

ATTACHMENT 1B

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

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

SECTION I: Approvals

Department / Program Chair Date Submitted Graduate Council Chair Date
College Dean Date Faculty Senate Chair Date
Honors College Dean Date Provost Date
Core Curriculum Committee Date Board of Trustees Approval/Notification Date
University Course and Programs Committee Date Arkansas Higher Education Coordinating Board Approval/Notification Date
Vice Provost for Distance Education Date (for on-line programs)

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

Academic Unit: [ ] Major/Field of Study [X] Minor [ ] Other Unit [ ] Policy
Level: [X] Undergraduate [ ] Graduate [ ] Law Effective Catalog Year 2014

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

Current Name Minor, Crop Management

College, School, Division AFLS Department Code CSES

Current Code (6 digit Alpha) CPMG-M Proposed Code (6 digit Alpha) CPSC-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 Crop Science Minor
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: The following changes are proposed to keep the minor aligned consistently with the major. 1. Change to name of the minor to Crop Science. 2. Delete CSES 2003 Intro to Weed Science, and CSES 4234 Plant Anatomy. 3. Change the pre-req for CSES 4224 Soil Fertility. 4. Change the credit hours to 2 for CSES 3112 Forage Management.

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

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

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

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

## SECTION VI: Justification

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

**The following changes are proposed to keep the minor aligned consistently with the major.**

## 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.**

A student planning to minor in **Crop Management Science** must notify the program adviser for consultation and more detailed information. The **Crop Management Science** Minor consists of 18 semester hours of 2000-level courses or above, including the following:

<a href="#">CSES 2103</a>	Crop Science (Sp)	3
<a href="#">CSES 2203</a>	Soil Science (Fa)	3
Select four with at least two coming from Group A:		12
Group A		
<a href="#">CSES 3112</a>	Forage Management (Even years, Sp)	
<a href="#">CSES 3312</a>	Cotton Production (Even years, Fa)	
<a href="#">CSES 3322</a>	Soybean Production (Odd years, Sp)	
<a href="#">CSES 3332</a>	Rice Production (Odd years, Fa)	
<a href="#">CSES 3342</a>	Cereal Grain Production (Even years, Sp)	
Group B		
<a href="#">CSES 2003</a>	<del>Introduction to Weed Science (Fa)</del>	
<a href="#">CSES 3214</a>	Soil Resources and Nutrient Cycles (Odd years, Sp)	
<a href="#">CSES 4013</a>	Advanced Crop Science ( <del>Sp</del> ) (Fa)	
<a href="#">CSES 4103</a>	Plant Breeding (Even years, Fa)	
<a href="#">CSES 4133</a>	Weed Identification, Morphology, and Ecology (Fa)	
<a href="#">CSES 4143</a>	Principles of Weed Control (Sp)	
<a href="#">CSES 4224</a>	Soil Fertility (Fa)	
<a href="#">CSES 4234</a>	<del>Plant Anatomy (Irregular)</del>	
Total Hours		18

**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