

ADD, CHANGE OR DELETE UNIT, PROGRAM REQUIREMENTS, OR ACADEMIC POLICIES

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit or to change program policies. Proposed additions and changes must be consistent with Academic Policies 1100.40 and 1621.10 and any other policies which apply.

SECTION I: Approvals

Department / Program Chair	Date Submitted	Graduate Council Chair	Date
College Dean	Date	Faculty Senate Chair	Date
Honors College Dean	Date	Provost	Date
Core Curriculum Committee	Date	Board of Trustees Approval/Notification Date	
University Course and Programs Committee	Date	Arkansas Higher Education Coordinating Board Approval/Notification Date	

SECTION II: Profile Data - Required Information and Name Change Information

Academic Unit: Major/Field of Study Minor Other Unit _____ Policy
 Level: Undergraduate Graduate Law Effective Catalog Year 2012

Program changes are effective with the next available catalog. See Academic Policy Series 1622.20

Current Name Minor in Psychology

College, School, Division ARSC

Department Code PSYC

Current Code (6 digit Alpha) PSYC-M

Proposed Code (6 digit Alpha) _____

Prior approval from the Office of the Registrar is required.

Interdisciplinary Program

CIP Code 42.0101

Prior assignment from Office of Institutional Research is required.

Proposed Name _____

When a program name is changed, enrollment of current students reflects the new name.

SECTION III: Add a New Program/Unit

For new program proposals, complete Sections II and VII and use as a cover sheet for a full program proposal as described in 'Criteria and Procedures for Preparing Proposals for New Programs in Arkansas.' ADHE
http://www.adhe.edu/divisions/academicaffairs/Pages/aa_academicproposals.aspx

Program proposal uses courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

SECTION IV: Eliminate an Existing Program/Unit

Code/Name PSYC-M Effective Catalog Year 2013

No new students admitted to program after Term: Spring Year: 2013

Allow students in program to complete under this program until Term: Spring Year: 2016

SECTION V: Proposed Changes to an Existing Program or Program Policies

Insert here a statement of the exact changes to be made: _____

Check if either of these boxes apply and provide the necessary signature:

- Program change proposal adds courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____
- Program change proposal deletes courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

Check all the boxes that apply and complete the required sections of the form:

- Change of Name and Code (Complete only sections I, II, V and VII.)
- Change Course Requirements: (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change Delivery Site/Method (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change Total Hours (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change in Program Policies

SECTION VI: Justification

Justify this change and state its likely effect on any other degree program (including those outside the school or college). Identify any program or program components (other than courses) to be eliminated if this program is implemented. (Program and course change forms must also be submitted for such related changes.)

The Department of Psychology has approximately 700 majors and 170 minors, which represents an increase of over 25% in the number of majors and minors over the last two to three years. We are committed to serving our students, but the number of minors has become too large to accommodate. All majors and minors are required to take the nine-hour sequence of General Psychology (PSYC 2003), Statistics (PSYC 2013), and Research Methods (PSYC 3073). It is imperative that our majors complete this sequence early in their careers, because these classes are building blocks for the advanced classes, particularly Advanced Research (PSYC 328V) and Advanced Seminar (PSYC 4283). Until last fall minors and other students outside the department and college were free to enroll without restriction in the Statistics and Research Methods classes, and because they usually waited until their senior year, they would enroll early, thereby preventing many of our majors and minors from enrolling. Our solution to that problem was to make Psychology Major a prerequisite for both Statistics and Research Methods. Now minors can only enroll using the override process, and only if there are available seats. However, due to the large number of majors, there is little or no room for minors. During registration for Spring 2012, there were at least 17 minors who could not enroll in Research Methods and therefore would have been unable to graduate that semester. We made a special, one-time accommodation for these students by allowing them to substitute another upper-level Psychology course to complete the minor.

Research Methods is the lynchpin course in our curriculum, and we cannot continue to offer a minor that does not include this foundational course. The course is writing and labor intensive and taught by faculty only. Students learn to think critically, to conduct their own research, and to write like psychologists. Large sections are not a viable option, so enrollment is capped at about 20 students. Because minors cannot access this course in a timely manner, they will experience unreasonable delays in their graduation. If we are committed to providing students a high quality education, it makes little sense to continue to offer the minor in Psychology. Thus, the most reasonable solution is no longer to offer the minor.

Deleting the Psychology minor should have no impact on other departments or colleges, as the minor is not required. Students will still be able to enroll in Psychology courses which do not have the major as a prerequisite.

SECTION VII: Catalog Text and Format

In the box below, insert the current catalog text which is to be changed, with changes highlighted with the color yellow. Include all proposed changes identified in Section V. Only changes explicitly stated in Section V will be considered for approval by the University Course and Programs Committee, the Graduate Council and the Faculty Senate. If you are proposing a new program, give proposed text with all of the elements listed below. If you are proposing modified text, include these elements as appropriate.

Include the following elements, in order, in the catalog text for proposed undergraduate program(s) or program changes:

- State complete major/program name
- Briefly define or describe the major/program or discipline.
- Identify typical career goals or paths for graduates. (Optional)
- State admission requirements (if any) for entry or entry into upper/advanced level of major/program.
- Identify location in catalog of university, college/school, and department/program requirements which the student must meet in addition to hours in the major, but do not restate these requirements.
- State course requirements in the major and any allied areas, giving number of hours and specific courses; specify electives or elective areas and give numbers of hours and courses in elective pools or categories; identify any other course requirements.
- State any other requirements (required GPA, internship, exit exam, project, thesis, etc.).
- Identify name and requirements for each concentration (if any).
- Specify whether a minor or other program component is allowed or required and provide details.
- State eight-semester plan requirements

For minors, state requirements in terms of hours, required courses, electives, etc.

For graduate program/units, include elements (as needed) parallel to those listed for undergraduate programs above.

For Law School program/units, prepare text consistent with current catalog style.

For centers, prepare text consistent with current catalog style.

Delte the following paragraph. Requirements for a Minor in Psychology: Minimum of 18 hours including PSYC 2003, PSYC 2013, and PSYC 3073. A maximum of three hours of PSYC 206V and/or PSYC 207V can be counted toward meeting the minor requirement. A grade of "C" or better is required in all psychology courses used to satisfy the 18 hours of the minor. In addition, a 2.00 cumulative grade-point average is required on all work completed in the Department of Psychology. A student must notify the department of his or her intent to minor.

SECTION VIII: Action Recorded by Registrar's Office

PROGRAM INVENTORY/DARS

PGRM _____ SUBJ _____ CIP _____ CRTS _____

DGRE _____ PGCT _____ OFFC&CRTY VALID _____

REPORTING CODES

PROG. DEF. _____ REQ. DEF. _____
Initials _____ Date _____

Distribution

Notification to:

- (1) College (2) Department (3) Admissions (4) Institutional Research (5) Continuing Education (6) Graduate School
(7) Treasurer (8) Undergraduate Program Committee

5/12/08