (referenced in #12 in the program proposal)