

## UNIVERSITY COURSE AND PROGRAMS COMMITTEE AGENDA

April 22, 2005, 2:30 p.m.

Upchurch Conference Room

1. Approval of minutes for March 18, 2005 (Enclosed)
2. Consent Agenda (Course change proposals can be reviewed at <https://www2.uark.edu/servlet/edu.uark.regr.ccf.Main> or by going to the website of the Registrar and clicking on "Faculty/Staff," then "Curriculum Change Form," and then "View Changes Pending Before the University Course and Programs Committee.") Proposals for new courses are enclosed.
  1. Undergraduate Courses ([Table A](#))
  2. Graduate Courses ([Table B](#))
  3. Dual Credit Courses ([Table C](#))
3. 3. Proposed program changes for Fulbright College of Arts and Sciences: See [Table One](#).
4. 4. Proposed program changes for the College of Education and Health Professions: See [Table Two](#).
5. 5. Other

**TABLE A****UCPC****Undergraduate Courses**

April 22, 2005

COLL	DEPARTMENT NAME	DEPT	CRSE ALPHA	CRSE NUM	CRSE TITLE	CREDIT LEVEL	ACTION	CREDIT HOURS	EFFECTIVE DATE
AFLS	Agricultural, Food & Life Sciences	AFLD	AFLS	3313H	Global Issues in AFLS	U	ANC	3	Fall 2006
ARSC	Anthropology	ANTH	ANTH	4443	Cultural Resource Management I	U	ANC	3	Fall 2005
ARSC	Drama	DRAM	DRAM	3001	Theatre Practicum to Production Practicum	U	CT, CD	1	Fall 2005
ARSC	Drama	DRAM	DRAM	3011	Performance Practicum	U	ANC	1	Fall 2005
ARSC	Geosciences	GEOS	GEOG	3033	Building Materials Field Studies and Laboratory	U	ANC	3	Spring 2006
ARSC	Geosciences	GEOS	GEOL	4641L	Geology Laboratory	U	ELC	1	Fall 2005
ARSC	Geosciences	GEOS	GEOS	3923H	Honors Colloquium	U	ANC	3	Fall 2005
ARSC	History	HIST	HIST	3223	Violence and Conflict in Latin America History	U	ANC	3	Fall 2005
ARSC	Mathematical Sciences	MASC	MATH	2183	Mathematical Reasoning in a Quantitative World	U	ANC	3	Fall 2005
ARSC	Music	MUSC	MUED	4112	Pedagogy in Music Education	U	ANC	2	Fall 2005
ARSC	School of Social Work	SCWK	SCWK	3183 to 4183	Elderly Citizen	U to D	CHN, CEUDC	3	Fall 2005

**ACTION**

ANC= ADD NEW COURSE

ELC= ELIMINATE COURSE

CT= CHANGE TITLE

CD= CHANGE DESCRIPTION

CHN= CHANGE COURSE NUMBER FROM \_\_\_TO\_\_\_

CCH= CHANGE CREDIT HOURS FROM \_\_\_ TO \_\_\_  
CL= CROSS LISTED  
CEUDC= CHANGE EXISTING UNDERGRADUATE COURSE TO DUAL CREDIT  
CEUGC= CHANGE EXISTING UNDERGRADUATE COURSE TO GRADUATE CREDIT  
CEGUC= CHANGE EXISTING DUAL/GRADUATE COURSE TO UNDERGRADUATE CREDIT  
OTH= OTHER  
RA= REACTIVATE COURSE  
IN= INACTIVATE COURSE

TABLE B

## UCPC

## Graduate Courses

April 22, 2005

COLL	DEPARTMENT NAME	DEPT	CRSE ALPHA	CRSE NUM	CRSE TITLE	CREDIT LEVEL	ACTION	CREDIT HOURS	EFFECTIVE DATE
ARSC	Anthropology	ANTH	ANTH	6033	Society and Environment	G	ANC	3	Fall 2005
ARSC	Arts & Science	ARSD	ENDY	5853	Environmental Isotope Geochemistry	G	ANC	3	Fall 2005
ARSC	Arts & Science	ARSD	ENDY	6033	Society and Environment	G	ANC	3	Fall 2005
ARSC	Foreign Languages	FLAN	FLAN	5023 to 4023	Language Teaching and the Internet	G to D	CHN, OTH	3	Fall 2005
ARSC	Foreign Languages	FLAN	FLAN	5033 to 4033	Language Teaching and Video Applications	G to D	CHN, OTH	3	Fall 2005
ARSC	History	HIST	HIST	5313	Reading Seminar in Latin American History	G	ANC	3	Fall 2005
ARSC	History	HIST	HIST	5323	Research Seminar in Latin American History	G	ANC	3	Fall 2005
GRAD	Graduate School	GRSD	UACS	501V	Special Topics in Public Service	G	ANC	variable	Fall 2005
GRAD	Graduate School	GRSD	UACS	502V	Advanced Problems in Public Service	G	ANC	variable	Fall 2005
GRAD	Graduate School	GRSD	UACS	5101	Ethical and Legal Dimensions of Public Service	G	ANC	1	Fall 2005
GRAD	Graduate School	GRSD	UACS	5303	Communication Processes and Conflict Transformation	G	ANC	3	Fall 2005
GRAD	Graduate School	GRSD	UACS	5313	Dynamics of Social Change	G	ANC	3	Fall 2005
GRAD	Graduate School	GRSD	UACS	5323	Leadership in Public Service	G	ANC	3	Fall 2005
GRAD	Graduate School	GRSD	UACS	5333	Analysis for Decision Making in Public Service	G	ANC	3	Fall 2005

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**ACTION**

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CCH= CHANGE CREDIT HOURS FROM \_\_\_ TO \_\_\_

CL= CROSS LISTED

CEUDC= CHANGE EXISTING UNDERGRADUATE COURSE TO DUAL CREDIT

CEUGC= CHANGE EXISTING UNDERGRADUATE COURSE TO GRADUATE CREDIT

CEGUC= CHANGE EXISTING DUAL/GRADUATE COURSE TO UNDERGRADUATE CREDIT

OTH= OTHER

RA= REACTIVATE COURSE

IN= INACTIVATE COURSE

**TABLE C****UCPC****Dual Courses**

April 22, 2005

COLL	DEPARTMENT NAME	DEPT	CRSE ALPHA	CRSE NUM	CRSE TITLE	CREDIT LEVEL	ACTION	CREDIT HOURS	EFFECTIVE DATE
ARSC	Biological Sciences	BISC	BIOL	4793	Introduction to Neurobiology	D	ANC	3	Fall 2005
ARSC	Foreign Languages	FLAN	FLAN	4023 from 5023	Language Teaching and the Internet	D from G	CHN, OTH	3	Fall 2005
ARSC	Foreign Languages	FLAN	FLAN	4033 from 5033	Language Teaching and Video Applications	D from G	CHN, OTH	3	Fall 2005
ARSC	History	HIST	HIST	4743	History of Brazil	D	ELC	3	Fall 2005
ARSC	History	HIST	HIST	4783	History of Modern Mexico	D	ANC	3	Fall 2005
ARSC	School of Social Work	SCWK	SCWK	4183 from 3183	Elderly Citizen	D from U	CHN, CEUDC	3	Fall 2005

**ACTION**

ANC= ADD NEW COURSE

ELC= ELIMINATE COURSE

CT= CHANGE TITLE

CD= CHANGE DESCRIPTION

CHN= CHANGE COURSE NUMBER FROM \_\_\_ TO \_\_\_

CCH= CHANGE CREDIT HOURS FROM \_\_\_ TO \_\_\_

CL= CROSS LISTED

CEUDC= CHANGE EXISTING UNDERGRADUATE COURSE TO DUAL CREDIT

CEUGC= CHANGE EXISTING UNDERGRADUATE COURSE TO GRADUATE CREDIT

CEGUC= CHANGE EXISTING DUAL/GRADUATE COURSE TO UNDERGRADUATE CREDIT

OTH= OTHER

RA= REACTIVATE COURSE

IN= INACTIVATE COURSE

University Course and Programs Committee  
22-Apr-05

**TABLE ONE**

Fulbright College of Arts and Sciences

Fulbright College of Arts and Sciences

AAST-M - Attachment 1A

Change the core course requirements for the minor. Presently, the minor requires 499V (African American Seminar) and HIST 3233 (African American History to 1877) as the core plus an additional nine hours. New core course requirements will be HIST 3233 (African American History to 1877), HIST 3243 (African American History 1877 to Present), and ANTH 4513 (African Religions: Gods, Witches, and Ancestors) or SOCI 4073 (Peoples of East Africa) or ANTH 4583 (Peoples and Cultures of Sub-Saharan Africa) as the core plus an additional six hours.

AAST - Attachment 1B

Change African-American Studies required courses: Delete AAST 499V (African-American Studies Seminar) and SOCI 4123 (Black Ghetto). Add HIST 3243 (African-American History Since 1877) and ANTH 4583 (Peoples and Cultures of Sub-Saharan Africa).

Change list of recommended courses: Delete ANTH 3253 (Cultures of the South). Add ANTH 4513 (African Religions: Gods, Witches, and Ancestors), HIST 3443 (Modern Imperialism), SOCI 3043 (Contemporary Caribbean), SOCI 4123 (Black Ghetto), and "selected Special Topics/Special Studies courses with approval from the AAST advisor."

Department of Geosciences

HPRV-M - Attachments 1C, 1D

Create a minor in Historic Preservation

Department of Journalism

JOURBA - Attachment 1E

Institute a 2.25 overall grade point average or GPA requirement only for the Advertising/Public Relations (Ad/PR) sequence of the Journalism minor. Students must have a GPA of 2.25 or higher to qualify to enroll the AD/PR sequence or in the introductory advertising and public relations classes (JOUR 3723, Advertising Principles, and JOUR 3743, Public Relations Principles). The following statement will also be added: "Students may retake JOUR 3723 and JOUR 3743 only once to earn a grade of 'B' or higher."

### Department of Music

#### MUSCBA - Attachment 1F

Require all music majors to enroll in MUEN 3411 (Concert Choir) during their first semester of their freshman year; transfer students who need to meet this requirement will be expected to enroll in Concert Choir in their first semester of residence.

#### MUSCBM - Attachment 1G

Require all music majors, with exceptions to follow, to enroll in MUEN 3411 (Concert Choir) during the first semester of their freshman year; transfer students who need to meet this requirement will be expected to enroll in Concert Choir in their first semester of residence. Exceptions to the requirement would include all students pursuing the Bachelor of Music (BM) degree for whom voice or piano is the applied area. Also, eliminate MUAC 1381 (Class Instruction in Voice) as a required class in the BM- Music Education degree with either Wind/ Percussion or String emphasis.

#### MUSCBM - Attachment 1H

Eliminate MUTH 3603 (Music Theory III) as a requirement for the Music Education degree program, and add MUED 4112 (Pedagogy in Music Education) as a requirement for the Music Education program.

### School of Social Work

#### SCWKBA - Attachment 1I

Remove the prerequisite requirement of ECON 2143 (Basic Economics: Theory and Practice) from the SCWKBA curriculum.

### **TABLE TWO**

College of Education and Health Professions

### Department of Rehabilitation, Human Resources, and Communication Disorders

#### VOEDBS - Attachments 2A, 2B

Add Black River Technical College as a delivery site for the undergraduate degree completion concentration, VOED - HRD. No changes in the existing program are being made.

#### VOEDBS - Attachments 2C, 2D

Add Rich Mountain Community College as a delivery site for the undergraduate degree completion concentration, VOED - HRD. No changes in the existing program are being made.



# ATTACHMENT 1A

## ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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 \_\_\_\_\_

College Dean \_\_\_\_\_ Date \_\_\_\_\_

Undergraduate Program Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

Graduate Council Chair \_\_\_\_\_ Date \_\_\_\_\_

Faculty Senate Chair \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_

Board of Trustees Approval Date \_\_\_\_\_

Arkansas Higher Education Coordinating Board Approval Date \_\_\_\_\_

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

Academic Unit:  Major/Field of Study  Minor  Other Unit

Level:  Undergraduate  Graduate  Law Effective Catalog Year **2005**

Current Name **African American Studies Minor**

College, School, Division \_\_\_\_\_ Department Code **HIST**

Current Code (6 digit Alpha) **AAST-M** Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program CIP Code  
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.arknet.edu.aadept.html>>.

### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_\_ Effective Catalog Year \_\_\_\_\_

No new students admitted to program after Term: Year: \_\_\_\_  
Allow students in program to complete under this program until Term: \_ Year: \_\_\_\_\_

### SECTION V: Proposed Changes to an Existing Program

**Insert here a statement of the exact changes to be made: The African American Studies Coordinating Committee would like to change the core course requirements for the minor. Presently, the minor requires 499V (African American Seminar), and History 3233 (African American History to 1877) as the core plus an additional nine hours for the completion of the minor. The committee would like the new core course requirements to be History 3233 (African American History to 1877), History 3243 (African American History 1877 to Present, and Anthropology 4513 (African Religions: Gods, Witches, and Ancestors) or Sociology 4073 (Peoples of East Africa) or Anthropology 4583 (Peoples and Cultures of Sub-Saharan Africa as the core plus an additional six hours for the completion of the minor. The catalogue should also be adjusted to list the new members of the African American Studies Coordinating Committee. They are as follows: Yimisi Jimo(English); Gordon Morgan (Sociology); C. Patrick Tyndall (Drama); Charlene Johnson (Education); JoAnn D'Alisera (Anthropology); John Newman (Art); Carl Riley( Fulbright).**

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.)

#### **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 African American Studies coordinating Committee recommends these changes for two reasons. First, we feel that the new core requirements provide students with the historical foundation necessary for a fuller understanding of African American experiences. Second, the 499V course has always fluctuated in terms of specific subject matter and has often gone unoffered. The new core requirements will provide a semester-by-semester consistency to students better assuring that they can fulfill the requirements for the minor.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

Current Catalog Copy:

Students who wish to gain knowledge and understanding of the history, social organization, current status, and problems of African-Americans and of their contributions to the American heritage may elect a combined major in African-American studies together with a major in anthropology, economics, history, philosophy, political science, psychology, sociology, or social welfare.

Requirements for a Combined Major in African-American Studies:

1. Eighteen hours in African-American Studies courses in addition to the requirements for the departmental major;
2. African-American Studies required courses: AAST 499V African-American Studies Seminar, SOCI 3033 American Minorities, SOCI 4123 Black Ghetto, and HIST 3233 African-American History;
3. The remaining six hours will be selected from the following recommended courses: ANTH 3253 Cultures of the South, HIST 4563 The Old South 1607-1865, HIST 4573 The New South 1860 to Present, HIST 4383 The History of Sub-Saharan Africa, SOCI 4073 Peoples of East Africa, WLIT 4993 African Literature;
4. No course can be counted both for African-American Studies and the departmental major.

Requirements for a Minor in African-American Studies: AAST 499V and HIST 3233, and at least 9 hours of approved elective courses. Interested students should consult with the African-American Studies Chairman for selection of appropriate classes. With careful advising, a combined major of African-American Studies and majors other than those listed may be developed to meet student needs. Members of the African-American Studies Committee and interdepartmental committee are Charles Robinson (chair), history; Gordon Morgan, sociology; JoAnn D'Alisera, anthropology; and Eddie W. Jones, music. Students desiring further information may consult with Associate Professor Robinson of the history department.

Proposed Catalog Copy:

Students who wish to gain knowledge and understanding of the history, social organization, current status, and problems of African-Americans and of their contributions to the American heritage may elect a combined major in African-American studies together with a major in anthropology, economics, history, philosophy, political science, psychology, sociology, or social welfare.

Requirements for a Combined Major in African-American Studies:

1. Eighteen hours in African-American Studies courses in addition to the requirements for the departmental major;
2. African-American Studies required courses: HIST 3233 African American History to 1877, HIST 3243 African American History since 1877, SOCI 3033 American Minorities, ANTH 4583 Peoples and Cultures of Sub-Saharan Africa;
3. The remaining six hours will be selected from the following recommended courses:  
ANTH 4513 African Religions: Gods, Witches and Ancestors  
HIST 3443 Modern Imperialism  
HIST 4383 The History of Sub-Saharan Africa  
HIST 4563 The Old South 1607-1865  
HIST 4573 The New South, 1860 to the Present  
SOCI 3043 Contemporary Caribbean  
SOCI 4073 Peoples of East Africa  
SOCI 4123 Black Ghetto  
WLIT 4993 African Literature  
and selected Special Topics/Special Studies courses with approval from AAST advisor;
4. No course can be counted both for African-American Studies and the departmental major.

With careful advising, a combined major of African-American Studies and majors other than those listed may be developed to meet student needs. Members of the African-American Studies Committee and interdepartmental committee are Charles Robinson (chair), history; Yimisi Jimo, English; Gordon Morgan, sociology; C. Patrick Tyndall, drama; Charlene Johnson, education; JoAnn D'Alisera, anthropology; John Newman, art; Carl Riley, arts and sciences.

Requirements for a Minor in African-American Studies: HIST 3233, HIST 3243 and one of the following ANTH 4513, ANTH 4583, or SOCI 4073. In addition, at least 6 hours of approved elective courses. Interested students should consult with the African-American Studies Chairman for selection of appropriate classes.

Students desiring further information may consult with Associate Professor Robinson of the history department.

**SECTION VIII: Action Recorded by Registrar's Office**

PROGRAM INVENTORY/DARS

PGRM \_\_\_ SUBJ \_\_\_ CIP \_\_\_ CRTS

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DGRE \_\_

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REPORTING CODES

PROG. DEF. \_\_

REQ. DEF.

Initials \_\_

Date

Distribution

Notification to:

(1) College  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_ Date

(6) Graduate School

## ATTACHMENT 1B

### ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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

Faculty Senate Chair

Date

College Dean

Date

Provost

Date

Undergraduate Program Committee Chair

Date

Board of Trustees Approval Date

Graduate Council Chair

Date

Arkansas Higher Education Coordinating Board Approval Date

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

Academic Unit:  Major/Field of Study  Minor  Other Unit

Level:  Undergraduate  Graduate  Law Effective Catalog Year **2005**

Current Name **African American Studies Combined Major**

College, School, Division

Department Code **HIST**

Current Code (6 digit Alpha)

**\*\*** Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program

CIP Code  
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  
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#### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year

No new students admitted to program after Term: Year: \_\_\_

Allow students in program to complete under this program until Term: \_ Year:

#### SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: **\*\*Affected program codes: ANAABA, ANAAHA, ECAABA, ECAAHA, HIAABA, PHAABA, PHAAHA, PLAABA, PLAAHA, PSAABA, SOAABA. Change African-American Studies required courses: Delete AAST 499V (African-American Seminar) and SOCI 4123 (Black Ghetto). Add HIST 3243 (African-American History Since 1877 and ANTH 4583 (Peoples and Cultures of Sub-Saharan Africa). Change list of recommended courses: Delete ANTH 3253 (Cultures of the South). Add ANTH 4513 (African Religions: Gods, Witches, and Ancestors), HIST 3443 (Modern Imperialism), SOCI 3043 (Contemporary Caribbean), SOCI 4123 (Black Ghetto) and "selected Special Topics/Special Studies courses with approval from the AAST advisor."**

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.)
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#### **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 new core requirements for the major will provide students with the historical foundation necessary for a fuller understanding of African American experiences. The 499V course has always fluctuated in terms of specific subject matter and has often gone unoffered. The new core requirements will provide a semester-by-semester consistency to students, better assuring that they can fulfill the degree requirements for the AAST combined major. Also, the list of available approved electives needs to be updated.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**Current Catalog Copy:**

**Students who wish to gain knowledge and understanding of the history, social organization, current status, and problems of African-Americans and of their contributions to the American heritage may elect a combined major in African-American studies together with a major in anthropology, economics, history, philosophy, political science, psychology, sociology, or social welfare.**

**Requirements for a Combined Major in African-American Studies:**

- 1. Eighteen hours in African-American Studies courses in addition to the requirements for the departmental major;**
- 2. African-American Studies required courses: AAST 499V African-American Studies Seminar, SOCI 3033 American Minorities, SOCI 4123 Black Ghetto, and HIST 3233 African-American History;**
- 3. The remaining six hours will be selected from the following recommended courses: ANTH 3253 Cultures of the South, HIST 4563 The Old South 1607-1865, HIST 4573 The New South 1860 to Present, HIST 4383 The History of Sub-Saharan Africa, SOCI 4073 Peoples of East Africa, WLIT 4993 African Literature;**
- 4. No course can be counted both for African-American Studies and the departmental major.**

**Requirements for a Minor in African-American Studies: AAST 499V and HIST 3233, and at least 9 hours of approved elective courses. Interested students should consult with the African-American Studies Chairman for selection of appropriate classes. With careful advising, a combined major of African-American Studies and majors other than those listed may be developed to meet student needs. Members of the African-American Studies Committee and interdepartmental committee are Charles Robinson (chair), history; Gordon Morgan, sociology; JoAnn D'Alisera, anthropology; and Eddie W. Jones, music. Students desiring further information may consult with Associate Professor Robinson of the history department.**

**Proposed Catalog Copy:**

**Students who wish to gain knowledge and understanding of the history, social organization, current status, and problems of African-Americans and of their contributions to the American heritage may elect a combined major in African-American studies together with a major in anthropology, economics, history, philosophy, political science, psychology, sociology, or social welfare.**

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- 1. Eighteen hours in African-American Studies courses in addition to the requirements for the departmental major;**
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- 3. The remaining six hours will be selected from the following recommended courses:  
ANTH 4513 African Religions: Gods, Witches and Ancestors  
HIST 3443 Modern Imperialism  
HIST 4383 The History of Sub-Saharan Africa  
HIST 4563 The Old South 1607-1865  
HIST 4573 The New South, 1860 to the Present  
SOCI 3043 Contemporary Caribbean  
SOCI 4073 Peoples of East Africa  
SOCI 4123 Black Ghetto  
WLIT 4993 African Literature  
and selected Special Topics/Special Studies courses with approval from AAST advisor;**
- 4. No course can be counted both for African-American Studies and the departmental major.**

**With careful advising, a combined major of African-American Studies and majors other than those listed may be developed to meet student needs. Members of the African-American Studies Committee and interdepartmental committee are Charles Robinson (chair), history; Yimisi Jimo, English; Gordon Morgan, sociology; C. Patrick Tyndall, drama; Charlene Johnson, education; JoAnn D'Alisera, anthropology; John Newman, art; Carl Riley, arts and sciences.**

**Requirements for a Minor in African-American Studies: HIST 3233, HIST 3243 and one of the following ANTH 4513, ANTH 4583, or SOCI 4073. In addition, at least 6 hours of approved elective courses. Interested students should consult with the African-American Studies Chairman for selection of appropriate classes.**

**Students desiring further information may consult with Associate Professor Robinson of the history department.**

**SECTION VIII: Action Recorded by Registrar's Office**

PROGRAM INVENTORY/DARS

PGRM \_\_\_

SUBJ \_\_\_

CIP \_\_\_

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REPORTING CODES

PROG. DEF. \_\_

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Initials \_\_

Date

Distribution

Notification to:

(1) College  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_ Date

(6) Graduate School



# ATTACHMENT 1C

## ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit  
Level:             Undergraduate     Graduate     Law    Effective Catalog Year **2005**

Current Name

College, School, Division

Department Code **GEOS**

Current Code (6 digit Alpha)

Proposed Code (6 digit Alpha) **HPRV-M**  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program

CIP Code  
Prior assignment from Office of Institutional Research is required.

Proposed Name **Minor in Historic Preservation**

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.arknet.edu.aadept.html>>.

### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year

No new students admitted to program after Term: Year: \_\_\_

Allow students in program to complete under this program until Term: \_ Year:

### SECTION V: Proposed Changes to an Existing Program

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

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.)

## **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.)*

## **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

### **Current Catalog Copy:**

...

**Requirements for a Minor in Geography: 15 hours in geography to include GEOG 1123. At least 6 hours must be numbered 3000 or above and must include one regional and one topical course.**

**Cartography/Remote Sensing GIS Specialization: . . . .**

### **Proposed Catalog Copy:**

**Requirements for a Minor in Geography: 15 hours in geography to include GEOG 1123. At least 6 hours must be numbered 3000 or above and must include one regional and one topical course.**

### **(INSERT TEXT:)**

**Requirements for a Minor in Historic Preservation: 18 hours from each of the following:**

**a. ARCH 1003, or both ARCH 1212 and 1222, or equivalent class in architecture**

**b. GEOG 4063, or LARC 3413, or equivalent class in urban studies**

**c. ANTH 4433, or equivalent class in cultural resources**

- d. GEOL 1133, or equivalent class in the human and physical aspects of the Earth
- e. GEOG 3023 or equivalent class in spatial representation and visualization
- f. GEOG 3033

GEOG 3033 Building Materials Field Studies and Laboratory is the required field and laboratory-based capstone course that will require two weekends (Saturday & Sunday) for completion. The course has been specifically designed for this program and will discuss the nature of building materials (wood, brick, mortar & stone), their identification and properties, weathering & erosion theory, assessment and mitigation (i.e. cleaning, consolidants, innovative trends). It is suggested that this class be taken last in your Program series.

One semester participation in the University of Arkansas' Rome Program will substitute for six (6) credits from class sections a (Architectural History) and b (Urban studies). A supplemental Program internship is suggested in addition to the classes required if the student career path is in Historic Preservation.

(END INSERTED TEXT)

Cartography/Remote Sensing GIS Specialization: . . . .

**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                      Initials \_\_\_                      Date

## ATTACHMENT 1D

### LETTER OF NOTIFICATION – 3 NEW OPTION, CONCENTRATION, EMPHASIS

#### Historic Preservation Program (minor):

1. **Submitting Institution:** University of Arkansas, Fayetteville
2. **Contact person:**  
Thomas R. Paradise, Professor of Geography  
Department of Geosciences  
113 Ozark Hall  
Fayetteville, AR 72701
3. **Contact phone and email:**  
479-575-3159 (office phone number)  
paradise@uark.edu
4. **Proposed effective date:** Fall 2005
5. **Title of Degree Program:** N/A See #8
6. **CIP Code:** Requested
7. **Degree Code:** N/A
8. **Proposed option/concentration/emphasis name:**  
Minor in Historic Preservation
9. **Reason for proposed action:**

Tourism is now the largest global industry with annual tourist spending increasing 6.7% each year. The impact of over one billion annual international visitors has caused many environmentally sensitive sites to deteriorate at accelerated rates. This interdisciplinary Historic Preservation program at the University of Arkansas is designed to improve the alliance of the emerging field of cultural tourism with historic and landscape conservation, architectural preservation, and cultural resource management. Historic preservation is a solid international career direction and an emerging field in the U.S. This program will guide students with a basic knowledge of historic preservation that will prepare them for entry-level careers in cultural tourism, architectural building materials conservation, historic preservation, and cultural heritage management. In most important European universities like l'Università di Roma, Sorbonne, Cambridge and Ca' Foscari in Venice, similar historic preservation programs are now core

curricula for the related fields of anthropology, geography, art history, geology, material science, history, architectural history and regional studies (e.g., European, Middle East Studies). As our regional studies programs grow in size and visibility, this program represents an ideal bridge between the primary majors and the regional study emphases (i.e. Geography and Middle East Studies or European Studies and International Relations). In the U.S., similar programs have been housed in Anthropology (cultural thrust), History (historical focus), Art & Architecture (restoration & conservation) and Geosciences (materials and inter-departmental). Implementation of the Historic Preservation program at the University of Arkansas requires only the organization of current courses and the creation of a capstone course.

#### **10. New option/concentration/emphasis objective:**

As the only program of its kind in this state, this curriculum was created to prepare students with a fundamental expertise in the fields of architectural conservation and preservation and the geographic methodologies associated with cultural landscape interpretation and analysis. Eighteen credits of combined classroom and field, theoretical and applied training will be required over a maximum five-year term for completion. Class equivalencies are permitted with documentation of course requirements (including related course syllabi) and approval of the course instructor, student advisor and Program Coordinator. There are no prerequisites for entry into the program. All except one class is regularly offered on the University of Arkansas Fayetteville campus. Only the capstone course Materials Praxis is a newly created class and will involve a two-weekend participation commitment by the Program students. The program's faculty includes experts, practitioners, and researchers in cultural resource/heritage management, materials science and stone conservation, architectural history and criticism, urban morphology and planning, rock weathering and deterioration and computer cartography. If a student wishes to conduct Historic Preservation research or pursue a related career overseas, it is suggested that they take classes in a University of Arkansas regional studies program (i.e. European, Latin American, Asian or Middle East Studies) in addition to the minor.

**Comment [rgw1]:** The original document mentions additional "documentation and discussion" – but I don't know what that means. It might help to specify this requirement.

#### **11. Provide the following:**

##### **A.) List of Required Courses:**

Requirements for a Minor in Historic Preservation: 18 hours, with at least one class from each of the following areas:

- a. ARCH 1003: General Architecture (offered every semester), or both ARCH 1212 and 1222: Introduction to Architecture I and II (offered every semester), equivalent class in architecture (2-3 credits)
- b. GEOG 4063: Urban Geography (offered annually), or LARC 3413: History of Landscape Architecture (offered annually), or equivalent class in urban studies (3 credits)

- c. ANTH 4433: Cultural Resource Management (offered biannually), or equivalent class in cultural resources-CRM (3 credits)
- d. GEOL 1133: Environmental Geology (offered each semester), or equivalent class in the human and physical aspects of the Earth (3 credits)
- e. GEOG 3023: Computer Cartography & Visualization (offered annually), or equivalent class in spatial representation and visualization (3 credits)
- f. GEOG 3033: Building Materials Field Studies and Laboratory\* (3 credits)

\* This will be a required field and laboratory-based capstone course that will require two weekends (Saturday & Sunday) for completion. Unlike any class at the University, this materials course (GEOG-3033) has been specifically designed for this program and will discuss the nature of building materials (wood, brick, mortar & stone), their identification and properties, weathering & erosion theory, assessment and mitigation (i.e. cleaning, consolidants, innovative trends). Program Coordinator Professor Tom Paradise has taught similar classes in Italy and Jordan.

Note: Participation in the University of Arkansas' ROME STUDY CENTER semester in Rome may be used as an alternative to the required courses from sections a) History of Architecture, and b) Urban Studies for six credits (6). Additional substitutions may be used for supplementary courses (i.e. Hazards & Risk) taken in Italy for a total up to nine (9) credits from involvement in the semester in Rome with the University of Arkansas.

## **B. New Course Descriptions**

GEOG 3033 Building Materials Field Studies and Laboratory  
Study of durable building materials, their availability, strength, deterioration, limitation and utility. Historic construction techniques, identification of architectural materials, architectural elements assessment, causes and mechanisms of deterioration, conservation and treatment of architectural materials, preservation philosophies and standards and creation of a practical field identification kit will also be covered.

ANTH 4443 Cultural Resource Management I  
Concentrated discussion of management problems relative to cultural resources, including review and interpretation of relevant federal legislation, research vs. planning needs, public involvement and sponsor planning, and assessment of resources relative to scientific needs. No field training involved; discussion will deal only with administrative, legal and scientific management problems.

## **C. Program Goals and Objectives**

See #9 and #10

#### **D. Expected student learning outcomes**

Upon finishing this minor in Historic Preservation, and their academic major, students will be able to work in both private and public arenas, improving the alliance between the emerging field of cultural tourism and the fields of historic and landscape conservation, architectural preservation, and cultural resource management. With an ability to identify community needs, as well as their acquired knowledge of materials (i.e. brick, stone), legal issues (i.e. laws, variances, regulations), and technical skills (i.e. cartography, surveying), students will provide a valuable new expertise in this emerging field to communities in the US and abroad.

#### **12. Will the new option be offered via distance delivery?**

This minor will not be offered through distance learning since hands-on applications (materials praxis course) and laboratories (cartography) are fundamental to the program.

#### **13. Mode of delivery to be used:**

Classroom lecture, group discussion, fieldtrips, expert visits, and laboratory studies and demonstrations.

#### **14. Explain in detail the distance delivery procedures to be used:**

No distance delivery procedures are planned.

#### **15. Is the degree approved for distance delivery?**

This minor degree program is not approved for distance delivery.

#### **16. List course in option/concentration/emphasis. Include course descriptions for new courses.**

See #11.

#### **17. Specify the amount of the additional costs required, the source of funds, and how funds will be used.**

At this time, no additional costs are foreseen other than those incurred through the administration of the program. Ultimately, increased funding should be obtained for additional library resources, however current library holdings at the Mullins and Architectural Library, are very good. In addition, current internet sources are sufficient for conservation theory and the praxis class (i.e. Getty Conservation Institute, UNESCO World Heritage, ICOMOS, ICCROM and the World Monuments Fund sites). Once the Program is underway, additional funding will be sought through local (i.e. Historical Organizations), regional (i.e. State Heritage Organizations, Restore America<sup>®</sup>) and international programs (i.e. ICOMOS, World Monuments Fund, UNESCO).

Board of Trustees Approval Date:

Chief Academic Officer

Date:





- 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.)

## **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.)*

**Advertising/Public Relations is a high demand major nationwide. Many advertising and public relations, journalism and mass communication programs have instituted GPA requirements and limited enrollment policies to maintain the quality of education for the students. Such requirements help programs provide quality teaching, limit enrollments to available resources, and better prepare students to work in the field. Some programs enroll students only on a "seats available" basis. Thus students who meet entrance requirement are informed they are not automatically guaranteed acceptance into a program.**

**Major benchmark universities in the region and nationwide have instituted such requirements. For example, the University of Texas-Austin Advertising Department requires students to complete their introductory advertising course with a grade of B or better. Students must also meet an overall GPA of 2.25 to be considered for admission into advertising studies. The University of Georgia Advertising and Public Relations Department requires an overall GPA of 2.5 and does not guarantee acceptance. At Louisiana State University, "students with a 3.00 LSU GPA and a 3.00 cumulative GPA are given priority for admission on a space available basis." At the University of Missouri-Columbia students must maintain a 3.0 GPA "to ensure advancement to upper-class status" and "it may be necessary from time to time to limit enrollment in high-demand areas." It "does not guarantee first choice of sequence" including advertising.**

**Therefore, it is imperative to institute advertising/public relations GPA requirements to help our graduates to be competitive with those from neighboring, benchmark programs such as Texas, Louisiana State and Missouri. We propose instituting a 2.25 GPA entrance requirement in the Advertising/Public Relations Sequence only. Journalism majors must have a GPA of 2.25 or higher to qualify to enroll the Ad/PR sequence or in the introductory advertising and public relations classes (JOUR 3723-Advertising Principles and JOUR 3743-Public Relations Principles). We would retain the existing requirement whereby students must earn a grade of B or better in JOUR 3723 and JOUR 3743 to continue in the sequence.**

**Student demand for the Ad/PR Sequence has increased dramatically over the past two decades. For example, the spring 1986 departmental enrollments were 62 in the Ad/PR sequence, 67 in Broadcast, 96 in Print/News, and 28 undecided for a total of 253 majors. In fall 2004, there were 235 students in the Ad/PR sequence, 97 in the Broadcast sequence, and 68 in the Print/News sequence. (The total is 533, which includes 18 students enrolled in 2 or more sequences.)**

**Thus, over the past two decades, the Ad/PR sequence has grown from the smallest to the largest sequence comprising about half of our majors. Our Ad/PR faculty and resources are strained by this growth. Only two of the department's nine tenured faculty are in Ad/PR. One adjunct instructor also assists in teaching the Ad/PR courses. (We are in the process of trying to hire another Ad/PR tenure-track faculty member.)**

**These demands are exacerbated by our accreditation status (which again is in the best interest of the students). The advanced Ad/PR skills courses are to be taught in a lab and capped at an enrollment of 15 students. In addition, we are trying to build the academic research component of our department. To do so, we need to provide our productive Ad/PR faculty with course load reductions.**

**There are other indications that demand for this subject area will remain strong. The Marketing Department recently inquired if we could offer an Ad/PR minor to their students, estimating that approximately 300 students might be interested. While we cannot offer a minor now or in the foreseeable future, this indicates the additional potential demand for and interest in this subject area.**

**We propose adding only the new GPA requirement at this time to allow access to as many students as possible, yet limit enrollment somewhat to provide a competitive program. By instituting only one additional entrance requirement at a time, it allows us to limit enrollment gradually. That way, we allow as many students as possible to participate in the sequence. It also leaves us additional options for limiting enrollment in the future, if necessary.**

## **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**CURRENT CATALOG TEXT: See the Journalism Department listing on p. 124-125 of the 2004-2005 Catalog of Studies. At the bottom of page 124 the catalog states, "The requirements for each sequence are as follows:" After the News/Editorial listing (on the top of p. 125) comes the existing Advertising/Public Relations catalog listing below:**

**"Advertising/Public Relations: JOUR 3723, JOUR 3743, JOUR 4143, JOUR 4423, and JOUR 4453 are required, plus any three additional journalism courses for which the student has prerequisites. It is recommended that one course choice be an internship. Also required are ECON 2143, MKTG 3433, and MKTG 4553. Ad/PR option students are required to earn a grade of 'B' or higher in both JOUR 3723 and JOUR 3743 to qualify to take all upper level Ad/PR sequence courses."**

**PROPOSED CATALOG TEXT: Advertising/Public Relations: JOUR 3723, JOUR 3743, JOUR 4143, JOUR 4423, and JOUR 4453 are required, plus any three additional journalism courses for which the student has prerequisites. It is recommended that one course choice be an internship. Also required are ECON 2143, MKTG 3433, and MKTG 4553. Students seeking admission to the Ad/PR Sequence must have an overall GPA of 2.25 or higher: 1) to be admitted to the Ad/PR sequence, and 2) to enroll in JOUR 3723 and JOUR 3743. Ad/PR Sequence students also are required to earn a grade of 'B' or higher in both JOUR 3723 and JOUR 3743 to qualify to take all upper level Ad/PR sequence courses. Students may retake JOUR 3723 and JOUR 3743 only once to earn a grade of 'B' or higher.**

## **SECTION VIII: Action Recorded by Registrar's Office**

PROGRAM INVENTORY/DARS

PGRM \_\_\_ SUBJ \_\_\_ CIP \_\_\_ CRTS

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PROG. DEF. \_\_\_ REQ. DEF. Initials \_\_\_ Date

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(7) Treasurer (8) Undergraduate Program Committee Initials \_\_\_ Date



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## **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.)*

**If passed, this new requirement will provide a two-fold benefit to our students: (1) It will provide preparation for our Aural Perception sequence, in which students frequently have trouble singing as is required in the exercises, and (2) For Music Education majors who now have a Voice Class requirement, this required semester of Concert Choir will replace the voice class with a class that should better meet the needs of our students.**

## **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

### **Current Catalog Text:**

#### **Degrees in Music**

**Two baccalaureate degrees in music are available: the Bachelor of Music (see page 95 for general education requirements, see below for more detailed specific requirements), and the Bachelor of Arts with a Major in Music (see page 95 of this catalog for general education requirements, see below for more detailed specific requirements). To achieve junior standing in the curriculum leading to the Bachelor of Arts degree with a major in music and the Bachelor of Music degree, the student must have completed 56 hours and must have maintained a cumulative grade average of "C" in all music courses, with the exception of ensemble, by the end of the fourth semester. The student must also have earned a grade average of not less than "B" in the major applied field of study during the sophomore year. This standing is prerequisite to all 3000-level courses and above in music.**

All music majors are required to enroll in an ensemble in each semester of residence appropriate to their major area and with consent of their adviser.

Piano Proficiency Requirement: Students pursuing a Bachelor of Music degree must pass a piano proficiency examination upon entering the University of Arkansas or must register in piano class until this requirement is met.

On the basis of prior study in music, a student may be advised to omit one or more of the semesters of Aural Perception (MUTH 1621, MUTH 1631, MUTH 2621, MUTH 2631). Students will receive college credit for the omitted aural perception courses when they have validated their higher placement by passing the course in which they are placed with a grade of "B" or better.

....

Requirements for a Major in Music leading to a Bachelor of Music Degree: . . .

...

Music Education, Wind/Percussion: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN to consist of 2 MUEN 3441; 6 selected from MUEN 3431, MUEN 3441, MUEN 3461, MUEN 3481, MUEN 3511; 9 additional MUAC to consist of MUAC 1331, MUAC 1341, MUAC 1351, MUAC 1361, MUAC 1371, MUAC 2141, MUAC 1381, and either MUAC 1301 or MUAC 1311, MUPD 3811, MUED 4293; electives (may include MUTH 1003 and any MUEN): 6.

Music Education, Strings: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN 3431; 8 additional MUAC to consist of 2 chosen from MUAC 1331, MUAC 1341, MUAC 2141, MUAC 1301, MUAC 1311, MUAC 1351, MUAC 1361, MUAC 1371 and MUAC 1381, MUPD 3811, MUED 4273; electives (may include MUTH 1003 and any MUEN): 6.

...

#### Proposed Catalog Text

##### Degrees in Music

Two baccalaureate degrees in music are available: the Bachelor of Music (see page 95 for general education requirements, see below for more detailed specific requirements), and the Bachelor of Arts with a Major in Music (see page 95 of this catalog for general education requirements, see below for more detailed specific requirements). To achieve junior standing in the curriculum leading to the Bachelor of Arts degree with a major in music and the Bachelor of Music degree, the student must have completed 56 hours and must have maintained a cumulative grade average of "C" in all music courses, with the exception of ensemble, by the end of the fourth semester. The student must also have earned a grade average of not less than "B" in the major applied field of study during the sophomore year. This standing is prerequisite to all 3000-level courses and above in music.

All music majors are required to enroll in an ensemble in each semester of residence appropriate to their major area and with consent of their adviser.

All music majors, with exceptions noted below, are required to enroll in MUEN 3411 Concert Choir during the first semester of their freshman year, or in their first semester of residence, for transfer students who have not met this requirement. Exceptions to the requirement would include all students pursuing the Bachelor of Music (BM) degree for whom voice or piano is the major applied area.

Piano Proficiency Requirement: Students pursuing a Bachelor of Music degree must pass a piano proficiency examination upon entering the University of Arkansas or must register in piano class until this requirement is met.

On the basis of prior study in music, a student may be advised to omit one or more of the semesters of Aural Perception (MUTH 1621, MUTH 1631, MUTH 2621, MUTH 2631). Students will receive college credit for the omitted aural perception courses when they have validated their higher placement by passing the course in which they are placed with a grade of "B" or better.

....

Requirements for a Major in Music leading to a Bachelor of Music Degree: . . .

...

Music Education, Wind/Percussion: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN to consist of 2 MUEN 3441; 6 selected from MUEN 3431, MUEN 3441, MUEN 3461, MUEN 3481, MUEN 3511; 9 additional MUAC to consist of MUAC 1331, MUAC 1341, MUAC 1351, MUAC 1361, MUAC 1371, MUAC 2141, and either MUAC 1301 or MUAC 1311, MUPD 3811, MUED 4293; electives (may include MUTH 1003 and any MUEN): 6.

Music Education, Strings: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN 3431; 8 additional MUAC to consist of 2 chosen from MUAC 1331, MUAC 1341, MUAC 2141, MUAC 1301, MUAC 1311, MUAC 1351, MUAC 1361, MUAC 1371, MUPD 3811, MUED 4273; electives (may include MUTH 1003 and any MUEN): 6.

...

**SECTION VIII: Action Recorded by Registrar's Office**

PROGRAM INVENTORY/DARS

PGRM \_\_\_ SUBJ \_\_\_ CIP \_\_\_ CRTS

DGRE \_\_\_ PGCT \_\_\_ OFFC&CRTY VALID

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

# ATTACHMENT 1G

## ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:  Major/Field of Study  Minor  Other Unit  
Level:  Undergraduate  Graduate  Law Effective Catalog Year **2005**

Current Name **MUSCBM**

College, School, Division Department Code **MUSC**

Current Code (6 digit Alpha) **MUSCBM** Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program CIP Code  
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.arknet.edu.aadept.html>>.

### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year  
No new students admitted to program after Term: Year: \_\_\_  
Allow students in program to complete under this program until Term: \_ Year:

### SECTION V: Proposed Changes to an Existing Program



**Insert here a statement of the exact changes to be made: If passed, the proposal (1) would require all music majors, with exceptions to follow, to enroll in MUEN 3411 Concert Choir during the first semester of their freshman year; transfer students who need to meet this requirement will be expected to enroll in Concert Choir in their first semester of residence. Exceptions to this requirement would include all students pursuing the Bachelor of Music (BM) degree for whom voice or piano is the major applied area. (2) Also, if passed the proposal would eliminate MUAC 1381 Class Instruction in Voice as a required class in the BM-Music Education degree with either Wind/Percussion or String emphasis.**

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.)

#### **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.)*

**If passed, this new requirement will provide a two-fold benefit to our students: (1) It will provide preparation for our Aural Perception sequence, in which students frequently have trouble singing as is required in the exercises, and (2) For Music Education majors who now have a Voice Class requirement, this required semester of Concert Choir will replace the voice class with a class that should better meet the needs of our students.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

#### **Current Catalog Text:**

#### **Degrees in Music**

1622.20A p/vcaa 10/1/00  
MUSCBM.doc

C:\program files\qualcomm\eudora\attach\Attach1G.ucpc.042205.age

Two baccalaureate degrees in music are available: the Bachelor of Music (see page 95 for general education requirements, see below for more detailed specific requirements), and the Bachelor of Arts with a Major in Music (see page 95 of this catalog for general education requirements, see below for more detailed specific requirements). To achieve junior standing in the curriculum leading to the Bachelor of Arts degree with a major in music and the Bachelor of Music degree, the student must have completed 56 hours and must have maintained a cumulative grade average of “C” in all music courses, with the exception of ensemble, by the end of the fourth semester. The student must also have earned a grade average of not less than “B” in the major applied field of study during the sophomore year. This standing is prerequisite to all 3000-level courses and above in music.

All music majors are required to enroll in an ensemble in each semester of residence appropriate to their major area and with consent of their adviser.

Piano Proficiency Requirement: Students pursuing a Bachelor of Music degree must pass a piano proficiency examination upon entering the University of Arkansas or must register in piano class until this requirement is met. On the basis of prior study in music, a student may be advised to omit one or more of the semesters of Aural Perception (MUTH 1621, MUTH 1631, MUTH 2621, MUTH 2631). Students will receive college credit for the omitted aural perception courses when they have validated their higher placement by passing the course in which they are placed with a grade of “B” or better.

....

Requirements for a Major in Music leading to a Bachelor of Music Degree: . . .

...

Music Education, Wind/Percussion: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN to consist of 2 MUEN 3441; 6 selected from MUEN 3431, MUEN 3441, MUEN 3461, MUEN 3481, MUEN 3511; 9 additional MUAC to consist of MUAC 1331, MUAC 1341, MUAC 1351, MUAC 1361, MUAC 1371, MUAC 2141, MUAC 1381, and either MUAC 1301 or MUAC 1311, MUPD 3811, MUED 4293; electives (may include MUTH 1003 and any MUEN): 6.

Music Education, Strings: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN 3431; 8 additional MUAC to consist of 2 chosen from MUAC 1331, MUAC 1341, MUAC 2141, MUAC 1301, MUAC 1311, MUAC 1351, MUAC 1361, MUAC 1371 and MUAC 1381, MUPD 3811, MUED 4273; electives (may include MUTH 1003 and any MUEN): 6.

...

#### Proposed Catalog Text

##### Degrees in Music

Two baccalaureate degrees in music are available: the Bachelor of Music (see page 95 for general education requirements, see below for more detailed specific requirements), and the Bachelor of Arts with a Major in Music (see page 95 of this catalog for general education requirements, see below for more detailed specific requirements). To achieve junior standing in the curriculum leading to the Bachelor of Arts degree with a major in music and the Bachelor of Music degree, the student must have completed 56 hours and must have maintained a cumulative grade average of “C” in all music courses, with the exception of ensemble, by the end of the fourth semester. The student must also have earned a grade average of not less than “B” in the major applied field of study during the sophomore year. This standing is prerequisite to all 3000-level courses and above in music.

All music majors are required to enroll in an ensemble in each semester of residence appropriate to their major area and with consent of their adviser.

All music majors, with exceptions noted below, are required to enroll in MUEN 3411 Concert Choir during the first semester of their freshman year, or in their first semester of residence, for transfer students who have not met this requirement. Exceptions to the requirement would include all students pursuing the Bachelor of Music (BM) degree for whom voice or piano is the major applied area.

Piano Proficiency Requirement: Students pursuing a Bachelor of Music degree must pass a piano proficiency examination upon entering the University of Arkansas or must register in piano class until this requirement is met. On the basis of prior study in music, a student may be advised to omit one or more of the semesters of Aural Perception (MUTH 1621, MUTH 1631, MUTH 2621, MUTH 2631). Students will receive college credit for the omitted aural perception courses when they have validated their higher placement by passing the course in which they are placed with a grade of “B” or better.

....

**Requirements for a Major in Music leading to a Bachelor of Music Degree: . . .**

**. . .**

**Music Education, Wind/Percussion: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN to consist of 2 MUEN 3441; 6 selected from MUEN 3431, MUEN 3441, MUEN 3461, MUEN 3481, MUEN 3511; 9 additional MUAC to consist of MUAC 1331, MUAC 1341, MUAC 1351, MUAC 1361, MUAC 1371, MUAC 2141, and either MUAC 1301 or MUAC 1311, MUPD 3811, MUED 4293; electives (may include MUTH 1003 and any MUEN): 6.**

**Music Education, Strings: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN 3431; 8 additional MUAC to consist of 2 chosen from MUAC 1331, MUAC 1341, MUAC 2141, MUAC 1301, MUAC 1311, MUAC 1351, MUAC 1361, MUAC 1371, MUPD 3811, MUED 4273; electives (may include MUTH 1003 and any MUEN): 6.**

**. . .**

**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                      Initials \_\_\_                      Date

# ATTACHMENT 1H

## ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:  Major/Field of Study  Minor  Other Unit  
Level:  Undergraduate  Graduate  Law Effective Catalog Year **2005**

Current Name **MUSIC, Bachelor of Music**

College, School, Division Department Code **MUSC**

Current Code (6 digit Alpha) **MUSCBM** Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program CIP Code  
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.arknet.edu.aadept.html>>.

### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year  
No new students admitted to program after Term: Year: \_\_\_  
Allow students in program to complete under this program until Term: \_ Year:

### SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: **Elimination of MUTH 3603 "Music Theory III" as a requirement for the Music Education degree program, and addition of MUED 4112 Pedagogy in Music Education as a requirement for the Music Education program.**

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.)

## **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.)*

**As per Department of Music Curriculum Committee and Faculty discussion and approval, MUTH 3603 (a study of 18th century counterpoint compositional techniques) does not meet a "relevance test" for current Music Education students.**

**Also, MUED 4112, Pedagogy in Music Education, is proposed as a requirement for upper-level Music Education students. Preparing, presenting, practicing, and assessing music concepts in music classrooms are necessary skills for music education students, and are specifically required of them upon placement at internship sites and in professional environments. Currently no course focuses on providing practice of teaching musical concepts and related, necessary teacher behaviors.**

**The intent of MUED 4112 is to provide additional laboratory (peer teaching) experience, not substitution or duplication of existing MUED 3-4000 level courses.**

## **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

### **Current Catalog Text:**

#### **MUSIC (MUSC)**

**...**

**[sub heading "Degrees in Music" and subsequent boldface heading:]**

#### **Requirements for a Major in Music leading to a Bachelor of Music Degree:**

MUTH 1603, MUTH 1621, MUTH 1631,  
MUTH 2603, MUTH 2621, MUTH 2631,  
MUTH 3603, MUTH 3613, MUTH 4703 . . .

....

Music Education: (all emphases; in addition to requirements for the Bachelor of Music degree listed above) MUTH 4612; 14 MUAP/MUAC (applied, including recital --see below); MUAC 1221, MUAC 1231, MUAC 2221, MUAC 2231 (except for piano majors --see below); 8 MUEN (see below); MUED 2012, MUED 3021, MUED 3833; plus the following specific requirements by emphasis. . . .

Proposed Catalog Text:

MUSIC (MUSC)

...

[sub heading "Degrees in Music" and subsequent boldface heading:]

Requirements for a Major in Music leading to a Bachelor of Music Degree:

MUTH 1603, MUTH 1621, MUTH 1631,  
MUTH 2603, MUTH 2621, MUTH 2631,

MUTH 3603 (except for Music Education majors) , MUTH 3613, MUTH 4703 . . . (no further changes)

...

Music Education: (all emphases; in addition to requirements for the Bachelor of Music degree listed above) MUTH 4612; 14 MUAP/MUAC (applied, including recital --see below); MUAC 1221, MUAC 1231, MUAC 2221, MUAC 2231 (except for piano majors --see below); 8 MUEN (see below); MUED 2012, MUED 3021, MUED 3833, and MUED 4112; plus the following specific requirements by emphasis. . . .

**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 Initials \_\_\_ Date

## ATTACHMENT 2A

### ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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 \_\_\_\_\_

College Dean \_\_\_\_\_ Date \_\_\_\_\_

Undergraduate Program Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

Graduate Council Chair \_\_\_\_\_ Date \_\_\_\_\_

Faculty Senate Chair \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_

Board of Trustees Approval Date \_\_\_\_\_

Arkansas Higher Education Coordinating Board Approval Date \_\_\_\_\_

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

Academic Unit:  Major/Field of Study  Minor  Other Unit

Level:  Undergraduate  Graduate  Law Effective Catalog Year \_\_\_\_\_

Current Name VOED

College, School, Division \_\_\_\_\_

Department Code RHRC

Current Code (6 digit Alpha) \_\_\_\_\_

VOEDBS Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program

CIP Code \_\_\_\_\_  
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.arknet.edu.aadept.html>>.

#### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year \_\_\_\_\_

No new students admitted to program after Term: Year: \_\_\_

Allow students in program to complete under this program until Term: \_ Year: \_\_\_\_\_

#### SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: This is addition of Black River Technical College as a delivery site of the undergraduate degree completion concentration, VOED - HRD concentration. No changes in the existing program are being made.

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.)

**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.)*

**This is addition of Black River Technical College as a delivery site of the undergraduate degree completion concentration, VOED - HRD concentration. No changes in the existing program are being made. There is no other program like this in the state.**

**SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**The name of delivery sites is not listed in the catalog. There will be no change in current catalog text.**

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_ Date

(6) Graduate School

## **ATTACHMENT 2B**

### **Letter of Notification**

#### **TO OFFER AN EXISTING DEGREE**

#### **PROGRAM AT AN OFF-CAMPUS SITE**

1. PROPOSED PROGRAM TITLE--B.S.E. in Vocational Education, Human Resource Development (HRD) concentration
2. CIP CODE REQUESTED – 13.0101
3. CONTACT PERSON

Barbara E. Hinton, College of Education and Health Professions,  
University of Arkansas, GRAD 100, [bhinton@uark.edu](mailto:bhinton@uark.edu), (479) 575-4758

4. PROPOSED STARTING DATE – Fall 2005
5. PROPOSED LOCATION – Black River Technical College
5. PROGRAM SUMMARY

This two-year undergraduate degree-completion program with a concentration in Human Resource Development was designed to serve working adults and has previously been offered at via distance learning technology at eleven community colleges and a historically black university in Arkansas. This is a proposal to add a site at Black River Technical College. This site will join three other off-campus sites in the 10<sup>th</sup> cohort of students, Fall 2005 through Spring 2007. The program, designed for working adults, allows students to complete the General Studies requirements at the community college. Persons with at least five years of work experience may complete the last two years of the baccalaureate degree by taking courses offered via distance learning technology (interactive television and web-based), completing internships at their place of work, and developing portfolios that document prior experiential learning. No additional faculty is required. The off-campus site has access to a new distance-learning laboratory and has agreed to host the program. This program has been extremely successful in the past and is entirely self-supporting. Program delivery is coordinated through the College of Education and Health Professions, the Division of Continuing Education, University of Arkansas, and the host site, Black River Technical College. Library resources, facilities and equipment at the host site will be made available to the students in this program. In addition, resources will be available through the University of Arkansas library via electronic technology and through web-page support by the program faculty.

## 6. NEED FOR THE PROGRAM

Demand for this program has been strong throughout the state. There are students in the Pocahontas-Paragould area who want to join cohort 10. This program was originally based upon a state-wide needs assessment and has been offered at various sites since 1996. Program faculty are constantly updating course content. From 36 to 50 students participate in each new cohort, which starts every fall. Drop out rates are extremely low, averaging 1 to 2%. Many graduates are immediately promoted after completing the degree. Corporate support is excellent, and students conduct their internships with approval of their supervisors. Many employers provide tuition reimbursement to their employees. Through this off-campus program, working adults are provided an opportunity to complete the baccalaureate degree, learn skills appropriate for their workplace, and advance their careers while continuing to live and work in their communities.

## 7. FACULTY

Dr. Dale E. Thompson, Ph.D., Associate Professor, University of Arkansas; Dr. Kit Brooks, Ed. D., Assistant Professor, University of Arkansas, Dr. Barbara E. Hinton, Ed.D., Professor and Department Head, University of Arkansas, Dr. Jules Beck, Ph.D., Assistant Professor and Dr. Sally Carder, Ed.D., Vice President for Technical Education, National Park Community College.

## 8. DESCRIPTION OF RESOURCES

Black River Technical College has a distance-learning laboratory and will host students from the Pocahontas-Paragould area. The library at Black River Technical College will also be available. In addition, program faculty will assist students in accessing the University of Arkansas library through electronic media. Faculty will also provide additional support through web-page supplements.

## 9. PROGRAM COSTS

Costs for administrative support, faculty, equipment, facilities, library resources, research activities, and distance delivery, will be supported on a cost-recovery basis through student tuition. The Division of Continuing Education, University of Arkansas, will administer the program, collect tuition, enroll students, and support faculty travel and salary. No additional costs will be incurred by adding Black River Technical College to the existing rotation.

## 10. SOURCES OF FUNDING

Tuition and fees will be used to support the program on a cost-recovery basis. The Division of Continuing Education, University of Arkansas,

collects tuition and fees, reimburses faculty for travel, pays faculty stipends, and supports marketing of the program through tuition generated by student enrollment in this program.

#### 11. BOARD OF TRUSTEES APPROVAL

The Board of Trustees approved the program on November 15, 1995. This is a request to add an additional off-campus site.

#### 12. SIMILAR PROGRAMS IN ARKANSAS AND IN ADJOINING STATES (BACCALAUREATE AND ABOVE)

There are no other programs like this in Arkansas or in adjoining states.

#### 13. DESEGREGATION

The University of Arkansas had 6.2% black student enrollment in 2001. This undergraduate degree completion program has had 10+% black students each year since 1996. Dropout rates are less than 2%. It is anticipated that the next cohort will be equally successful in attracting and retaining black students.

#### 14. INSTITUTIONAL/CORPORATE AGREEMENTS

A Memorandum of Understanding (MOU) between the University of Arkansas and Black River Technical College and a letter of invitation from Black River Technical College are attached.

## ATTACHMENT 2C

### ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

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

Current Name        VOED

College, School, Division

Department Code RHRC

Current Code (6 digit Alpha)

VOEDBS        Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program

CIP Code  
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.arknet.edu.aadept.html>>.

#### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year

No new students admitted to program after Term: Year: \_\_\_

Allow students in program to complete under this program until Term: \_ Year:

#### SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: This is addition of Rich Mountain Community College as a delivery site of the undergraduate degree completion concentration, VOED - HRD concentration. No changes in the existing program are being made.

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.)

**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.)*

**This is addition of Rich Mountain Community College as a delivery site of the undergraduate degree completion concentration, VOED - HRD concentration. No changes in the existing program are being made. There is no other program like this in the state.**

**SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**The name of delivery sites is not listed in the catalog. There will be no change in current catalog text.**

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_ Date

(6) Graduate School

## **ATTACHMENT 2D**

### **Letter of Notification**

#### **TO OFFER AN EXISTING DEGREE**

#### **PROGRAM AT AN OFF-CAMPUS SITE**

1. PROPOSED PROGRAM TITLE--B.S.E. in Vocational Education, Human Resource Development (HRD) concentration
2. CIP CODE REQUESTED – 13.0101
3. CONTACT PERSON

Barbara E. Hinton, College of Education and Health Professions,  
University of Arkansas, GRAD 100, [bhinton@uark.edu](mailto:bhinton@uark.edu), (479) 575-4758

4. PROPOSED STARTING DATE – Fall 2005
5. PROPOSED LOCATION – Rich Mountain Community College
5. PROGRAM SUMMARY

This two-year undergraduate degree-completion program with a concentration in Human Resource Development was designed to serve working adults and has previously been offered at via distance learning technology at eleven community colleges and a historically black university in Arkansas. This is a proposal to add a site at Rich Mountain Community College. This site will join three other off-campus sites in the 10<sup>th</sup> cohort of students, Fall 2005 through Spring 2007. The program, designed for working adults, allows students to complete the General Studies requirements at the community college. Persons with at least five years of work experience may complete the last two years of the baccalaureate degree by taking courses offered via distance learning technology (interactive television and web-based), completing internships at their place of work, and developing portfolios that document prior experiential learning. No additional faculty is required. The off-campus site has access to a new distance-learning laboratory and has agreed to host the program. This program has been extremely successful in the past and is entirely self-supporting. Program delivery is coordinated through the College of Education and Health Professions, the Division of Continuing Education, University of Arkansas, and the host site, Rich Mountain Community College. Library resources, facilities and equipment at the host site will be made available to the students in this program. In addition, resources will be available through the University of Arkansas library via electronic technology and through web-page support by the program faculty.



## 6. NEED FOR THE PROGRAM

Demand for this program has been strong throughout the state. There are students in the Mena area who want to join cohort 10. This program was originally based upon a state-wide needs assessment and has been offered at various sites since 1996. Program faculty are constantly updating course content. From 36 to 50 students participate in each new cohort, which starts every fall. Drop out rates are extremely low, averaging 1 to 2%. Many graduates are immediately promoted after completing the degree. Corporate support is excellent, and students conduct their internships with approval of their supervisors. Many employers provide tuition reimbursement to their employees. Through this off-campus program, working adults are provided an opportunity to complete the baccalaureate degree, learn skills appropriate for their workplace, and advance their careers while continuing to live and work in their communities.

## 7. FACULTY

Dr. Dale E. Thompson, Ph.D., Associate Professor, University of Arkansas; Dr. Kit Brooks, Ed. D., Assistant Professor, University of Arkansas, Dr. Barbara E. Hinton, Ed.D., Professor and Department Head, University of Arkansas, Dr. Jules Beck, Ph.D., Assistant Professor and Dr. Sally Carder, Ed.D., Vice President for Technical Education, National Park Community College.

## 8. DESCRIPTION OF RESOURCES

Rich Mountain Community College has a distance-learning laboratory and will host students from the Mena area. The library at Rich Mountain Community College will also be available. In addition, program faculty will assist students in accessing the University of Arkansas library through electronic media. Faculty will also provide additional support through web-page supplements.

## 9. PROGRAM COSTS

Costs for administrative support, faculty, equipment, facilities, library resources, research activities, and distance delivery, will be supported on a cost-recovery basis through student tuition. The Division of Continuing Education, University of Arkansas, will administer the program, collect tuition, enroll students, and support faculty travel and salary. No additional costs will be incurred by adding Rich Mountain Community College to the existing rotation.

## 10. SOURCES OF FUNDING

Tuition and fees will be used to support the program on a cost-recovery basis. The Division of Continuing Education, University of Arkansas, collects tuition and fees, reimburses faculty for travel, pays faculty stipends, and supports marketing of the program through tuition generated by student enrollment in this program.

## 11. BOARD OF TRUSTEES APPROVAL

The Board of Trustees approved the program on November 15, 1995. This is a request to add an additional off-campus site.

## 12. SIMILAR PROGRAMS IN ARKANSAS AND IN ADJOINING STATES (BACCALAUREATE AND ABOVE)

There are no other programs like this in Arkansas or in adjoining states.

## 13. DESEGREGATION

The University of Arkansas had 6.2% black student enrollment in 2001. This undergraduate degree completion program has had 10+% black students each year since 1996. Dropout rates are less than 2%. It is anticipated that the next cohort will be equally successful in attracting and retaining black students.

## 14. INSTITUTIONAL/CORPORATE AGREEMENTS

A Memorandum of Understanding (MOU) between the University of Arkansas and Rich Mountain Community College and a letter of invitation from Rich Mountain Community College are attached.

University Course and Programs Committee  
22-Apr-05

**TABLE ONE**

Fulbright College of Arts and Sciences

Fulbright College of Arts and Sciences

AAST-M - Attachment 1A

Change the core course requirements for the minor. Presently, the minor requires 499V (African American Seminar) and HIST 3233 (African American History to 1877) as the core plus an additional nine hours. New core course requirements will be HIST 3233 (African American History to 1877), HIST 3243 (African American History 1877 to Present), and ANTH 4513 (African Religions: Gods, Witches, and Ancestors) or SOCI 4073 (Peoples of East Africa) or ANTH 4583 (Peoples and Cultures of Sub-Saharan Africa) as the core plus an additional six hours.

AAST - Attachment 1B

Change African-American Studies required courses: Delete AAST 499V (African-American Studies Seminar) and SOCI 4123 (Black Ghetto). Add HIST 3243 (African-American History Since 1877) and ANTH 4583 (Peoples and Cultures of Sub-Saharan Africa).

Change list of recommended courses: Delete ANTH 3253 (Cultures of the South). Add ANTH 4513 (African Religions: Gods, Witches, and Ancestors), HIST 3443 (Modern Imperialism), SOCI 3043 (Contemporary Caribbean), SOCI 4123 (Black Ghetto), and "selected Special Topics/Special Studies courses with approval from the AAST advisor."

Department of Geosciences

HPRV-M - Attachments 1C, 1D

Create a minor in Historic Preservation

Department of Journalism

JOURBA - Attachment 1E

Institute a 2.25 overall grade point average or GPA requirement only for the Advertising/Public Relations (Ad/PR) sequence of the Journalism minor. Students must have a GPA of 2.25 or higher to qualify to enroll the AD/PR sequence or in the introductory advertising and public relations classes (JOUR 3723, Advertising Principles, and JOUR 3743, Public Relations Principles). The following statement will also be added: "Students may retake JOUR 3723 and JOUR 3743 only once to earn a grade of 'B' or higher."

### Department of Music

#### MUSCBA - Attachment 1F

Require all music majors to enroll in MUEN 3411 (Concert Choir) during their first semester of their freshman year; transfer students who need to meet this requirement will be expected to enroll in Concert Choir in their first semester of residence.

#### MUSCBM - Attachment 1G

Require all music majors, with exceptions to follow, to enroll in MUEN 3411 (Concert Choir) during the first semester of their freshman year; transfer students who need to meet this requirement will be expected to enroll in Concert Choir in their first semester of residence. Exceptions to the requirement would include all students pursuing the Bachelor of Music (BM) degree for whom voice or piano is the applied area. Also, eliminate MUAC 1381 (Class Instruction in Voice) as a required class in the BM- Music Education degree with either Wind/ Percussion or String emphasis.

#### MUSCBM - Attachment 1H

Eliminate MUTH 3603 (Music Theory III) as a requirement for the Music Education degree program, and add MUED 4112 (Pedagogy in Music Education) as a requirement for the Music Education program.

### School of Social Work

#### SCWKBA - Attachment 1I

Remove the prerequisite requirement of ECON 2143 (Basic Economics: Theory and Practice) from the SCWKBA curriculum.

### **TABLE TWO**

College of Education and Health Professions

### Department of Rehabilitation, Human Resources, and Communication Disorders

#### VOEDBS - Attachments 2A, 2B

Add Black River Technical College as a delivery site for the undergraduate degree completion concentration, VOED - HRD. No changes in the existing program are being made.

#### VOEDBS - Attachments 2C, 2D

Add Rich Mountain Community College as a delivery site for the undergraduate degree completion concentration, VOED - HRD. No changes in the existing program are being made.

# ATTACHMENT 1A

## ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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 \_\_\_\_\_

College Dean \_\_\_\_\_ Date \_\_\_\_\_

Undergraduate Program Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

Graduate Council Chair \_\_\_\_\_ Date \_\_\_\_\_

Faculty Senate Chair \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_

Board of Trustees Approval Date \_\_\_\_\_

Arkansas Higher Education Coordinating Board Approval Date \_\_\_\_\_

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

Academic Unit:  Major/Field of Study  Minor  Other Unit

Level:  Undergraduate  Graduate  Law Effective Catalog Year **2005**

Current Name **African American Studies Minor**

College, School, Division \_\_\_\_\_ Department Code **HIST**

Current Code (6 digit Alpha) **AAST-M** Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program CIP Code  
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.arknet.edu.aadept.html>>.

### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_\_ Effective Catalog Year \_\_\_\_\_

No new students admitted to program after Term: Year: \_\_\_\_  
Allow students in program to complete under this program until Term: \_ Year: \_\_\_\_\_

### SECTION V: Proposed Changes to an Existing Program

**Insert here a statement of the exact changes to be made: The African American Studies Coordinating Committee would like to change the core course requirements for the minor. Presently, the minor requires 499V (African American Seminar), and History 3233 (African American History to 1877) as the core plus an additional nine hours for the completion of the minor. The committee would like the new core course requirements to be History 3233 (African American History to 1877), History 3243 (African American History 1877 to Present, and Anthropology 4513 (African Religions: Gods, Witches, and Ancestors) or Sociology 4073 (Peoples of East Africa) or Anthropology 4583 (Peoples and Cultures of Sub-Saharan Africa as the core plus an additional six hours for the completion of the minor. The catalogue should also be adjusted to list the new members of the African American Studies Coordinating Committee. They are as follows: Yimisi Jimo(English); Gordon Morgan (Sociology); C. Patrick Tyndall (Drama); Charlene Johnson (Education); JoAnn D'Alisera (Anthropology); John Newman (Art); Carl Riley( Fulbright).**

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.)

#### **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 African American Studies coordinating Committee recommends these changes for two reasons. First, we feel that the new core requirements provide students with the historical foundation necessary for a fuller understanding of African American experiences. Second, the 499V course has always fluctuated in terms of specific subject matter and has often gone unoffered. The new core requirements will provide a semester-by-semester consistency to students better assuring that they can fulfill the requirements for the minor.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

Current Catalog Copy:

Students who wish to gain knowledge and understanding of the history, social organization, current status, and problems of African-Americans and of their contributions to the American heritage may elect a combined major in African-American studies together with a major in anthropology, economics, history, philosophy, political science, psychology, sociology, or social welfare.

Requirements for a Combined Major in African-American Studies:

1. Eighteen hours in African-American Studies courses in addition to the requirements for the departmental major;
2. African-American Studies required courses: AAST 499V African-American Studies Seminar, SOCI 3033 American Minorities, SOCI 4123 Black Ghetto, and HIST 3233 African-American History;
3. The remaining six hours will be selected from the following recommended courses: ANTH 3253 Cultures of the South, HIST 4563 The Old South 1607-1865, HIST 4573 The New South 1860 to Present, HIST 4383 The History of Sub-Saharan Africa, SOCI 4073 Peoples of East Africa, WLIT 4993 African Literature;
4. No course can be counted both for African-American Studies and the departmental major.

Requirements for a Minor in African-American Studies: AAST 499V and HIST 3233, and at least 9 hours of approved elective courses. Interested students should consult with the African-American Studies Chairman for selection of appropriate classes. With careful advising, a combined major of African-American Studies and majors other than those listed may be developed to meet student needs. Members of the African-American Studies Committee and interdepartmental committee are Charles Robinson (chair), history; Gordon Morgan, sociology; JoAnn D'Alisera, anthropology; and Eddie W. Jones, music. Students desiring further information may consult with Associate Professor Robinson of the history department.

Proposed Catalog Copy:

Students who wish to gain knowledge and understanding of the history, social organization, current status, and problems of African-Americans and of their contributions to the American heritage may elect a combined major in African-American studies together with a major in anthropology, economics, history, philosophy, political science, psychology, sociology, or social welfare.

Requirements for a Combined Major in African-American Studies:

1. Eighteen hours in African-American Studies courses in addition to the requirements for the departmental major;
2. African-American Studies required courses: HIST 3233 African American History to 1877, HIST 3243 African American History since 1877, SOCI 3033 American Minorities, ANTH 4583 Peoples and Cultures of Sub-Saharan Africa;
3. The remaining six hours will be selected from the following recommended courses:

ANTH 4513 African Religions: Gods, Witches and Ancestors

HIST 3443 Modern Imperialism

HIST 4383 The History of Sub-Saharan Africa

HIST 4563 The Old South 1607-1865

HIST 4573 The New South, 1860 to the Present

SOCI 3043 Contemporary Caribbean

SOCI 4073 Peoples of East Africa

SOCI 4123 Black Ghetto

WLIT 4993 African Literature

and selected Special Topics/Special Studies courses with approval from AAST advisor;

4. No course can be counted both for African-American Studies and the departmental major.

With careful advising, a combined major of African-American Studies and majors other than those listed may be developed to meet student needs. Members of the African-American Studies Committee and interdepartmental committee are Charles Robinson (chair), history; Yimisi Jimo, English; Gordon Morgan, sociology; C. Patrick Tyndall, drama; Charlene Johnson, education; JoAnn D'Alisera, anthropology; John Newman, art; Carl Riley, arts and sciences.

Requirements for a Minor in African-American Studies: HIST 3233, HIST 3243 and one of the following ANTH 4513, ANTH 4583, or SOCI 4073. In addition, at least 6 hours of approved elective courses. Interested students should consult with the African-American Studies Chairman for selection of appropriate classes.

Students desiring further information may consult with Associate Professor Robinson of the history department.

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_ Date

(6) Graduate School



## ATTACHMENT 1B

### ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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 \_\_\_\_\_

College Dean \_\_\_\_\_ Date \_\_\_\_\_

Undergraduate Program Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

Graduate Council Chair \_\_\_\_\_ Date \_\_\_\_\_

Faculty Senate Chair \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_

Board of Trustees Approval Date \_\_\_\_\_

Arkansas Higher Education Coordinating Board Approval Date \_\_\_\_\_

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

Academic Unit:  Major/Field of Study  Minor  Other Unit

Level:  Undergraduate  Graduate  Law Effective Catalog Year **2005**

Current Name **African American Studies Combined Major**

College, School, Division \_\_\_\_\_ Department Code **HIST**

Current Code (6 digit Alpha) \_\_\_\_\_ **\*\*** Proposed Code (6 digit Alpha) \_\_\_\_\_  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program CIP Code \_\_\_\_\_  
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.arknet.edu.aadept.html>>.

#### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year \_\_\_\_\_

No new students admitted to program after Term: Year: \_\_\_  
Allow students in program to complete under this program until Term: \_ Year: \_\_\_\_\_

#### SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: **\*\*Affected program codes: ANAABA, ANAAHA, ECAABA, ECAAHA, HIAABA, PHAABA, PHAAHA, PLAABA, PLAAHA, PSAABA, SOAABA. Change African-American Studies required courses: Delete AAST 499V (African-American Seminar) and SOCI 4123 (Black Ghetto). Add HIST 3243 (African-American History Since 1877 and ANTH 4583 (Peoples and Cultures of Sub-Saharan Africa). Change list of recommended courses: Delete ANTH 3253 (Cultures of the South). Add ANTH 4513 (African Religions: Gods, Witches, and Ancestors), HIST 3443 (Modern Imperialism), SOCI 3043 (Contemporary Caribbean), SOCI 4123 (Black Ghetto) and "selected Special Topics/Special Studies courses with approval from the AAST advisor."**

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.)
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#### **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 new core requirements for the major will provide students with the historical foundation necessary for a fuller understanding of African American experiences. The 499V course has always fluctuated in terms of specific subject matter and has often gone unoffered. The new core requirements will provide a semester-by-semester consistency to students, better assuring that they can fulfill the degree requirements for the AAST combined major. Also, the list of available approved electives needs to be updated.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**Current Catalog Copy:**

Students who wish to gain knowledge and understanding of the history, social organization, current status, and problems of African-Americans and of their contributions to the American heritage may elect a combined major in African-American studies together with a major in anthropology, economics, history, philosophy, political science, psychology, sociology, or social welfare.

**Requirements for a Combined Major in African-American Studies:**

1. Eighteen hours in African-American Studies courses in addition to the requirements for the departmental major;
2. African-American Studies required courses: AAST 499V African-American Studies Seminar, SOCI 3033 American Minorities, SOCI 4123 Black Ghetto, and HIST 3233 African-American History;
3. The remaining six hours will be selected from the following recommended courses: ANTH 3253 Cultures of the South, HIST 4563 The Old South 1607-1865, HIST 4573 The New South 1860 to Present, HIST 4383 The History of Sub-Saharan Africa, SOCI 4073 Peoples of East Africa, WLIT 4993 African Literature;
4. No course can be counted both for African-American Studies and the departmental major.

Requirements for a Minor in African-American Studies: AAST 499V and HIST 3233, and at least 9 hours of approved elective courses. Interested students should consult with the African-American Studies Chairman for selection of appropriate classes. With careful advising, a combined major of African-American Studies and majors other than those listed may be developed to meet student needs. Members of the African-American Studies Committee and interdepartmental committee are Charles Robinson (chair), history; Gordon Morgan, sociology; JoAnn D'Alisera, anthropology; and Eddie W. Jones, music. Students desiring further information may consult with Associate Professor Robinson of the history department.

**Proposed Catalog Copy:**

Students who wish to gain knowledge and understanding of the history, social organization, current status, and problems of African-Americans and of their contributions to the American heritage may elect a combined major in African-American studies together with a major in anthropology, economics, history, philosophy, political science, psychology, sociology, or social welfare.

**Requirements for a Combined Major in African-American Studies:**

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3. The remaining six hours will be selected from the following recommended courses:  
ANTH 4513 African Religions: Gods, Witches and Ancestors  
HIST 3443 Modern Imperialism  
HIST 4383 The History of Sub-Saharan Africa  
HIST 4563 The Old South 1607-1865  
HIST 4573 The New South, 1860 to the Present  
SOCI 3043 Contemporary Caribbean  
SOCI 4073 Peoples of East Africa  
SOCI 4123 Black Ghetto  
WLIT 4993 African Literature
4. No course can be counted both for African-American Studies and the departmental major.

With careful advising, a combined major of African-American Studies and majors other than those listed may be developed to meet student needs. Members of the African-American Studies Committee and interdepartmental committee are Charles Robinson (chair), history; Yimisi Jimo, English; Gordon Morgan, sociology; C. Patrick Tyndall, drama; Charlene Johnson, education; JoAnn D'Alisera, anthropology; John Newman, art; Carl Riley, arts and sciences.

Requirements for a Minor in African-American Studies: HIST 3233, HIST 3243 and one of the following ANTH 4513, ANTH 4583, or SOCI 4073. In addition, at least 6 hours of approved elective courses. Interested students should consult with the African-American Studies Chairman for selection of appropriate classes.

Students desiring further information may consult with Associate Professor Robinson of the history department.

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_ Date

(6) Graduate School

# ATTACHMENT 1C

## ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit  
Level:             Undergraduate     Graduate     Law    Effective Catalog Year **2005**

Current Name

College, School, Division

Department Code **GEOS**

Current Code (6 digit Alpha)

Proposed Code (6 digit Alpha) **HPRV-M**  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program

CIP Code  
Prior assignment from Office of Institutional Research is required.

Proposed Name **Minor in Historic Preservation**

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.arknet.edu.aadept.html>>.

### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year

No new students admitted to program after Term: Year: \_\_\_

Allow students in program to complete under this program until Term: \_ Year:

### SECTION V: Proposed Changes to an Existing Program

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

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.)

## **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.)*

## **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

### **Current Catalog Copy:**

...

**Requirements for a Minor in Geography: 15 hours in geography to include GEOG 1123. At least 6 hours must be numbered 3000 or above and must include one regional and one topical course.**

**Cartography/Remote Sensing GIS Specialization: . . . .**

### **Proposed Catalog Copy:**

**Requirements for a Minor in Geography: 15 hours in geography to include GEOG 1123. At least 6 hours must be numbered 3000 or above and must include one regional and one topical course.**

### **(INSERT TEXT:)**

**Requirements for a Minor in Historic Preservation: 18 hours from each of the following:**

**a. ARCH 1003, or both ARCH 1212 and 1222, or equivalent class in architecture**

**b. GEOG 4063, or LARC 3413, or equivalent class in urban studies**

**c. ANTH 4433, or equivalent class in cultural resources**

- d. GEOL 1133, or equivalent class in the human and physical aspects of the Earth
- e. GEOG 3023 or equivalent class in spatial representation and visualization
- f. GEOG 3033

GEOG 3033 Building Materials Field Studies and Laboratory is the required field and laboratory-based capstone course that will require two weekends (Saturday & Sunday) for completion. The course has been specifically designed for this program and will discuss the nature of building materials (wood, brick, mortar & stone), their identification and properties, weathering & erosion theory, assessment and mitigation (i.e. cleaning, consolidants, innovative trends). It is suggested that this class be taken last in your Program series.

One semester participation in the University of Arkansas' Rome Program will substitute for six (6) credits from class sections a (Architectural History) and b (Urban studies). A supplemental Program internship is suggested in addition to the classes required if the student career path is in Historic Preservation.

(END INSERTED TEXT)

Cartography/Remote Sensing GIS Specialization: . . . .

**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                      Initials \_\_\_                      Date

## ATTACHMENT 1D

### LETTER OF NOTIFICATION – 3 NEW OPTION, CONCENTRATION, EMPHASIS

#### Historic Preservation Program (minor):

1. **Submitting Institution:** University of Arkansas, Fayetteville
2. **Contact person:**  
Thomas R. Paradise, Professor of Geography  
Department of Geosciences  
113 Ozark Hall  
Fayetteville, AR 72701
3. **Contact phone and email:**  
479-575-3159 (office phone number)  
paradise@uark.edu
4. **Proposed effective date:** Fall 2005
5. **Title of Degree Program:** N/A See #8
6. **CIP Code:** Requested
7. **Degree Code:** N/A
8. **Proposed option/concentration/emphasis name:**  
Minor in Historic Preservation
9. **Reason for proposed action:**

Tourism is now the largest global industry with annual tourist spending increasing 6.7% each year. The impact of over one billion annual international visitors has caused many environmentally sensitive sites to deteriorate at accelerated rates. This interdisciplinary Historic Preservation program at the University of Arkansas is designed to improve the alliance of the emerging field of cultural tourism with historic and landscape conservation, architectural preservation, and cultural resource management. Historic preservation is a solid international career direction and an emerging field in the U.S. This program will guide students with a basic knowledge of historic preservation that will prepare them for entry-level careers in cultural tourism, architectural building materials conservation, historic preservation, and cultural heritage management. In most important European universities like l'Università di Roma, Sorbonne, Cambridge and Ca' Foscari in Venice, similar historic preservation programs are now core



curricula for the related fields of anthropology, geography, art history, geology, material science, history, architectural history and regional studies (e.g., European, Middle East Studies). As our regional studies programs grow in size and visibility, this program represents an ideal bridge between the primary majors and the regional study emphases (i.e. Geography and Middle East Studies or European Studies and International Relations). In the U.S., similar programs have been housed in Anthropology (cultural thrust), History (historical focus), Art & Architecture (restoration & conservation) and Geosciences (materials and inter-departmental). Implementation of the Historic Preservation program at the University of Arkansas requires only the organization of current courses and the creation of a capstone course.

#### **10. New option/concentration/emphasis objective:**

As the only program of its kind in this state, this curriculum was created to prepare students with a fundamental expertise in the fields of architectural conservation and preservation and the geographic methodologies associated with cultural landscape interpretation and analysis. Eighteen credits of combined classroom and field, theoretical and applied training will be required over a maximum five-year term for completion. Class equivalencies are permitted with documentation of course requirements (including related course syllabi) and approval of the course instructor, student advisor and Program Coordinator. There are no prerequisites for entry into the program. All except one class is regularly offered on the University of Arkansas Fayetteville campus. Only the capstone course Materials Praxis is a newly created class and will involve a two-weekend participation commitment by the Program students. The program's faculty includes experts, practitioners, and researchers in cultural resource/heritage management, materials science and stone conservation, architectural history and criticism, urban morphology and planning, rock weathering and deterioration and computer cartography. If a student wishes to conduct Historic Preservation research or pursue a related career overseas, it is suggested that they take classes in a University of Arkansas regional studies program (i.e. European, Latin American, Asian or Middle East Studies) in addition to the minor.

**Comment [rgw1]:** The original document mentions additional "documentation and discussion" – but I don't know what that means. It might help to specify this requirement.

#### **11. Provide the following:**

##### **A.) List of Required Courses:**

Requirements for a Minor in Historic Preservation: 18 hours, with at least one class from each of the following areas:

- a. ARCH 1003: General Architecture (offered every semester), or both ARCH 1212 and 1222: Introduction to Architecture I and II (offered every semester), equivalent class in architecture (2-3 credits)
- b. GEOG 4063: Urban Geography (offered annually), or LARC 3413: History of Landscape Architecture (offered annually), or equivalent class in urban studies (3 credits)

- c. ANTH 4433: Cultural Resource Management (offered biannually), or equivalent class in cultural resources-CRM (3 credits)
- d. GEOL 1133: Environmental Geology (offered each semester), or equivalent class in the human and physical aspects of the Earth (3 credits)
- e. GEOG 3023: Computer Cartography & Visualization (offered annually), or equivalent class in spatial representation and visualization (3 credits)
- f. GEOG 3033: Building Materials Field Studies and Laboratory\* (3 credits)

\* This will be a required field and laboratory-based capstone course that will require two weekends (Saturday & Sunday) for completion. Unlike any class at the University, this materials course (GEOG-3033) has been specifically designed for this program and will discuss the nature of building materials (wood, brick, mortar & stone), their identification and properties, weathering & erosion theory, assessment and mitigation (i.e. cleaning, consolidants, innovative trends). Program Coordinator Professor Tom Paradise has taught similar classes in Italy and Jordan.

Note: Participation in the University of Arkansas' ROME STUDY CENTER semester in Rome may be used as an alternative to the required courses from sections a) History of Architecture, and b) Urban Studies for six credits (6). Additional substitutions may be used for supplementary courses (i.e. Hazards & Risk) taken in Italy for a total up to nine (9) credits from involvement in the semester in Rome with the University of Arkansas.

## **B. New Course Descriptions**

GEOG 3033 Building Materials Field Studies and Laboratory  
Study of durable building materials, their availability, strength, deterioration, limitation and utility. Historic construction techniques, identification of architectural materials, architectural elements assessment, causes and mechanisms of deterioration, conservation and treatment of architectural materials, preservation philosophies and standards and creation of a practical field identification kit will also be covered.

ANTH 4443 Cultural Resource Management I  
Concentrated discussion of management problems relative to cultural resources, including review and interpretation of relevant federal legislation, research vs. planning needs, public involvement and sponsor planning, and assessment of resources relative to scientific needs. No field training involved; discussion will deal only with administrative, legal and scientific management problems.

## **C. Program Goals and Objectives**

See #9 and #10

#### **D. Expected student learning outcomes**

Upon finishing this minor in Historic Preservation, and their academic major, students will be able to work in both private and public arenas, improving the alliance between the emerging field of cultural tourism and the fields of historic and landscape conservation, architectural preservation, and cultural resource management. With an ability to identify community needs, as well as their acquired knowledge of materials (i.e. brick, stone), legal issues (i.e. laws, variances, regulations), and technical skills (i.e. cartography, surveying), students will provide a valuable new expertise in this emerging field to communities in the US and abroad.

#### **12. Will the new option be offered via distance delivery?**

This minor will not be offered through distance learning since hands-on applications (materials praxis course) and laboratories (cartography) are fundamental to the program.

#### **13. Mode of delivery to be used:**

Classroom lecture, group discussion, fieldtrips, expert visits, and laboratory studies and demonstrations.

#### **14. Explain in detail the distance delivery procedures to be used:**

No distance delivery procedures are planned.

#### **15. Is the degree approved for distance delivery?**

This minor degree program is not approved for distance delivery.

#### **16. List course in option/concentration/emphasis. Include course descriptions for new courses.**

See #11.

#### **17. Specify the amount of the additional costs required, the source of funds, and how funds will be used.**

At this time, no additional costs are foreseen other than those incurred through the administration of the program. Ultimately, increased funding should be obtained for additional library resources, however current library holdings at the Mullins and Architectural Library, are very good. In addition, current internet sources are sufficient for conservation theory and the praxis class (i.e. Getty Conservation Institute, UNESCO World Heritage, ICOMOS, ICCROM and the World Monuments Fund sites). Once the Program is underway, additional funding will be sought through local (i.e. Historical Organizations), regional (i.e. State Heritage Organizations, Restore America<sup>®</sup>) and international programs (i.e. ICOMOS, World Monuments Fund, UNESCO).

Board of Trustees Approval Date:

Chief Academic Officer

Date:



- 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.)

## **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.)*

**Advertising/Public Relations is a high demand major nationwide. Many advertising and public relations, journalism and mass communication programs have instituted GPA requirements and limited enrollment policies to maintain the quality of education for the students. Such requirements help programs provide quality teaching, limit enrollments to available resources, and better prepare students to work in the field. Some programs enroll students only on a "seats available" basis. Thus students who meet entrance requirement are informed they are not automatically guaranteed acceptance into a program.**

**Major benchmark universities in the region and nationwide have instituted such requirements. For example, the University of Texas-Austin Advertising Department requires students to complete their introductory advertising course with a grade of B or better. Students must also meet an overall GPA of 2.25 to be considered for admission into advertising studies. The University of Georgia Advertising and Public Relations Department requires an overall GPA of 2.5 and does not guarantee acceptance. At Louisiana State University, "students with a 3.00 LSU GPA and a 3.00 cumulative GPA are given priority for admission on a space available basis." At the University of Missouri-Columbia students must maintain a 3.0 GPA "to ensure advancement to upper-class status" and "it may be necessary from time to time to limit enrollment in high-demand areas." It "does not guarantee first choice of sequence" including advertising.**

**Therefore, it is imperative to institute advertising/public relations GPA requirements to help our graduates to be competitive with those from neighboring, benchmark programs such as Texas, Louisiana State and Missouri. We propose instituting a 2.25 GPA entrance requirement in the Advertising/Public Relations Sequence only. Journalism majors must have a GPA of 2.25 or higher to qualify to enroll the Ad/PR sequence or in the introductory advertising and public relations classes (JOUR 3723-Advertising Principles and JOUR 3743-Public Relations Principles). We would retain the existing requirement whereby students must earn a grade of B or better in JOUR 3723 and JOUR 3743 to continue in the sequence.**

**Student demand for the Ad/PR Sequence has increased dramatically over the past two decades. For example, the spring 1986 departmental enrollments were 62 in the Ad/PR sequence, 67 in Broadcast, 96 in Print/News, and 28 undecided for a total of 253 majors. In fall 2004, there were 235 students in the Ad/PR sequence, 97 in the Broadcast sequence, and 68 in the Print/News sequence. (The total is 533, which includes 18 students enrolled in 2 or more sequences.)**

**Thus, over the past two decades, the Ad/PR sequence has grown from the smallest to the largest sequence comprising about half of our majors. Our Ad/PR faculty and resources are strained by this growth. Only two of the department's nine tenured faculty are in Ad/PR. One adjunct instructor also assists in teaching the Ad/PR courses. (We are in the process of trying to hire another Ad/PR tenure-track faculty member.)**

**These demands are exacerbated by our accreditation status (which again is in the best interest of the students). The advanced Ad/PR skills courses are to be taught in a lab and capped at an enrollment of 15 students. In addition, we are trying to build the academic research component of our department. To do so, we need to provide our productive Ad/PR faculty with course load reductions.**

**There are other indications that demand for this subject area will remain strong. The Marketing Department recently inquired if we could offer an Ad/PR minor to their students, estimating that approximately 300 students might be interested. While we cannot offer a minor now or in the foreseeable future, this indicates the additional potential demand for and interest in this subject area.**

**We propose adding only the new GPA requirement at this time to allow access to as many students as possible, yet limit enrollment somewhat to provide a competitive program. By instituting only one additional entrance requirement at a time, it allows us to limit enrollment gradually. That way, we allow as many students as possible to participate in the sequence. It also leaves us additional options for limiting enrollment in the future, if necessary.**

## **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**CURRENT CATALOG TEXT: See the Journalism Department listing on p. 124-125 of the 2004-2005 Catalog of Studies. At the bottom of page 124 the catalog states, "The requirements for each sequence are as follows:" After the News/Editorial listing (on the top of p. 125) comes the existing Advertising/Public Relations catalog listing below:**

**"Advertising/Public Relations: JOUR 3723, JOUR 3743, JOUR 4143, JOUR 4423, and JOUR 4453 are required, plus any three additional journalism courses for which the student has prerequisites. It is recommended that one course choice be an internship. Also required are ECON 2143, MKTG 3433, and MKTG 4553. Ad/PR option students are required to earn a grade of 'B' or higher in both JOUR 3723 and JOUR 3743 to qualify to take all upper level Ad/PR sequence courses."**

**PROPOSED CATALOG TEXT: Advertising/Public Relations: JOUR 3723, JOUR 3743, JOUR 4143, JOUR 4423, and JOUR 4453 are required, plus any three additional journalism courses for which the student has prerequisites. It is recommended that one course choice be an internship. Also required are ECON 2143, MKTG 3433, and MKTG 4553. Students seeking admission to the Ad/PR Sequence must have an overall GPA of 2.25 or higher: 1) to be admitted to the Ad/PR sequence, and 2) to enroll in JOUR 3723 and JOUR 3743. Ad/PR Sequence students also are required to earn a grade of 'B' or higher in both JOUR 3723 and JOUR 3743 to qualify to take all upper level Ad/PR sequence courses. Students may retake JOUR 3723 and JOUR 3743 only once to earn a grade of 'B' or higher.**

## **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 Initials \_\_\_ Date





- 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.)

## **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.)*

**If passed, this new requirement will provide a two-fold benefit to our students: (1) It will provide preparation for our Aural Perception sequence, in which students frequently have trouble singing as is required in the exercises, and (2) For Music Education majors who now have a Voice Class requirement, this required semester of Concert Choir will replace the voice class with a class that should better meet the needs of our students.**

## **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

### **Current Catalog Text:**

#### **Degrees in Music**

**Two baccalaureate degrees in music are available: the Bachelor of Music (see page 95 for general education requirements, see below for more detailed specific requirements), and the Bachelor of Arts with a Major in Music (see page 95 of this catalog for general education requirements, see below for more detailed specific requirements). To achieve junior standing in the curriculum leading to the Bachelor of Arts degree with a major in music and the Bachelor of Music degree, the student must have completed 56 hours and must have maintained a cumulative grade average of "C" in all music courses, with the exception of ensemble, by the end of the fourth semester. The student must also have earned a grade average of not less than "B" in the major applied field of study during the sophomore year. This standing is prerequisite to all 3000-level courses and above in music.**

All music majors are required to enroll in an ensemble in each semester of residence appropriate to their major area and with consent of their adviser.

Piano Proficiency Requirement: Students pursuing a Bachelor of Music degree must pass a piano proficiency examination upon entering the University of Arkansas or must register in piano class until this requirement is met.

On the basis of prior study in music, a student may be advised to omit one or more of the semesters of Aural Perception (MUTH 1621, MUTH 1631, MUTH 2621, MUTH 2631). Students will receive college credit for the omitted aural perception courses when they have validated their higher placement by passing the course in which they are placed with a grade of "B" or better.

....

Requirements for a Major in Music leading to a Bachelor of Music Degree: . . .

...

Music Education, Wind/Percussion: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN to consist of 2 MUEN 3441; 6 selected from MUEN 3431, MUEN 3441, MUEN 3461, MUEN 3481, MUEN 3511; 9 additional MUAC to consist of MUAC 1331, MUAC 1341, MUAC 1351, MUAC 1361, MUAC 1371, MUAC 2141, MUAC 1381, and either MUAC 1301 or MUAC 1311, MUPD 3811, MUED 4293; electives (may include MUTH 1003 and any MUEN): 6.

Music Education, Strings: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN 3431; 8 additional MUAC to consist of 2 chosen from MUAC 1331, MUAC 1341, MUAC 2141, MUAC 1301, MUAC 1311, MUAC 1351, MUAC 1361, MUAC 1371 and MUAC 1381, MUPD 3811, MUED 4273; electives (may include MUTH 1003 and any MUEN): 6.

...

#### Proposed Catalog Text

##### Degrees in Music

Two baccalaureate degrees in music are available: the Bachelor of Music (see page 95 for general education requirements, see below for more detailed specific requirements), and the Bachelor of Arts with a Major in Music (see page 95 of this catalog for general education requirements, see below for more detailed specific requirements). To achieve junior standing in the curriculum leading to the Bachelor of Arts degree with a major in music and the Bachelor of Music degree, the student must have completed 56 hours and must have maintained a cumulative grade average of "C" in all music courses, with the exception of ensemble, by the end of the fourth semester. The student must also have earned a grade average of not less than "B" in the major applied field of study during the sophomore year. This standing is prerequisite to all 3000-level courses and above in music.

All music majors are required to enroll in an ensemble in each semester of residence appropriate to their major area and with consent of their adviser.

All music majors, with exceptions noted below, are required to enroll in MUEN 3411 Concert Choir during the first semester of their freshman year, or in their first semester of residence, for transfer students who have not met this requirement. Exceptions to the requirement would include all students pursuing the Bachelor of Music (BM) degree for whom voice or piano is the major applied area.

Piano Proficiency Requirement: Students pursuing a Bachelor of Music degree must pass a piano proficiency examination upon entering the University of Arkansas or must register in piano class until this requirement is met.

On the basis of prior study in music, a student may be advised to omit one or more of the semesters of Aural Perception (MUTH 1621, MUTH 1631, MUTH 2621, MUTH 2631). Students will receive college credit for the omitted aural perception courses when they have validated their higher placement by passing the course in which they are placed with a grade of "B" or better.

....

Requirements for a Major in Music leading to a Bachelor of Music Degree: . . .

...

Music Education, Wind/Percussion: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN to consist of 2 MUEN 3441; 6 selected from MUEN 3431, MUEN 3441, MUEN 3461, MUEN 3481, MUEN 3511; 9 additional MUAC to consist of MUAC 1331, MUAC 1341, MUAC 1351, MUAC 1361, MUAC 1371, MUAC 2141, and either MUAC 1301 or MUAC 1311, MUPD 3811, MUED 4293; electives (may include MUTH 1003 and any MUEN): 6.

**Music Education, Strings: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN 3431; 8 additional MUAC to consist of 2 chosen from MUAC 1331, MUAC 1341, MUAC 2141, MUAC 1301, MUAC 1311, MUAC 1351, MUAC 1361, MUAC 1371, MUPD 3811, MUED 4273; electives (may include MUTH 1003 and any MUEN): 6.**

...

**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 |                |                            | Initials ___             | Date                |



**Insert here a statement of the exact changes to be made: If passed, the proposal (1) would require all music majors, with exceptions to follow, to enroll in MUEN 3411 Concert Choir during the first semester of their freshman year; transfer students who need to meet this requirement will be expected to enroll in Concert Choir in their first semester of residence. Exceptions to this requirement would include all students pursuing the Bachelor of Music (BM) degree for whom voice or piano is the major applied area. (2) Also, if passed the proposal would eliminate MUAC 1381 Class Instruction in Voice as a required class in the BM-Music Education degree with either Wind/Percussion or String emphasis.**

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.)

#### **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.)*

**If passed, this new requirement will provide a two-fold benefit to our students: (1) It will provide preparation for our Aural Perception sequence, in which students frequently have trouble singing as is required in the exercises, and (2) For Music Education majors who now have a Voice Class requirement, this required semester of Concert Choir will replace the voice class with a class that should better meet the needs of our students.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

#### **Current Catalog Text:**

#### **Degrees in Music**

1622.20A p/vcaa 10/1/00  
MUSCBM.doc

C:\program files\qualcomm\eudora\attach\Attach1G.ucpc.042205.age

Two baccalaureate degrees in music are available: the Bachelor of Music (see page 95 for general education requirements, see below for more detailed specific requirements), and the Bachelor of Arts with a Major in Music (see page 95 of this catalog for general education requirements, see below for more detailed specific requirements). To achieve junior standing in the curriculum leading to the Bachelor of Arts degree with a major in music and the Bachelor of Music degree, the student must have completed 56 hours and must have maintained a cumulative grade average of "C" in all music courses, with the exception of ensemble, by the end of the fourth semester. The student must also have earned a grade average of not less than "B" in the major applied field of study during the sophomore year. This standing is prerequisite to all 3000-level courses and above in music.

All music majors are required to enroll in an ensemble in each semester of residence appropriate to their major area and with consent of their adviser.

Piano Proficiency Requirement: Students pursuing a Bachelor of Music degree must pass a piano proficiency examination upon entering the University of Arkansas or must register in piano class until this requirement is met. On the basis of prior study in music, a student may be advised to omit one or more of the semesters of Aural Perception (MUTH 1621, MUTH 1631, MUTH 2621, MUTH 2631). Students will receive college credit for the omitted aural perception courses when they have validated their higher placement by passing the course in which they are placed with a grade of "B" or better.

....

Requirements for a Major in Music leading to a Bachelor of Music Degree: . . .

...

Music Education, Wind/Percussion: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN to consist of 2 MUEN 3441; 6 selected from MUEN 3431, MUEN 3441, MUEN 3461, MUEN 3481, MUEN 3511; 9 additional MUAC to consist of MUAC 1331, MUAC 1341, MUAC 1351, MUAC 1361, MUAC 1371, MUAC 2141, MUAC 1381, and either MUAC 1301 or MUAC 1311, MUPD 3811, MUED 4293; electives (may include MUTH 1003 and any MUEN): 6.

Music Education, Strings: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN 3431; 8 additional MUAC to consist of 2 chosen from MUAC 1331, MUAC 1341, MUAC 2141, MUAC 1301, MUAC 1311, MUAC 1351, MUAC 1361, MUAC 1371 and MUAC 1381, MUPD 3811, MUED 4273; electives (may include MUTH 1003 and any MUEN): 6.

...

#### Proposed Catalog Text

##### Degrees in Music

Two baccalaureate degrees in music are available: the Bachelor of Music (see page 95 for general education requirements, see below for more detailed specific requirements), and the Bachelor of Arts with a Major in Music (see page 95 of this catalog for general education requirements, see below for more detailed specific requirements). To achieve junior standing in the curriculum leading to the Bachelor of Arts degree with a major in music and the Bachelor of Music degree, the student must have completed 56 hours and must have maintained a cumulative grade average of "C" in all music courses, with the exception of ensemble, by the end of the fourth semester. The student must also have earned a grade average of not less than "B" in the major applied field of study during the sophomore year. This standing is prerequisite to all 3000-level courses and above in music.

All music majors are required to enroll in an ensemble in each semester of residence appropriate to their major area and with consent of their adviser.

All music majors, with exceptions noted below, are required to enroll in MUEN 3411 Concert Choir during the first semester of their freshman year, or in their first semester of residence, for transfer students who have not met this requirement. Exceptions to the requirement would include all students pursuing the Bachelor of Music (BM) degree for whom voice or piano is the major applied area.

Piano Proficiency Requirement: Students pursuing a Bachelor of Music degree must pass a piano proficiency examination upon entering the University of Arkansas or must register in piano class until this requirement is met. On the basis of prior study in music, a student may be advised to omit one or more of the semesters of Aural Perception (MUTH 1621, MUTH 1631, MUTH 2621, MUTH 2631). Students will receive college credit for the omitted aural perception courses when they have validated their higher placement by passing the course in which they are placed with a grade of "B" or better.

....

**Requirements for a Major in Music leading to a Bachelor of Music Degree: . . .**

**. . .**

**Music Education, Wind/Percussion: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN to consist of 2 MUEN 3441; 6 selected from MUEN 3431, MUEN 3441, MUEN 3461, MUEN 3481, MUEN 3511; 9 additional MUAC to consist of MUAC 1331, MUAC 1341, MUAC 1351, MUAC 1361, MUAC 1371, MUAC 2141, and either MUAC 1301 or MUAC 1311, MUPD 3811, MUED 4293; electives (may include MUTH 1003 and any MUEN): 6.**

**Music Education, Strings: 14 MUAP to consist of 8 MUAP 110V; 5 MUAP 310V, MUAP 3201; 8 MUEN 3431; 8 additional MUAC to consist of 2 chosen from MUAC 1331, MUAC 1341, MUAC 2141, MUAC 1301, MUAC 1311, MUAC 1351, MUAC 1361, MUAC 1371, MUPD 3811, MUED 4273; electives (may include MUTH 1003 and any MUEN): 6.**

**. . .**

**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                      Initials \_\_\_                      Date

# ATTACHMENT 1H

## ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:  Major/Field of Study  Minor  Other Unit  
Level:  Undergraduate  Graduate  Law Effective Catalog Year **2005**

Current Name **MUSIC, Bachelor of Music**

College, School, Division Department Code **MUSC**

Current Code (6 digit Alpha) **MUSCBM** Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program CIP Code  
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.arknet.edu.aadept.html>>.

### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year  
No new students admitted to program after Term: Year: \_\_\_  
Allow students in program to complete under this program until Term: \_ Year:

### SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: **Elimination of MUTH 3603 "Music Theory III" as a requirement for the Music Education degree program, and addition of MUED 4112 Pedagogy in Music Education as a requirement for the Music Education program.**

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.)

## **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.)*

**As per Department of Music Curriculum Committee and Faculty discussion and approval, MUTH 3603 (a study of 18th century counterpoint compositional techniques) does not meet a "relevance test" for current Music Education students.**

**Also, MUED 4112, Pedagogy in Music Education, is proposed as a requirement for upper-level Music Education students. Preparing, presenting, practicing, and assessing music concepts in music classrooms are necessary skills for music education students, and are specifically required of them upon placement at internship sites and in professional environments. Currently no course focuses on providing practice of teaching musical concepts and related, necessary teacher behaviors.**

**The intent of MUED 4112 is to provide additional laboratory (peer teaching) experience, not substitution or duplication of existing MUED 3-4000 level courses.**

## **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

### **Current Catalog Text:**

#### **MUSIC (MUSC)**

**...**

**[sub heading "Degrees in Music" and subsequent boldface heading:]**

#### **Requirements for a Major in Music leading to a Bachelor of Music Degree:**

MUTH 1603, MUTH 1621, MUTH 1631,  
MUTH 2603, MUTH 2621, MUTH 2631,  
MUTH 3603, MUTH 3613, MUTH 4703 . . .

....

Music Education: (all emphases; in addition to requirements for the Bachelor of Music degree listed above) MUTH 4612; 14 MUAP/MUAC (applied, including recital --see below); MUAC 1221, MUAC 1231, MUAC 2221, MUAC 2231 (except for piano majors --see below); 8 MUEN (see below); MUED 2012, MUED 3021, MUED 3833; plus the following specific requirements by emphasis. . . .

Proposed Catalog Text:

MUSIC (MUSC)

...

[sub heading "Degrees in Music" and subsequent boldface heading:]

Requirements for a Major in Music leading to a Bachelor of Music Degree:

MUTH 1603, MUTH 1621, MUTH 1631,  
MUTH 2603, MUTH 2621, MUTH 2631,

MUTH 3603 (except for Music Education majors) , MUTH 3613, MUTH 4703 . . . (no further changes)

...

Music Education: (all emphases; in addition to requirements for the Bachelor of Music degree listed above) MUTH 4612; 14 MUAP/MUAC (applied, including recital --see below); MUAC 1221, MUAC 1231, MUAC 2221, MUAC 2231 (except for piano majors --see below); 8 MUEN (see below); MUED 2012, MUED 3021, MUED 3833, and MUED 4112; plus the following specific requirements by emphasis. . . .

**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                      Initials \_\_\_                      Date

## ATTACHMENT 2A

### ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

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

Current Name        VOED

College, School, Division

Department Code RHRC

Current Code (6 digit Alpha)

VOEDBS    Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program

CIP Code  
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.arknet.edu.aadept.html>>.

#### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year

No new students admitted to program after Term: Year: \_\_\_

Allow students in program to complete under this program until Term: \_ Year:

#### SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: This is addition of Black River Technical College as a delivery site of the undergraduate degree completion concentration, VOED - HRD concentration. No changes in the existing program are being made.

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.)

**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.)*

**This is addition of Black River Technical College as a delivery site of the undergraduate degree completion concentration, VOED - HRD concentration. No changes in the existing program are being made. There is no other program like this in the state.**

**SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**The name of delivery sites is not listed in the catalog. There will be no change in current catalog text.**

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_ Date

(6) Graduate School

## **ATTACHMENT 2B**

### **Letter of Notification**

#### **TO OFFER AN EXISTING DEGREE**

#### **PROGRAM AT AN OFF-CAMPUS SITE**

1. PROPOSED PROGRAM TITLE--B.S.E. in Vocational Education, Human Resource Development (HRD) concentration
2. CIP CODE REQUESTED – 13.0101
3. CONTACT PERSON

Barbara E. Hinton, College of Education and Health Professions,  
University of Arkansas, GRAD 100, [bhinton@uark.edu](mailto:bhinton@uark.edu), (479) 575-4758

4. PROPOSED STARTING DATE – Fall 2005
5. PROPOSED LOCATION – Black River Technical College
5. PROGRAM SUMMARY

This two-year undergraduate degree-completion program with a concentration in Human Resource Development was designed to serve working adults and has previously been offered at via distance learning technology at eleven community colleges and a historically black university in Arkansas. This is a proposal to add a site at Black River Technical College. This site will join three other off-campus sites in the 10<sup>th</sup> cohort of students, Fall 2005 through Spring 2007. The program, designed for working adults, allows students to complete the General Studies requirements at the community college. Persons with at least five years of work experience may complete the last two years of the baccalaureate degree by taking courses offered via distance learning technology (interactive television and web-based), completing internships at their place of work, and developing portfolios that document prior experiential learning. No additional faculty is required. The off-campus site has access to a new distance-learning laboratory and has agreed to host the program. This program has been extremely successful in the past and is entirely self-supporting. Program delivery is coordinated through the College of Education and Health Professions, the Division of Continuing Education, University of Arkansas, and the host site, Black River Technical College. Library resources, facilities and equipment at the host site will be made available to the students in this program. In addition, resources will be available through the University of Arkansas library via electronic technology and through web-page support by the program faculty.

## 6. NEED FOR THE PROGRAM

Demand for this program has been strong throughout the state. There are students in the Pocahontas-Paragould area who want to join cohort 10. This program was originally based upon a state-wide needs assessment and has been offered at various sites since 1996. Program faculty are constantly updating course content. From 36 to 50 students participate in each new cohort, which starts every fall. Drop out rates are extremely low, averaging 1 to 2%. Many graduates are immediately promoted after completing the degree. Corporate support is excellent, and students conduct their internships with approval of their supervisors. Many employers provide tuition reimbursement to their employees. Through this off-campus program, working adults are provided an opportunity to complete the baccalaureate degree, learn skills appropriate for their workplace, and advance their careers while continuing to live and work in their communities.

## 7. FACULTY

Dr. Dale E. Thompson, Ph.D., Associate Professor, University of Arkansas; Dr. Kit Brooks, Ed. D., Assistant Professor, University of Arkansas, Dr. Barbara E. Hinton, Ed.D., Professor and Department Head, University of Arkansas, Dr. Jules Beck, Ph.D., Assistant Professor and Dr. Sally Carder, Ed.D., Vice President for Technical Education, National Park Community College.

## 8. DESCRIPTION OF RESOURCES

Black River Technical College has a distance-learning laboratory and will host students from the Pocahontas-Paragould area. The library at Black River Technical College will also be available. In addition, program faculty will assist students in accessing the University of Arkansas library through electronic media. Faculty will also provide additional support through web-page supplements.

## 9. PROGRAM COSTS

Costs for administrative support, faculty, equipment, facilities, library resources, research activities, and distance delivery, will be supported on a cost-recovery basis through student tuition. The Division of Continuing Education, University of Arkansas, will administer the program, collect tuition, enroll students, and support faculty travel and salary. No additional costs will be incurred by adding Black River Technical College to the existing rotation.

## 10. SOURCES OF FUNDING

Tuition and fees will be used to support the program on a cost-recovery basis. The Division of Continuing Education, University of Arkansas,

collects tuition and fees, reimburses faculty for travel, pays faculty stipends, and supports marketing of the program through tuition generated by student enrollment in this program.

#### 11. BOARD OF TRUSTEES APPROVAL

The Board of Trustees approved the program on November 15, 1995. This is a request to add an additional off-campus site.

#### 12. SIMILAR PROGRAMS IN ARKANSAS AND IN ADJOINING STATES (BACCALAUREATE AND ABOVE)

There are no other programs like this in Arkansas or in adjoining states.

#### 13. DESEGREGATION

The University of Arkansas had 6.2% black student enrollment in 2001. This undergraduate degree completion program has had 10+% black students each year since 1996. Dropout rates are less than 2%. It is anticipated that the next cohort will be equally successful in attracting and retaining black students.

#### 14. INSTITUTIONAL/CORPORATE AGREEMENTS

A Memorandum of Understanding (MOU) between the University of Arkansas and Black River Technical College and a letter of invitation from Black River Technical College are attached.



## ATTACHMENT 2C

### ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

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

Current Name **VOED**

College, School, Division

Department Code **RHRC**

Current Code (6 digit Alpha)

**VOEDBS** Proposed Code (6 digit Alpha)  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program

CIP Code  
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.arknet.edu.aadept.html>>.

#### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_ Effective Catalog Year

No new students admitted to program after Term: Year: \_\_\_

Allow students in program to complete under this program until Term: \_ Year:

#### SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: **This is addition of Rich Mountain Community College as a delivery site of the undergraduate degree completion concentration, VOED - HRD concentration. No changes in the existing program are being made.**

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.)

**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.)*

**This is addition of Rich Mountain Community College as a delivery site of the undergraduate degree completion concentration, VOED - HRD concentration. No changes in the existing program are being made. There is no other program like this in the state.**

**SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**The name of delivery sites is not listed in the catalog. There will be no change in current catalog text.**

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_ Date

(6) Graduate School

## **ATTACHMENT 2D**

### **Letter of Notification**

#### **TO OFFER AN EXISTING DEGREE**

#### **PROGRAM AT AN OFF-CAMPUS SITE**

1. PROPOSED PROGRAM TITLE--B.S.E. in Vocational Education, Human Resource Development (HRD) concentration
2. CIP CODE REQUESTED – 13.0101
3. CONTACT PERSON

Barbara E. Hinton, College of Education and Health Professions,  
University of Arkansas, GRAD 100, [bhinton@uark.edu](mailto:bhinton@uark.edu), (479) 575-4758

4. PROPOSED STARTING DATE – Fall 2005
5. PROPOSED LOCATION – Rich Mountain Community College
5. PROGRAM SUMMARY

This two-year undergraduate degree-completion program with a concentration in Human Resource Development was designed to serve working adults and has previously been offered at via distance learning technology at eleven community colleges and a historically black university in Arkansas. This is a proposal to add a site at Rich Mountain Community College. This site will join three other off-campus sites in the 10<sup>th</sup> cohort of students, Fall 2005 through Spring 2007. The program, designed for working adults, allows students to complete the General Studies requirements at the community college. Persons with at least five years of work experience may complete the last two years of the baccalaureate degree by taking courses offered via distance learning technology (interactive television and web-based), completing internships at their place of work, and developing portfolios that document prior experiential learning. No additional faculty is required. The off-campus site has access to a new distance-learning laboratory and has agreed to host the program. This program has been extremely successful in the past and is entirely self-supporting. Program delivery is coordinated through the College of Education and Health Professions, the Division of Continuing Education, University of Arkansas, and the host site, Rich Mountain Community College. Library resources, facilities and equipment at the host site will be made available to the students in this program. In addition, resources will be available through the University of Arkansas library via electronic technology and through web-page support by the program faculty.

## 6. NEED FOR THE PROGRAM

Demand for this program has been strong throughout the state. There are students in the Mena area who want to join cohort 10. This program was originally based upon a state-wide needs assessment and has been offered at various sites since 1996. Program faculty are constantly updating course content. From 36 to 50 students participate in each new cohort, which starts every fall. Drop out rates are extremely low, averaging 1 to 2%. Many graduates are immediately promoted after completing the degree. Corporate support is excellent, and students conduct their internships with approval of their supervisors. Many employers provide tuition reimbursement to their employees. Through this off-campus program, working adults are provided an opportunity to complete the baccalaureate degree, learn skills appropriate for their workplace, and advance their careers while continuing to live and work in their communities.

## 7. FACULTY

Dr. Dale E. Thompson, Ph.D., Associate Professor, University of Arkansas; Dr. Kit Brooks, Ed. D., Assistant Professor, University of Arkansas, Dr. Barbara E. Hinton, Ed.D., Professor and Department Head, University of Arkansas, Dr. Jules Beck, Ph.D., Assistant Professor and Dr. Sally Carder, Ed.D., Vice President for Technical Education, National Park Community College.

## 8. DESCRIPTION OF RESOURCES

Rich Mountain Community College has a distance-learning laboratory and will host students from the Mena area. The library at Rich Mountain Community College will also be available. In addition, program faculty will assist students in accessing the University of Arkansas library through electronic media. Faculty will also provide additional support through web-page supplements.

## 9. PROGRAM COSTS

Costs for administrative support, faculty, equipment, facilities, library resources, research activities, and distance delivery, will be supported on a cost-recovery basis through student tuition. The Division of Continuing Education, University of Arkansas, will administer the program, collect tuition, enroll students, and support faculty travel and salary. No additional costs will be incurred by adding Rich Mountain Community College to the existing rotation.

## 10. SOURCES OF FUNDING

Tuition and fees will be used to support the program on a cost-recovery basis. The Division of Continuing Education, University of Arkansas, collects tuition and fees, reimburses faculty for travel, pays faculty stipends, and supports marketing of the program through tuition generated by student enrollment in this program.

## 11. BOARD OF TRUSTEES APPROVAL

The Board of Trustees approved the program on November 15, 1995. This is a request to add an additional off-campus site.

## 12. SIMILAR PROGRAMS IN ARKANSAS AND IN ADJOINING STATES (BACCALAUREATE AND ABOVE)

There are no other programs like this in Arkansas or in adjoining states.

## 13. DESEGREGATION

The University of Arkansas had 6.2% black student enrollment in 2001. This undergraduate degree completion program has had 10+% black students each year since 1996. Dropout rates are less than 2%. It is anticipated that the next cohort will be equally successful in attracting and retaining black students.

## 14. INSTITUTIONAL/CORPORATE AGREEMENTS

A Memorandum of Understanding (MOU) between the University of Arkansas and Rich Mountain Community College and a letter of invitation from Rich Mountain Community College are attached.