

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

Insert here a statement of the exact changes to be made: **Add a precode for Human Resource and Workforce Development.**

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

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

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

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

SECTION VI: Justification

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

Students who enter the university at any time can declare human resource and workforce development as a major; however, there is an application process that must be completed in order to be formally admitted. We would like the pre-code so students can be identified for better advising and tracking prior to the formal admission.

SECTION VII: Catalog Text and Format

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

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

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

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

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

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

For centers, prepare text consistent with current catalog style.

[Current Catalog]

Human Resource and Workforce Development (HRWD)

The HRWD major is specifically designed for career adults needing to complete a bachelor's degree that opens doors to opportunity and personal growth. HRWD curriculum prepares individuals to apply integrated training, organizational development and career planning and

counseling skills to the design, management, and evaluation of programs to improve individual productivity, employability, and job satisfaction and organizational effectiveness. Includes instruction in psychology, organizational behavior, principles of adult education, occupational counseling, skill testing and evaluation, program design, consulting practice, organizational development and applications to issues such as training, management, development, customer service and total quality management. The plan of study accelerates degree-completion by awarding technical credit for professional certifications and knowledge gained by experience. Online courses are offered on a traditional 15-week semester schedule. Undergraduates also obtain a solid academic base to pursue a graduate degree. This major does not lead to licensure for teachers in Arkansas.

To be eligible for admission into the HRWD program the following criteria must be met:

Be a member of the work force (even if temporarily unemployed) and have three years of full-time work experience or equivalent.

Complete 35 hours of University Core and 6 hours of the Pre-HRWD Core. The 6 hours must be 3 hours English and 3 hours Math to enroll in an HRWD course.

Have a 2.0 minimum GPA.

Students can declare HRWD as their major at zero hours. All HRWD courses are offered online. Students must successfully complete the HRWD 4333 HRD Capstone course during their last semester of course work to complete the degree.

[Proposed Catalog copy]

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To be eligible for admission into the HRWD program the following criteria must be met:

1. Be a member of the work force (even if temporarily unemployed) and have three years of full-time work experience or equivalent.
2. Complete 35 hours of University Core and 6 hours of the Pre-HRWD Core. The 6 hours must be 3 hours English and 3 hours Math to enroll in an HRWD course.
3. Have a 2.0 minimum GPA.

All undergraduate students declaring Human Resource and Workforce Development as a major are accepted as tentative candidates to the program and assigned the pre-HRWD code (PHRWD). Admission into the HRWD major occurs after all HRWD eligibility criteria have been met and prior to enrolling in HRWD courses. Students who meet the workforce and experience criterion can declare PHRWD as their major at zero hours. All HRWD courses are offered online. Students must successfully complete the HRWD 4333 HRD Capstone course during their last semester of course work to complete the degree.

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

8/19/13