ATTACHMENT 3D

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

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

SECTION I: Approvals

_____
Department / Program Chair   Date Submitted

_____
College Dean   Date

_____
Honors College Dean   Date

_____
Core Curriculum Committee   Date

_____
University Course and Programs Committee Date

_____
Vice Provost for Distance Education   Date
(for on-line programs)

_____
Graduate Council Chair   Date

_____
Faculty Senate Chair   Date

_____
Provost   Date

_____
Board of Trustees Approval/Notification Date

_____
Arkansas Higher Education Coordinating Board Approval/Notification Date

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

Academic Unit: ☒ Major/Field of Study   ☐ Minor   ☐ Other Unit _____   ☐ Policy

Level: ☐ Undergraduate   ☒ Graduate   ☐ Law   Effective Catalog Year <u>2014</u>

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

Current Name   **MS Community Health Promotion**

College, School, Division **EDUC**   Department Code **HHPR**

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

☐ Interdisciplinary Program   CIP Code **51.1504**
                                                Prior assignment from Office of Institutional Research is required.

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

SECTION III: Add a New Program/Unit

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

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

SECTION IV: Eliminate an Existing Program/Unit

Code/Name _____   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 or Program Policies

Insert here a statement of the exact changes to be made: Adding a curriculum vitae and a 500 word interest statement as an admission requirement. Changing the GRE score to the new scoring system.

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.)

CHLP faculty believe that it is necessary for students to provide more information prior to admission decisions being made for the CHLPMS program of study. Changing to the new GRE scoring system is necessary to conduct appropriate business and admission of students.

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.

2013-2014 Catalog of Studies:

The Community Health Promotion program prepares students in the area of Community Health (M.S.). The Ph.D. program prepares students with the competencies necessary to perform teaching and research duties both

in private and public sectors including university settings. The minimum number of credit hours required to complete the master's degree is 33 and 60 hours are required to complete the Ph.D.

Prerequisites to M.S. Degree Program: For acceptance to the master's degree programs, the program area requires in addition to the general requirements for admission to the Graduate School, an undergraduate degree in health or in a related field and the following admission standards: an overall undergraduate GPA of 3.00 (or if the overall undergraduate GPA is between 2.70 and 2.99, the student must have a 3.00 GPA on the last 60 hours of undergraduate course work, excluding student teaching, or a GRE score of 1000 on the combined verbal and quantitative parts of the general test).

M.S. Community Health Promotion Degree Program (33 hours)

Required Research Component

ESRM 5393	Statistics in Education and Health Professions (Sp, Su, Fa)	3
or ESRM 6403	Educational Statistics and Data Processing (Sp, Su, Fa)	
HHPR 5353	Research in Health, Human Performance and Recreation (Sp, Su, Fa)	3
Required Courses		
CHLP 4613	Principles of Epidemiology (Fa)	3
CHLP 5533	Models and Theories of Health Behavior (Fa)	3
CHLP 5563	Public Health: Practices and Planning (Sp)	3
CHLP 5573	Principles of Health Education (Fa)	3
Required Project or Master's Thesis		3-6
(3 hours for Independent Research Project; 6 hours for Master's Thesis)		
CHLP 589V	Independent Research (Sp, Su, Fa)	
or CHLP 600V	Master's Thesis (Sp, Su, Fa)	
Approved Electives		9-12
Total Hours		33

<mark>Proposed 2014-2015 Catalog of Study:</mark>

The Community Health Promotion program prepares students in the area of Community Health (M.S.). The Ph.D. program prepares students with the competencies necessary to perform teaching and research duties both in private and public sectors including university settings. The minimum number of credit hours required to complete the master's degree is 33 and 60 hours are required to complete the Ph.D.

Prerequisites to M.S. Degree Program: For acceptance to the master's degree programs, the program area requires in addition to the general requirements for admission to the Graduate School, an undergraduate degree in health or in a related field and the following admission standards: an overall undergraduate GPA of 3.00 (or if the overall undergraduate GPA is between 2.70 and 2.99, the student must have a 3.00 GPA on the last 60 hours of undergraduate course work, excluding student teaching, or a GRE score of ~~1000~~ 297 on the combined verbal and quantitative parts of the general test). <mark>Further, a curriculum vitae and 500 word interest statement needs to be submitted for program admission consideration.</mark>

M.S. Community Health Promotion Degree Program (33 hours)

Required Research Component

ESRM 5393	Statistics in Education and Health Professions (Sp, Su, Fa)	3
or ESRM 6403	Educational Statistics and Data Processing (Sp, Su, Fa)	
HHPR 5353	Research in Health, Human Performance and Recreation (Sp, Su, Fa)	3
Required Courses		
CHLP 4613	Principles of Epidemiology (Fa)	3
CHLP 5533	Models and Theories of Health Behavior (Fa)	3
CHLP 5563	Public Health: Practices and Planning (Sp)	3
CHLP 5573	Principles of Health Education (Fa)	3

Required Project or Master's Thesis	3-6
(3 hours for Independent Research Project; 6 hours for Master's Thesis)	
CHLP 589V Independent Research (Sp, Su, Fa)	
or CHLP 600V Master's Thesis (Sp, Su, Fa)	
Approved Electives	9-12
Total Hours	33

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

8/19/13