

University Course and Programs Committee

November 19, 2004

MEMBERS PRESENT:

Voting: Charles Adams, Robert Beitle, Bill Curington, Judy Ganson, Patricia Koski, Stephen Langsner, Terry Martin, Louise Montgomery, John Norwood, Charles Riggs, Gary Ritter, Deborah Thomas

Non-Voting: Jean Mitchell

MEMBERS ABSENT:

Voting: Rhonda Adams, Ethel Goodstein, Donna Graham, Jacob Irwin, Paul Millett, Gary Ritter, Dale Thompson, George Wardlow

Non-Voting: Gary McHenry

GUESTS: Margaret Reid

The meeting was called to order at 2:30 p.m. by John Norwood, Chair.

1. As the wrong minutes were attached to the agenda, the approval of the minutes was deferred to the next meeting.
2. Two items were removed from the consent agenda (MATH 5363 and PHYS 5363), and one item (NURS 3423) was added. With those changes, the consent agenda was approved ([Tables A-C](#)).
3. Program changes were approved for the Fulbright College of Arts and Sciences, Undergraduate Programs ([Table D](#), [Attachments D1-D12](#)).

No further business being presented, the committee adjourned at 2:50 p.m.

John Norwood reminded the Committee that the next meeting is on December 17th in the Arkansas Union 513/514.

TABLE A

UCPC

Undergraduate Courses

November 19, 2004

COLL	DEPARTMENT NAME	DEPT	CRSE ALPHA	CRSE NUM	CRSE TITLE	CREDIT LEVEL	ACTION	CREDIT HOURS	EFFECTIVE DATE
AFLS	Human Environmental Science	HESC	HESC	3633	Front Office Management	U	ANC	3	Fall 2004
AFLS	Horticulture	HORT	HORT	464V	Turf Management Internship	D to U	CEGUC	variable	Fall 2004
AFLS	Horticulture	HORT	HORT	465V	Horticulture Merchandising Internship	D to U	CEGUC	variable	Fall 2004
ARSC	Anthropology	ANTH	ANTH	1020D	Introduction Cultural Anthropology Drill	U	ELC	0	Spring 2005
ARSC	Anthropology	ANTH	ANTH	4013	Anthropology Thought	D to U	CEGUC	3	Fall 2004
ARSC	Chemistry	CHBC	CHEM	4813H	Biochemistry I	U	ANC	3	Fall 2004
ARSC	Chemistry	CHBC	CHEM	4843H	Biochemistry II	U	ANC	3	Fall 2004
ARSC	Chemistry	CHBC	CHEM	500V to 400V	Chemistry Research	G to U	CHN, CEGUC	variable	Fall 2004
ARSC	Drama	DRAM	DRAM	272V	Theatrical Production	U	ELC	variable	Fall 2005
ARSC	Drama	DRAM	DRAM	472V	Advanced Theatrical Production	U	ELC	variable	Fall 2005
ARSC	Foreign Languages	FLAN	LATN	3063	Intensive Reading Latin I to Intensive Elementary Latin Reading	U	CT, CD, OTH	3	Fall 2004
ARSC	History	HIST	HIST	3023	The Islamic West, 650 -1600 C.E.	U	ANC	3	Fall 2004
ARSC	History	HIST	HIST	4333	Modern Islamic Thought	U	ANC	3	Fall 2005
ARSC	Journalism	JOUR	JOUR	3333 to 4333	Ethics in Journalism	U to D	CHN, CEUDC	3	Spring 2005
ARSC	Mathematical Sciences	MASC	MATH	3443 to 4443	Complex Variable for Application	U to D	CHN, CEUDC	3	Fall 2005

ARSC	Music	MUSC	MUSC	4903H to 490VH	Honors Essay	U	CHN, CCH	3 to variable	Fall 2004
ARSC	Physics	PHYS	PHYS	1022L	Physics Lab for Elementary Education Majors	U	ANC	2	Fall 2004
EDUC	Nursing	NURS	NURS	3423	Professional Role Implementation I: Caregiver	U	CT,CHN,CCH 3423 to 3424	3 to 4	Spring 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

November 19, 2004

COLL	DEPARTMENT NAME	DEPT	CRSE ALPHA	CRSE NUM	CRSE TITLE	CREDIT LEVEL	ACTION	CREDIT HOURS	EFFECTIVE DATE
ARSC	Anthropology	ANTH	ANTH	4013	Anthropology Thought	D to U	CEGUC	3	Fall 2004
ARSC	Chemistry	CHEM	CHEM	500V to 400V	Chemistry Research	G to U	CHN, CEGUC	variable	Fall 2004
ARSC	Communication	COMM	COMM	5133	Mass Communication Inquiry to Media Processes & Effects	G	CT, CD	3	Fall 2005
ARSC	Physics	PHYS	PHYS	5011	Introduction to Current Physics Research Seminar	G	ANC	1	Fall 2005
ARSC	Physics	PHYS	ASTR	5013 from 4013	Astrophysics	D to G	CHN, OTH	3	Fall 2005
ARSC	Physics	PHYS	PHYS	5033	Design and Fabrication of Scientific Apparatus	G	ANC	3	Summer 2005
ARSC	Physics	PHYS	PHYS	5073	Mathematical Methods of Physics I	G	ANC	3	Spring 2005
ARSC	Physics	PHYS	PHYS	5093	Applications of Group Theory to Physics	G	ANC	3	Spring 2005
ARSC	Physics	PHYS	PHYS	5111	Research Techniques through Laboratory Rotations	G	ANC	1	Spring 2005
ARSC	Physics	PHYS	PHYS	5123	Research Techniques I: Condensed Matter Physics	G	ELC	3	Spring 2005
ARSC	Physics	PHYS	PHYS	5133	Research Techniques I: Atomic, Molecular, and Optical Physics	G	ELC	3	Spring 2005
ARSC	Physics	PHYS	PHYS	5263L	Experiment and Data Analysis	G	ANC	3	Fall 2005

ARSC	Physics	PHYS	PHYS	5333	Advanced Electromagnetic Theory to Electrodynamics	G	CT, CD, OTH	3	Spring 2005
ARSC	Physics	PHYS	ASTR	5653 from 4653	Subatomic Physics	D to G	CHN, OTH	3	Fall 2005
ARSC	Physics	PHYS	PHYS	6123	Research Techniques II: Condensed Matter Physics	G	ELC	3	Fall 2005
ARSC	Physics	PHYS	PHYS	6133	Research Techniques II: Atomic, Molecular, and Optical Physics	G	ELC	3	Fall 2005
GRAD	Graduate School	GRSD	MEPH	5801	Graduate Seminar	G	ELC	1	Fall 2005
GRAD	Graduate School	GRSD	MEPH	6801	Graduate Seminar	G	ELC	1	Fall 2004

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

November 19, 2004

COLL	DEPARTMENT NAME	DEPT	CRSE ALPHA	CRSE NUM	CRSE TITLE	CREDIT LEVEL	ACTION	CREDIT HOURS	EFFECTIVE DATE
AFLS	Human Resources	HESC	HESC	4633	Advanced Hotel Operations	D	ANC	3	Fall 2004
AFLS	Horticulture	HORT	HORT	464V	Turf Management Internship	D to U	CEGUC	variable	Fall 2004
AFLS	Horticulture	HORT	HORT	465V	Horticulture Merchandising Internship	D to U	CEGUC	variable	Fall 2004
ARSC	Anthropology	ANTH	ANTH	4603	Landscape Archaeology	D	ANC	3	Fall 2005
ARSC	History	HIST	HIST	4313	Islamic Theology and Philosophy, 650 - 1700	D	ANC	3	Fall 2005
ARSC	Journalism	JOUR	JOUR	3333 to 4333	Ethics in Journalism	U to D	CHN, CEUDC	3	Spring 2005
ARSC	Mathematical Sciences	MASC	MATH	3443 to 4443	Complex Variable for Application	U to D	CHN, CEUDC	3	Fall 2005
ARSC	Physics	PHYS	ASTR	4013 to 5013	Astrophysics	D to G	CHN, OTH	3	Fall 2005
ARSC	Physics	PHYS	ASTR	4653 to 5653	Subatomic Physics	D to G	CHN, OTH	3	Fall 2005
ARSC	Physics	PHYS	ASTR	4713	Solid State Physics	D	ELC	3	Spring 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

19-Nov-04

TABLE D

Fulbright College of Arts and Sciences

Fulbright College of Arts and Sciences

ASED-M - Attachment D1

Delete the Arts and Sciences Pre-Education Minor

Department of Art

ARTBA (Art History/Criticism concentration) - Attachment D2

Delete the requirement of ARTS 4921 for the major in Art with a concentration in Art History/Criticism.

ARTBA (Studio Art concentration) - Attachment D3

Add ARHS 4823, History of Graphic Design (a new course), as a choice for the requirement in modern art history for the BA in studio art.

ARTBFA - Attachment D4

Allow students to apply for the BFA program after the completion of nine hours of foundation courses, instead of the current 18 hour requirement.

Department of Foreign Languages

JPNB-M - Attachments D5, D6

Create a minor in Japanese with a Business Orientation

Department of Journalism

ENJOBA - Attachment D7

At present, the Journalism program includes the "combined major" option: Journalism/English. In the combined major program, students take a selection of the Journalism and English courses required for the full major in any of the areas. For example, the Journalism/English combined major requires 24 hours of Journalism and 24 hours of English. The change would involve broadening the base of courses that could be taken to satisfy the Journalism requirements for the combined major.

JOPLBA - Attachment D8

At present, the Journalism program includes the "combined major" option: Journalism/Political Science. In the combined major program, students take a selection of the Journalism and Political Science courses required for the full major in any of the areas. For example, the Journalism/Political Science combined major requires 24 hours of Journalism and 24 hours of Political Science. The change would involve broadening the base of courses that could be taken to satisfy the Journalism requirements for the combined major.

Department of Music

MUSMED - Attachment D9

Delete MUSMED as a program code. This does not involve the elimination of any degree program, but merely a program code that was created for advising/degree audit purposes. The degree program still exists in the form of MUSCBM and an appropriate secondary music education/emphasis concentration code.

MUED - Attachment D10

Delete MUED as a program concentration code. This does not involve the elimination of any concentration, but merely a code that should have been eliminated in spring 2002 when new combined emphasis/secondary music education codes were created for better advising/degree audit purposes.

Department of Political Science

PADMBS - Attachment D11

WCOB 1033 (Data Analysis) is being dropped in favor of "STAT 2303 or another data analysis course approved by the BSPA Advisor." The following is being deleted in response to changes in Graduate School requirements: "Dual Enrollment Option for undergraduates interested in entering the MPA program: BSPA students wishing to accelerate their entrance into the MPA program are allowed dual enrollment status during the last semester of undergraduate work. The following courses may be used for dual enrollment purposes: PLSC 4193/5193, PADM 5813, PADM 5823. Students exercising this option must be admitted by the Graduate School and begin their departmental admission process during the semester in which they are dually enrolled."

ATTACHMENT D1

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 **2004**

Current Name **Arts and Sciences Pre-Education Minor**

College, School, Division Department Code **ARSD**

Current Code (6 digit Alpha) **ASED-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 **Arts and Sciences Pre-Education Minor** Effective Catalog Year **2004**

No new students admitted to program after Term: Year: 2004
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.)

The MAT program no longer requires the ASED-M for entrance into the MAT program and are no longer implementing this 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.

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 |

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.)

ARTS 4921 is a capstone course for studio majors and its content is not relevant for art history majors; art history majors have a different capstone course, Individual Research in Art History. The inclusion of the ARTS 4921 course in the Art History concentration section of the catalogue was a clerical error, not approved by the faculty at the time that ARTS 4921 was created..

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 text:

Requirements for a Major in Art with a Concentration in Art History/Criticism: A minimum of 40 semester hours, including ARTS 1313, ARTS 1323, ARTS 1013, ARTS 2013, ARTS 4921, and ARHS 2913, ARHS 2923. In addition to the preceding requirements, two courses selected from ARHS 4833, ARHS 4843, ARHS 4853, ARHS 4863, ARHS 4873, two courses selected from ARHS 4813, ARHS 4883, ARHS 4893, ARHS 4913, ARHS 4923. In addition, ARHS 4963, Individual Research in Art History, one seminar course in art history or art criticism, and one elective course in art history or studio art. No art major may present ARHS 1003 or ARTS 1003, or any other art course, to satisfy the college fine arts requirement.

Proposed text (with requirement deleted):

Requirements for a Major in Art with a Concentration in Art History/Criticism: A minimum of 40 semester hours, including ARTS 1313, ARTS 1323, ARTS 1013, ARTS 2013, and ARHS 2913, ARHS 2923. In addition to the preceding requirements, two courses selected from ARHS 4833, ARHS 4843, ARHS 4853, ARHS 4863, ARHS 4873, two courses selected from ARHS 4813, ARHS 4883, ARHS 4893, ARHS 4913, ARHS

4923. In addition, ARHS 4963, Individual Research in Art History, one seminar course in art history or art criticism, and one elective course in art history or studio art. No art major may present ARHS 1003 or ARTS 1003, or any other art course, to satisfy the college fine arts requirement.

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 D3

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 Department of Art

College, School, Division ARSC Department Code ARTS

Current Code (6 digit Alpha) ARTSBA 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: We wish to add ARHS 4823, History of Graphic Design (a new course) as a choice for the requirement in modern art history for the BA in studio art.

1622.20A p/vcaa 10/1/00

AttachD3.ucpc.111904.age ARTBA211

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.) **We wish to expand the available choices within the art history offerings, and this course is of particular relevance to majors working in visual design, which constitute a large percentage of our majors.***

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 catalogue text:

Requirements for an Art Major: A minimum of 40 semester hours, including ARTS 1313, ARTS 1323, ARTS 1013, ARTS 2013, ARTS 4921, and at least 12 hours in art history/criticism to include: ARHS 2913 (Survey I) and 2923 (Survey II), one course from ARHS 4833 (Ancient), ARHS 4843 (Medieval), ARHS 4853 (Italian Renaissance), ARHS 4863 (Northern Renaissance), ARHS 4873 (Baroque), one course from ARHS 4883 (19th Century European), ARHS 4893 (20th Century European), ARHS 4913 (American Art to 1900), ARHS 4923 (American Art Since 1900), ARHS 4933 (Seminar in Contemporary Art), ARHS 4813 (History of Photography). In addition to the freshman year block of courses, the art major must complete a minimum of three semesters in one specialty area of art and a minimum of two semesters in a second area. A faculty-supervised critique of the work of each student is required before commencement. Areas of selection are drawing, painting, sculpture, design, printmaking, ceramics, photography, and graphic design. No art major may present ARTS 1003 or ARHS 1003, or any other art course, to satisfy the college fine arts requirement.

Proposed text:

Requirements for an Art Major: A minimum of 40 semester hours, including ARTS 1313, ARTS 1323, ARTS 1013, ARTS 2013, ARTS 4921, and at least 12 hours in art history/criticism to include: ARHS 2913 (Survey I) and 2923 (Survey II), one course from ARHS 4833 (Ancient), ARHS 4843 (Medieval), ARHS 4853 (Italian Renaissance), ARHS 4863 (Northern Renaissance), ARHS 4873 (Baroque), one course from ARHS 4883 (19th Century European), ARHS 4893 (20th Century European), ARHS 4913 (American Art to 1900), ARHS 4923 (American Art Since 1900),

1622.20A p/vcaa 10/1/00

AttachD3.ucpc.111904.age ARTBA211

ARHS 4933 (Seminar in Contemporary Art), ARHS 4813 (History of Photography), **ARHS 4823 (History of Graphic Design)**. In addition to the freshman year block of courses, the art major must complete a minimum of three semesters in one specialty area of art and a minimum of two semesters in a second area. A faculty-supervised critique of the work of each student is required before commencement. Areas of selection are drawing, painting, sculpture, design, printmaking, ceramics, photography, and graphic design. No art major may present ARTS 1003 or ARHS 1003, or any other art course, to satisfy the college fine arts requirement.

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.) **This change will facilitate student graduation and advising by allowing students to know earlier in their program whether they are on a BA or BFA track.***

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 catalogue text: Admission: Students earning a grade-point average of 3.00 or higher in art, after the completion of the foundations requirements and who have maintained an overall grade-point average of 2.00 are eligible to make application to the B.F.A. degree program.

Proposed text: Admission: Students who have earned a grade-point average of 3.00 or higher in art after completion of ARTS 1013, 1313, and 1323, and who have maintained an overall grade-point average of 2.00 are eligible to make application to the B.F.A. degree program.

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 D5

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 _____

College, School, Division _____

Department Code **FLAN**

Current Code (6 digit Alpha) _____

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

Interdisciplinary Program

CIP Code **16.0302**
Prior assignment from Office of Institutional Research is required.

Proposed Name **Minor in Japanese with a Business Orientation**

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.)

1622.20A p/vcaa 10/1/00
M1.DOC

C:\program files\qualcomm\eudora\attach\AttachD5.ucpc.111904.age JPNB-

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 Text:

Requirements for a Minor in Foreign Languages with a Business Orientation:

French: Courses required are FREN 3003, FREN 3103, FREN 4003, and FREN 4333.

Spanish: Courses required are SPAN 3003, SPAN 3033, SPAN 3103, SPAN 4003, and SPAN 4333.

In some cases, specific course requirements may be adjusted to the individual needs of the candidate with the permission of the Spanish adviser.

Proposed Catalog Text:

Requirements for a Minor in Foreign Languages with a Business Orientation:

French: Courses required are FREN 3003, FREN 3103, FREN 4003, and FREN 4333.

Spanish: Courses required are SPAN 3003, SPAN 3033, SPAN 3103, SPAN 4003, and SPAN 4333.

In some cases, specific course requirements may be adjusted to the individual needs of the candidate with the permission of the Spanish adviser.

[INSERT THE FOLLOWING:]

Japanese: Courses required are JAPN 3003, JAPN 3013, JAPN 3033, and JAPN 4333. In addition to these four courses, students must choose one of the following elective courses: JAPN 3983 or JAPN 4313.

In some cases, elective courses may be adjusted to the individual needs of the candidate with the permission of the Japanese adviser.

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 D6

FORM P-1

CRITICAL ELEMENTS OF PROPOSAL FOR NEW ACADEMIC PROGRAM

1. PROPOSED PROGRAM TITLE

Minor in Japanese with a Business Orientation

2. CIP CODE REQUESTED

CIP Code requested for the proposed program: 16.0302

The description of the CIP Code states:

“Japanese Language and Literature. A program that focuses on the Japanese language. Includes instruction in Japanese philology; Ancient, Medieval, and Modern Japanese; Japanese dialects; and applications to business, science/technology, and other settings.”

This CIP Code is most suitable for the proposed program because it focuses on the instruction in Modern Japanese and its application to business.

3. CONTACT PERSON

Dr. Tatsuya Fukushima
Department of Foreign Languages
University of Arkansas
425 Kimpel, Fayetteville, AR 72701
tatsuya@uark.edu
(office) 479-575-5535; (fax) 479-575-6795

4. PROPOSED STARTING DATE

Fall 2005

5. PROGRAM SUMMARY:

A Minor in Japanese with a Business Orientation consists of fifteen hours of coursework in advanced Japanese language courses, upper-level Japanese courses for business purposes, and upper-level courses in Japanese society and culture. Students must complete the fifteen hours with a minimum grade of “C” in each course.

Because these courses are currently being offered by existing faculty members, there is no need for any additional program costs, faculty or library resources, or facilities and equipment.

6. NEED FOR THE PROGRAM

Japanese language skills will greatly expand University of Arkansas students' future employability at U.S. offices of Japanese corporations and U.S. corporations with substantial business activities with their Japanese partners. This employability will increase further if the degree they receive from the program is directed specifically to address the needs of their future employers. Today, a growing number of Japanese corporations and their subsidiaries find Arkansas an attractive U.S. state for investment, as evidenced by Wal-Mart's business partnership with Seiyu (a Japanese supermarket franchise), the October 2003 announcement by Eakas Corporation (a U.S. affiliate of Sakae Riken Kogyo Co. Ltd. in Japan) to build a new auto parts manufacturing factory in the City of Wynne, AR, and the July 2004 announcement by Hino Motors, Ltd. (a major Japanese truck maker), to build a new truck parts plant near the City of Marion. Additionally, state government officials predict that more investments by Japanese corporations and their subsidiaries are forthcoming.

A substantial enrollment increase in the Japanese program (from 65 in Fall 2000 to more than 170 in Fall 2004) strongly indicates the students' interest in the program. Furthermore, enrollment in upper-level Japanese has increased to a considerable degree as a result of rescheduling at the time that is more accessible to the students, particularly student athletes and students who previously had scheduling conflicts with their core major requirements.

This program will contribute to the State of Arkansas by enabling the home-grown students to demonstrate to prospective employers a combination of advanced Japanese language skills, skills for the Japanese language for business purposes, and courses designed to facilitate the students' understanding of Japanese society and culture. Also, a solid and sustainable enrollment of students with such skills at a state university would help attract investment by Japanese corporations and their subsidiaries in Arkansas.

This proposed Minor program would make students at the University of Arkansas Japanese program highly competitive in employment at Japanese corporations and their subsidiaries in the U.S. because it specifically addresses the needs of prospective employers in ways that many comparable programs at other institutions do not. Whereas the Minor programs at many other institutions are mostly designed for the Japanese language for general purposes, the proposed Minor program is designed for the Japanese language for purposes that are in demand at international corporations. A number of U.S. institutions offer minor, major, or graduate degrees in Japanese, although few of these programs are oriented to Japanese for business purposes. In Arkansas, there is currently no state university offering a degree program in Japanese. In surrounding states, many SEC universities and institutions in Georgia, Oklahoma and Texas offer a minor in Japanese, although most of them are not oriented to any specific purpose. These universities include: Georgia Tech University, Oklahoma State University, University of Alabama at Tuscaloosa, University of Kentucky, University of Oklahoma, University of Tennessee at Knoxville, and University of Texas at Austin.

7. CURRICULUM OUTLINE

In order to complete the requirements for a Minor in Japanese with a Business Orientation, students must complete the following courses with a minimum grade of “C” for each course:

Core Requirements (12 credit hours)

JAPN 3003: Advanced Japanese I
JAPN 3013: Advanced Japanese II
JAPN 3033: Advanced Japanese Conversation
JAPN 4333: Business Writing in Japanese

Electives (3 credit hours)

JAPN 3983: Special Studies
JAPN 4313: Language and Society of Japan

8. FACULTY

The current instructors in the Japanese Program are as follows:

Assistant Professor

Dr. Tatsuya Fukushima, Ph.D. Oklahoma State University, 2000

Teaching Assistants

Mr. Chika True-Daniels, B.S. Slippery Rock University, PA, 2001
Ms. Kumiko Shiga, M.Ed. University of Arkansas, 2004

9. DESCRIPTION OF RESOURCES P-1

Mullins Library at the University of Arkansas presently holds approximately 3,500 books on Japanese language, culture and society. Many of them directly deal with the Japanese language, Japanese culture and society, whereas numerous Japanese literary works are available in English translation. Additionally, numerous academic journals presently available at the library include articles on Japanese linguistics, culture, society, literature, and other fields. Students and faculty are also able to obtain a variety of relevant academic journal articles and other publications through the Interlibrary Loan service provided by Mullins Library.

The Japanese Program uses classrooms mostly at Kimpel Hall and Walton College building. As an integral part of its academic activities, the Japanese Program uses computer and audiovisual facilities at the Language Learning Center (located at 201 Kimpel Hall). Additionally, the Japanese Program makes active use of audio files on WebCT, which the students can access on the Internet.

10. NEW PROGRAM COSTS

With the addition of the Minor program, the Japanese Program intends to offer its courses as follows:

Fall Semester	Spring Semester	Summer Session
JAPN 1003.001	JAPN 1003.001	JAPN 1013
JAPN 1003.002	JAPN 1013.001	
JAPN 1003.003	JAPN 1013.002	
JAPN 2003	JAPN 1013.003	
JAPN 3003	JAPN 2013	
JAPN 3033	JAPN 3013	
JAPN 4313	(JAPN 3983)*	
	JAPN 4333	

[Notes]

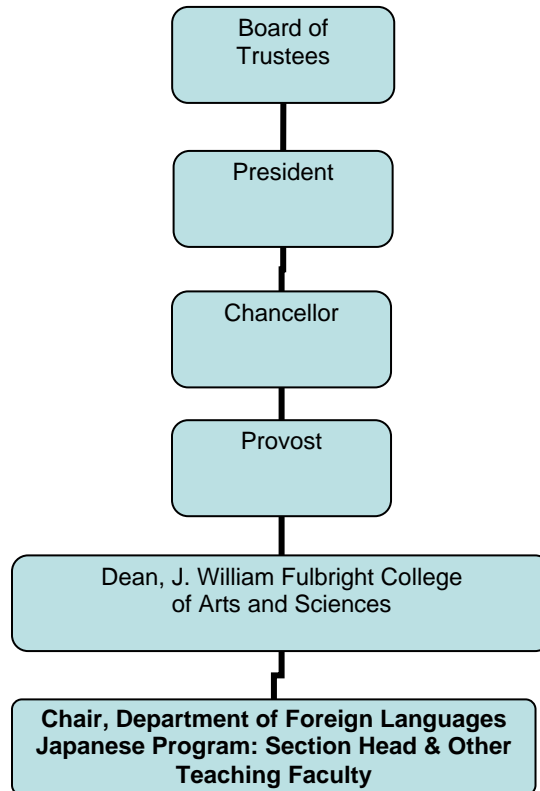
- = Courses to be taught by a first Teaching Assistant
 - = Courses to be taught by a second Teaching Assistant
 - (no shade) = Courses to be taught by Assistant Professor
- *JAPN 3983 will be offered upon individual requests.

Under the proposed plan, the Japanese Program would continue to offer three sections of Elementary Japanese I/II (JAPN 1003/1013) courses in Fall and Spring Semesters, respectively. The two Teaching Assistants would teach two classes each per semester while the full-time professor would teach three classes per semester plus one course in Summer Session. Special Studies (JAPN 3983) is also available to students in Spring Semester upon individual request. The two Teaching Assistants are currently hired by the Department of Foreign Languages. Therefore, there are no new costs associated with this program, as currently available courses will be offered for the Minor.

11. SOURCES OF FUNDING

All necessary funds for the teaching faculty (one tenure-track faculty and two teaching assistants) are currently provided by the J. William Fulbright College of Arts and Sciences. Also, funds for facilities described in "9. DESCRIPTION OF RESOURCES" are currently provided.

12. ORGANIZATIONAL CHART REFLECTING NEW PROGRAM



13. SPECIALIZED REQUIREMENTS

None.

14. BOARD OF TRUSTEES APPROVAL

Provide the date the Board approved the proposed program

15. SIMILAR PROGRAM IN ARKANSAS AND IN ADJOINING STATES (BACCALAUREATE AND ABOVE)

The University of Texas at Austin currently offers a minor in Japanese. This program is not aimed at the language for any specific purpose, although it complements the university's Asian Studies program.

Oklahoma State University offers a minor in Japanese. This program is not aimed at the language for any specific purpose. This degree requires the successful completion of at least 20 hours of courses (including two elementary Japanese courses) with a minimum grade of "C" for each upper-division course.

The University of Oklahoma offers a minor in Japanese. This program is not aimed at the language for any specific purpose. This degree requires the successful completion of at least 25 hours of courses (including two elementary Japanese courses) with the minimum 9 hours at the upper-division level.

The University of Kentucky offers a Minor in Japan Studies oriented to cultural studies. This degree requires basic Japanese language courses, Japanese Cultural Studies, and elective courses on contemporary East Asian History, Politics, and Society.

The University of Alabama at Tuscaloosa offers a minor in Japanese. This degree requires the minimum 20 credit hours of upper-level Japanese courses including Commercial Japanese I/II, Fourth Year Japanese (Reading and Writing, Spoken), Japanese Literature in Translation (traditional and contemporary), Seminar in Japanese Literature, and transfer credit from a study-in-Japan program.

The University of Tennessee at Knoxville offers a minor in Japanese. This degree requires 18 hours of Japanese courses, including Advanced Japanese and other upper-level reading courses.

Georgia Tech University offers a minor in Japanese. Students must earn 18 credit hours of upper-level elective courses in Japanese. These courses consist of Advanced Japanese I/II, Technical Japanese I/II, Technical and Scientific Japanese, Business Japanese, Japan Today (course in current trends in Japanese society), and Special Topics in Japanese.

16. DESEGREGATION

The Japanese Program has been successful in recruiting among the best of African American students, including leading members of various student organizations and a current participant in a long-term study-in-Japan program. The Japanese Program fully intends to continue reaching out to African American and other minority students by making effective use of information on the Japanese Program Web site and other promotional materials.

Given the current popularity among major Japanese corporations of Arkansas as a venue for their factories and business partnerships, we strongly believe that the proposed program will attract a number of minority students in need of the skills that would significantly increase their employment opportunities.

ADHE STAFF MAY REQUEST ADDITIONAL INFORMATION

The change would involve broadening the base of courses that could be taken to satisfy the journalism requirements for the combined major.

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.)

Under the present set of journalism courses specifically required for the combined major, students are limited to taking courses in the News/Editorial (print) sequence. Students regularly request permission to substitute journalism courses from the Broadcast News sequence. They believe these courses will better suit their goals.

We have notified the English Department of our plan and that department is supportive. Attached are copies of email from Lyna Lee Montgomery in English.

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 on Combined Majors

Combined Majors: Combined Major in Journalism and Political Science: The combined major in journalism and political science is recommended for those students who have a strong interest in the reporting of public affairs as a career. The journalism requirement may be satisfied by 24 semester hours of courses, including JOUR 1023, JOUR 2013, JOUR 3013, JOUR 3023, JOUR 3633, and JOUR 4043, plus two courses from the following: JOUR 3133, JOUR 3333. (Some courses may have prerequisites.)

The political science requirement may be satisfied by 24 semester hours of courses, including PLSC 2003, PLSC 2013, PLSC 4373, and 15 additional hours of advanced political science courses elected from one or the other of two field concentrations.

Those wishing to emphasize American political affairs may elect the additional hours from the following:

PLSC 3103	PLSC 3113	PLSC 3153	PLSC 3183	PLSC 3203	PLSC 3223	PLSC 3243
PLSC 4203	PLSC 4213	PLSC 4223	PLSC 4243	PLSC 4253	PLSC 4263	

Alternatively, a foreign affairs concentration may be pursued by electing the advanced hours from the following courses:

PLSC 3503	PLSC 3523	PLSC 3533	PLSC 3553			
PLSC 3573	PLSC 3603	PLSC 3803	PLSC 3813	PLSC 3823	PLSC 3853	PLSC 3923H
PLSC 399VH	PLSC 4273	PLSC 4503	PLSC 4513	PLSC 4543	PLSC 4563	PLSC 4573

Combined Major in Journalism and English: The combined major in journalism and English is recommended for those students who have a strong interest in these two related fields. The journalism requirement for the combined major is as follows: 21 semester hours including JOUR 1023, JOUR 1033, JOUR 2013, JOUR 3013, JOUR 3023, and JOUR 3633. (Some courses may have prerequisites.) For English course requirements for the combined major see notes under department of English.

Proposed Catalog Text

Combined Major in Journalism and English: The combined major in journalism and English is recommended for those students who have a strong interest in these two related fields. The journalism requirement for the combined major is 24 semester hours including JOUR 1023, JOUR 1033, and JOUR 3633. The remaining 15 hours are filled from one of the two following options:

Print: JOUR 2013, JOUR 3013, JOUR 3023, JOUR 3123, and one additional journalism course.

Broadcast: JOUR 2032/2031L, JOUR 3072/3071L, JOUR 4863, JOUR 4873, and one additional journalism course.

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

The change would involve broadening the base of courses that could be taken to satisfy the journalism requirements for the combined major.

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.)

Under the present set of journalism courses specifically required for the combined major, students are limited to taking courses in the News/Editorial sequence. Students regularly request permission to substitute journalism courses from the two other sequences, Broadcast News and Advertising/Public Relations. They believe these courses will better suit their goals. For example, many want to combine Advertising/Public Relations with Political Science for background in political campaign work.

We have notified the Political Science Department of our plan and the department is supportive. Attached are copies of email from Kenneth Hansen in Political Science.

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 on Combined Majors

Combined Majors: Combined Major in Journalism and Political Science: The combined major in journalism and political science is recommended for those students who have a strong interest in the reporting of public affairs as a career. The journalism requirement may be satisfied by 24 semester hours of courses, including JOUR 1023, JOUR 2013, JOUR 3013, JOUR 3023, JOUR 3633, and JOUR 4043, plus two courses from the following: JOUR 3133, JOUR 3333. (Some courses may have prerequisites.)

The political science requirement may be satisfied by 24 semester hours of courses, including PLSC 2003, PLSC 2013, PLSC 4373, and 15 additional hours of advanced political science courses elected from one or the other of two field concentrations.

Those wishing to emphasize American political affairs may elect the additional hours from the following:

PLSC 3103	PLSC 3113	PLSC 3153	PLSC 3183	PLSC 3203	PLSC 3223	PLSC 3243
PLSC 4203	PLSC 4213	PLSC 4223	PLSC 4243	PLSC 4253	PLSC 4263	

Alternatively, a foreign affairs concentration may be pursued by electing the advanced hours from the following courses:

PLSC 3503	PLSC 3523	PLSC 3533	PLSC 3553			
PLSC 3573	PLSC 3603	PLSC 3803	PLSC 3813	PLSC 3823	PLSC 3853	PLSC 3923H
PLSC 399VH	PLSC 4273	PLSC 4503	PLSC 4513	PLSC 4543	PLSC 4563	PLSC 4573

Combined Major in Journalism and English: The combined major in journalism and English is recommended for those students who have a strong interest in these two related fields. The journalism requirement for the combined major is as follows: 21 semester hours including JOUR 1023, JOUR 1033, JOUR 2013, JOUR 3013, JOUR 3023, and JOUR 3633. (Some courses may have prerequisites.) For English course requirements for the combined major see notes under department of English.

**Proposed Catalog Text
Majors**

Combined Major in Journalism and Political Science: The combined major in journalism and political science has been developed for students who wish to combine their strong interests in both journalism and political science. There are two journalism options available: Public Affairs Reporting and Political Advertising and Promotion. The journalism requirement may be satisfied with 24 hours of courses, including JOUR 1023, JOUR 1033, and JOUR 3633. The remaining hours are filled from the following options.

Those wishing to emphasize Public Affairs Reporting can choose from either print or broadcast news:

Print News: JOUR 2013, JOUR 3013, JOUR 3023, JOUR 4043, and one additional journalism course.

Broadcast News: JOUR 2033, JOUR 3073, JOUR 4043, JOUR 4863, and JOUR 4873.

Those wishing to emphasize Political Advertising and Promotion take the following courses: JOUR 3723, JOUR 3743, JOUR 4043, and 6 hours of advanced journalism courses. Students should check course prerequisites.

The political science requirement may be satisfied by . . .

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 D9

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 **Music Secondary Education, BM**

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

Current Code (6 digit Alpha) **MUSMED** 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 **MUSMED** Effective Catalog Year **2004**

No new students admitted to program after Term: Year: 2004
Allow students in program to complete under this program until Term: _ Year: N/A

SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: **Delete MUSMED as a program code. This does not involve the elimination of any degree program, but merely a program code that was created for advising/degree audit purposes. The degree program still exists in the form of MUSCBM and an appropriate secondary music education/emphasis concentration code.**

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.)

Students pursuing teaching certification in music education enroll as Bachelor of Music majors with a concentration in music education in one of the following emphasis areas: wind/percussion, strings, choral/voice, or choral/piano. This, as a matter of practice, has not changed in a very long time. What has changed has been the method of tracking and coding for degree audit purposes. Several years ago, the degree audit process did not work very well for the music education students, because it required that they major in MUSCBM and then have two concentration codes: one for MUED and one for the emphasis area. This did not seem to work very well for the degree audits.

At a later time, a program code of MUSMED was used to identify Bachelor of Music majors interested in music education so that only one concentration code would be required for the area of emphasis. In Spring 2002, the music department "cleaned up" the concentration codes so that there would be a unique concentration code for each emphasis area in the BM degree, hence a unique concentration code for each emphasis within Music Education. Those students interested in music education have been advised and are being placed in MUSCBM with one of these concentration codes. There is no longer a need for MUSMED as a program code, since it was merely a way to classify those bachelor of music students who were interested in music education to assist with advising/degree audit processes. The new concentration codes created in spring '02 better serve this purpose.

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.

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 D10

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 **Music Education Concentration**

College, School, Division _____

Department Code **MUSC**

Current Code (6 digit Alpha) _____

MUED 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 **MUED** Effective Catalog Year **2004**

No new students admitted to program after Term: Year: 2004

Allow students in program to complete under this program until Term: _ Year: N/A

SECTION V: Proposed Changes to an Existing Program

Insert here a statement of the exact changes to be made: Delete MUED as a program concentration code. This does not involve the elimination of any concentration, but merely a code that should have been eliminated in spring 2002 when new combined emphasis/secondary music education codes were created for better advising/degree audit purposes.

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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MUED11.doc

- section Change Course Requirements: (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- section Change Delivery Site/Method (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- 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.)

Students pursuing teaching certification in music education enroll as Bachelor of Music majors with a concentration in music education in one of the following emphasis areas: wind/percussion, strings, choral/voice, or choral/piano. This, as a matter of practice, has not changed in a very long time. What has changed has been the method of tracking and coding for degree audit purposes. Several years ago, the degree audit process did not work very well for the music education students, because it required that they major in MUSCBM and then have two concentration codes: one for MUED and one for the emphasis area. This did not seem to work very well for the degree audits.

In Spring 2002, the music department "cleaned up" the concentration codes so that there would be a unique concentration code for each emphasis area in the BM degree, hence a unique concentration code each emphasis within Music Education. Those students interested in music education have been advised and are being placed in MUSCBM with one of these concentration codes. There is no longer a need for MUED as a concentration code, since it was merely a way to classify those bachelor of music students who were interested in music education to assist with advising/degree audit processes. New codes were created in spring '02 that better serve this purpose.

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.

SECTION VIII: Action Recorded by Registrar's Office

PROGRAM INVENTORY/DARS

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MUED11.doc

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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 D11

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 **2005-2006**

Current Name **Legal Studies Minor**

College, School, Division _____

Department Code **PLSC**

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: **The course BLAW 2013 (Legal Environment of Business) will be deleted from the menu of elective courses and the course FDSC 3202 (Introduction to Food Law) will be added.**

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.)

- section Change Course Requirements: (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- section Change Delivery Site/Method (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- 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.)

For the removal BLAW 2013: When Walton College revamped its undergraduate curriculum in 2004, BLAW 2013 was no longer offered.

For the addition of FDSC 3202: The course is very similar to the other courses included as electives in the Legal Studies Minor with its emphasis on statutes, agency rules, and administrative law generally. However, its focus on the substantive laws covering food preparation distinguishing it enough from the other courses to warrant its inclusion in 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.

(Currently)

Minor in Legal Studies: This minor will introduce undergraduate students to the study and application of law by taking law-related courses in a number of disciplines. It provides a focus for students who are interested in the law, whose careers will require a measure of legal knowledge, or for those considering law school.

Requirements for a Minor in Legal Studies: 18 semester hours to include the following:

PLSC 3243, and either PLSC 4253 or PLSC 4263

12 hours chosen from the following

COMM 4113

JOUR 3633

PHIL 4143

CMJS 3003

CMJS 3503

PLSC 3813

PLSC 4193
SCWK 3533
ARCH 5323
BLAW 2013
BLAW 3033
BLAW 3043
AGEC 3503
INEG 3113
OMGT 4313

(Change to)

Minor in Legal Studies: This minor will introduce undergraduate students to the study and application of law by taking law-related courses in a number of disciplines. It provides a focus for students who are interested in the law, whose careers will require a measure of legal knowledge, or for those considering law school.

Requirements for a Minor in Legal Studies: 18 semester hours to include the following:

PLSC 3243, and either PLSC 4253 or PLSC 4263

12 hours chosen from the following

COMM 4113
JOUR 3633
PHIL 4143
CMJS 3003
CMJS 3503
PLSC 3813
PLSC 4193
SCWK 3533
ARCH 5323
BLAW 3033
BLAW 3043
AGEC 3503
INEG 3113
OMGT 4313
FDSC 3202

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 D12

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 **2004**

Current Name **BSPA**

College, School, Division _____

Department Code **PLSC**

Current Code (6 digit Alpha) _____

PADMBS 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 **BSPA**

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: **WCOB 1033 Data Analysis is being dropped in favor of "STAT 2303 or another data analysis course approved by the BSPA Advisor."**

The following is being deleted in response to changes in Graduate School requirements: "Dual Enrollment Option for undergraduates interested in entering the MPA program: BSPA students wishing to accelerate their entrance into the MPA program are allowed dual enrollment status during the last semester of undergraduate work. The following courses may be used for dual enrollment purposes:

PLSC 4193/5193, PADM 5813, PADM 5823.

Students exercising this option must be admitted by the graduate school and begin their departmental admission process during the semester in which they are dually enrolled."

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 Walton College of Business (WCOB) has completely revamped its curriculum that effects the courses taken by BSPA students. Therefore, we propose to further modify the BSPA to adjust to these changes by removing WCOB 1033 Data Analysis as a requirement and replace it with another data analysis course. The dual enrollment option was designed to accelerate admission from the BSPA program into the MPA program, but changes in ISIS and the Graduate School's admission policy render this option null and void.

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.

Public Administration

The degree in public administration is designed to prepare students for career positions with local, state, or federal government agencies, labor organizations, non-governmental organizations and other groups. These organizations are constantly in need of able people thoroughly trained in the principals of public administration and management, government budgeting, economic planning and economic research.

