**University College (UC)**

**Western Kentucky University**

**745-4231**

***REPORT TO THE UNDERGRADUATE CURRICULUM COMMITTEE***

Date: February 7, 2014

University College submits the following items for consideration:

|  |  |
| --- | --- |
| **Type of Action** | **Description of Item and Contact Information** |
| Action | Proposal to Make Multiple Revisions to a CourseItem: UC 176 (UCC 176C)Contact Person: Merrall PriceEmail: merrall.price@wku.eduPhone: 745-4200 |
| Action | Proposal to Make Multiple Revisions to a CourseItem: IDST 399Contact Person: Kenneth KuehnEmail: kenneth.kuehn@wku.eduPhone: 745-7007 |
| Action | Proposal to Create a New Minor ProgramItem: Citizenship & Social JusticeContact Person: Judy RohrerEmail: judy.rohrer@wku.eduPhone: 745-2093 |
| Action | Proposal to Revise a ProgramItem: Paralegal StudiesContact Person: Julie ShadoanEmail: julie.shadoan@wku.eduPhone: 780-2539 |
| Action | Proposal to Revise a ProgramItem: Interdisciplinary Studies (A.I.S.)Contact Person: Deborah WeisbergerEmail: deborah.weisberger@wku.eduPhone: 780-2540 |
| Action | Proposal to Revise a ProgramItem: BusinessContact Person: Ron MitchellEmail: ron.mitchell@wku.eduPhone: 780-2535 |

December 8, 2013

**University College**

**School of Professional Studies**

**Proposal to Make Multiple Revisions to a Course**

**(Action Item)**

Contact Person: Merrall Price merrall.price@wku.edu x5-4200

**1. Identification of course:**

* 1. Current course prefix (subject area) and number: UC 176 (UCC 176C)
	2. Course title: Special Topics

**2. Revise course title: N/A**

* 1. Current course title:
	2. Proposed course title:
	3. Proposed abbreviated title:
	4. Rationale for revision of course title:

**3. Revise course number: N/A**

* 1. Current course number:
	2. Proposed course number:
	3. Rationale for revision of course number:

**4. Revise course prerequisites/corequisites/special requirements:**

4.1 Current prerequisites/corequisites/special requirements: (indicate which) Co-requisite: UC 175

4.2 Proposed prerequisites/corequisites/special requirements: **Pre-requisite: permission of instructor.**

4.3 Rationale for revision of course prerequisites/corequisites/special requirements: UC 176 has historically been used to add additional contact and credit hours to the schedules of students taking UC 175. However, UC 175 has recently been expanded to 3 credit hours, and UC 176 in its current form is thus no longer necessary. Rather than delete the course, we would prefer to maintain it as exactly what the course title says: a special topics course, but one independent from UC 175. We do not currently have a college level special topics course, and it would be useful to maintain this one-credit course as a flexible option within the parameters of the original broadly-framed course content, learning outcomes, and student expectations.

4.4 Effect on completion of major/minor sequence: Not applicable.

**5. Revise course catalog listing:**

* 1. Current course catalog listing: UC 176 provides special topics emphasis to UC 175. Students will receive three credit hours for the combined UC 175 and 176.
	2. Proposed course catalog listing: **Exploration of a particular topic; varies by instructor and section.**
	3. Rationale for revision of course catalog listing: This change reflects the other changes in this proposal.

**6. Revise course credit hours:**

* 1. Current course credit hours: 1
	2. Proposed course credit hours: **1. Repeatable for a maximum of 3 hours.**
	3. Rationale for revision of course credit hours: This ensures maximum flexibility.

**7.** **Revise grade type:**

 7.1 Current grade type: standard letter.

 7.2 Proposed grade type: **pass/fail**

 7.3 Rationale for revision of grade type: This course, while useful to the college, should not, in our judgment, bolster a student’s GPA.

**8. Proposed term for implementation: Fall 2014.**

**9. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| Department/ Unit SPS | **January 30, 2014** |
| University College Curriculum Committee  | February 6, 2014 |
| Professional Education Council (if applicable) | **n/a** |
| General Education Committee (if applicable) | **n/a** |
| Undergraduate Curriculum Committee  |  |
| University Senate |  |

January 26, 2014

**University College**

**School of Professional Studies**

**Proposal to Make Multiple Revisions to a Course**

**(Action Item)**

Contact Person: Kenneth W. Kuehn, kenneth.kuehn@wku.edu, 5-7007

**1. Identification of course:**

* 1. Current course prefix (subject area) and number: IDST 399
	2. Course title: Special Topics in Interdisciplinary Studies

**2. Revise course title:** N/A

**3. Revise course number: N/A**

**4. Revise course prerequisites/corequisites/special requirements:** N/A

**5. Revise course catalog listing:**

* 1. Current course catalog listing: A detailed study of selected topics in interdisciplinary studies that lend themselves to interdisciplinary problem solving. Course may be repeated one time with a different topic.
	2. Proposed course catalog listing: **A detailed study of selected topics in interdisciplinary studies that lend themselves to interdisciplinary problem solving. Course may be repeated with different topics up to a maximum of six credit hours.**
	3. Rationale for revision of course catalog listing: This revision reflects the proposed change from three credit hours to a variable (1-3) credit hour course.

**6. Revise course credit hours:**

* 1. Current course credit hours: 3
	2. Proposed course credit hours: **1-3, repeatable with a maximum of six credit hours.**
	3. Rationale for revision of course credit hours: **Recent merger of department units in the School of Professional Studies requires the increased flexibility offered by a variable credit hour special topics course.**

**7.** **Revise grade type:** N/A

**8. Proposed term for implementation:** Fall 2014

**9. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| School of Professional Studies | January 29, 2014 |
| University College Curriculum Committee  | February 6, 2014 |
| Undergraduate Curriculum Committee  |  |
| University Senate |  |

Proposal Date: January 31, 2014

**University College**

**Department of Diversity & Community Studies**

**Proposal to Create a New Minor Program**

**(Action Item)**

Contact Person: Judy Rohrer, judy.rohrer@wku.edu, 745-2093

**1. Identification of program:**

* 1. Program title: Citizenship & Social Justice
	2. Required hours in minor program: 22
	3. Special information: This is an interdisciplinary minor for the Institute for Citizenship & Social Responsibility (ICSR). It draws on courses within ICSR, the Department of Diversity & Community Studies, and across the university.
	4. Catalog description:

A minor in Citizenship & Social Justice provides graduates with a foundational understanding of concepts, issues, strategies, and practices of social justice from interdisciplinary and community-based perspectives. Students will engage citizenship and social justice through multiple lenses of critical theory. The minor requires a minimum of 22 credit hours, 10 in ICSR core courses and 12 in electives.

* 1. Classification of Instructional Program Code (CIP): 33.0104 Community Involvement

**2. Rationale:**

* 1. Reason for developing the proposed minor program:

In 2010 the Institute for Citizenship and Social Responsibility (ICSR) created an undergraduate certificate program in Citizenship and Social Responsibility. The certificate proposal included the following specific statement: “Western Kentucky University has long been a leader in civic education and community engagement. These are central to the mission of the institution as well as its strategic plan. The Institute for Citizenship and Social Responsibility builds upon the institution’s commitment to educating reflective and socially responsible citizens. . . . The certificate also builds upon a tradition of interdisciplinary programs at the institution.” The commitment to “educating reflective and socially responsible citizens” and the tradition of interdisciplinary work remain central to our work at WKU and in the ICSR. This new minor is a tangible manifestation of that commitment and tradition.

The ICSR certificate has been successful over the past two years and has attracted a broad spectrum of students. In fact, students desire more from ICSR academically. Two surveys conducted this academic year, along with brainstorming sessions at our Fall 2013 Welcome Back reception, revealed two significant student desires – interest in a minor (even without specifics on curriculum and requirements), coupled with strong interest in increased social justice curriculum. Interest in a minor and interest in increased social justice curriculum are directly interrelated and are addressed here in turn.

In a survey of students who had taken ICSR courses, 32% expressed a definite interest in an ICSR minor, and 47% expressed some interest. In response to a question asking what the benefit of such a minor would be, students wrote: “It would help one be more well rounded”; “More marketable than a certificate program”; “Certificate seems to hold little value to me”; “Increased depth and diversity of study”; “It would give me more time and academic justification to take the ICSR classes that I want to take”; and “For volunteer work, like Peace Corps or AmeriCorps, ICSR seems like such a great place to get started…” Additionally, many students have indicated to ICSR professors a preference for a minor stating it is difficult to meet the requirements of the certificate on top of their major and minor requirements. This sentiment was repeated at the Fall 2013 Welcome Reception.

In addition to desire for a minor, students’ strong interest in increasing social justice curriculum offerings was demonstrated at the Welcome Reception and in a fall survey of ICSR certificate students. Eighty-percent of certificate student respondents indicated a focus on social justice would make ICSR stronger. Social justice topics suggested at the brainstorming sessions during the Welcome Reception included: food justice, debt (including student debt), sustainability, law and legal change strategies, nonviolence history/theory/practice, institutional oppression, intersectional analysis, and power and privilege.

While we were not in a position in 2010 to launch a minor, we now have the experience, faculty, and knowledge of student interests to do so. The ICSR minor will provide students with opportunities to enhance their major and career choices through curricular efforts and learning experiences. Further, the heart of the minor is the development of thoughtful advocates and leaders of positive societal change in communities across the Kentucky region but also around the globe.

The minor in Citizenship & Social Justice will further two of WKU’s current strategic plan objectives. First, Objective 2.2: Increase Student Retention, Persistence & Timely Graduation. Retention, persistence and graduation rates are lowest for under-represented student populations including students of color, low-income students, those with disabilities, and those who identify as LGBTQ. (Data from Dr. Joelle Davis Carter, Assistant Vice President for Retention and Student Services, show graduation rates for students of color are ten to fifteen percent lower than for white students.) When students find their lived experiences reflected and critically engaged in courses, they are more likely to feel invested in and continue with their education. Second, Objective 3.2: Enrich the Cultural Milieu and Quality of Life in the Region. The first target under this objective calls for a 10% increase in regional stewardship projects through the ALIVE Center and ICSR. The capstone course for this minor, ICSR 499, requires students to develop and execute a public work project in the community of their choosing. Furthermore, many other ICSR courses and electives for this minor have community engagement and education components. Thus, fostering regional stewardship and community engagement is integral to this minor.

* 1. Projected enrollment in the proposed minor program:

Based on enrollment in the current certificate program, we anticipate enrollment to grow to 20 in the first two years.

* 1. Relationship of the proposed minor program to other programs now offered by the department:

The minor in Citizenship & Social Responsibility will be the fourth in the Department of Diversity & Community Studies (DCS). The other three programs in the department – African American Studies, Gender & Women’s Studies, and Gerontology – are already running successful minors. ICSR’s minor will round out the department’s offerings and help in building interest and enrollment in the new DCS major.

* 1. Relationship of the proposed minor program to other university programs:

ICSR has built strong collaborative relationships with many university programs and departments and this minor will further enhance those connections for the benefit of WKU students. The minor in Citizenship & Social Justice will provide an excellent complement to many WKU majors across the disciplines. Given its smaller scale, the ICSR certificate was only able to include classes in Political Science and Philosophy & Religion. This minor, on the other hand, will promote courses in these departments as well as Folk Studies & Anthropology, Economics, English, Geography & Geology, History, Psychology, Sociology and Theater.

* 1. Similar minor programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions):

Currently, four universities in Kentucky offer some form of a social justice minor. In terms of public institutions, University of Louisville has a minor in Social Change, and Northern Kentucky University has an interdisciplinary minor in Social Justice Studies. In terms of private institutions, Bellarmine University and Berea College have programs in Peace Studies and Peace and Social Justice Studies, respectively. Demand for such programs exists among WKU’s benchmark institutions, such as the Civic Engagement and Responsibility minor at Illinois State University and the Civic Leadership minor at Indiana State University, and equivalent programs are also part of major institutions such as San Jose State University, Arizona State University, University of Minnesota, and Indiana University.

Of the four minor programs currently offered in Kentucky, only one (University of Louisville) currently has a practice-based requirement. ICSR’s existing work with programs such as Public Achievement already sets its program apart from others offered throughout the state. Additionally, ICSR 499 provides students with unique out-of-the-classroom, engaged, active learning and leadership opportunities.

* 1. Relationship of the proposed minor program to the university mission and objectives:

The proposed minor program serves the university mission statement by preparing students “to be productive, engaged, and socially responsible citizen-leaders of a global society.” Through coursework and community engagement, the proposed minor program will attract students who are seeking opportunities for building collaboration skills, engaging with local communities (including but not limited to schools, nonprofits, coalitions, and city agencies/programs), and developing enhanced understandings of the meanings, constructs, and promotion of social justice. (Also see answer to 2.1).

**3. Learning outcomes of the proposed minor:**

Upon completion of the minor requirements, students will be able to:

* Explain key concepts in social justice including equity, dignity, solidarity, rights, responsibility, recognition, agency, possibility, futurity, and freedom;
* Engage critically with new knowledge about the social world and social change;
* Discuss multiple models of citizenship;
* Contextualize social justice strategies (including individual resistance, policy, law, advocacy, and collective action)

These learning outcomes will serve students in many career paths, particularly as employers are increasingly interested in employees who can think critically, act responsibly, and who embrace diversity. These outcomes make this minor a good complement for a wide-variety of majors. Further, this minor builds skills and knowledge necessary for students to become active in community engagement and global citizenship, both of which are central to the WKU mission.

**4. Curriculum:**

The minor in Citizenship & Social Justice requires a minimum of 22 semester hours.

The following courses are required for the minor (10 hours total):

* ICSR 200 Introduction to Social Justice (3 credit new course)
* ICSR 301 Seminar in Social Justice, (301 is a variable credit course; 3 credits will be required for the minor; previously named ICSR 301 Seminar in Social Responsibility)
* ICSR 435 Reimagining Citizenship (3 credit new course)
* ICSR 499 Public Work (1 credit)

Students are required to take an additional 12 hours of electives, selecting from at least three different programs/departments, and insuring that at least half of their minor credits are from upper level courses. The following electives are approved. Additional courses may be considered after consultation with the ICSR Director:

* AFAM 190 The African American Experience
* AFAM 333 Hip Hop & Democracy
* AFAM 343 Communities of Struggle
* ANTH 360 Applied Anthropology:  Understanding and Addressing Contemporary Human Problems
* ANTH 343 Anthropology of Gender
* FLK/AFAM 377 African American Folklore
* ANTH/FLK 342 Peoples and Cultures of the Caribbean
* FLK 480 Women’s Folklife
* DCS 360 Place, Community and Resilience
* ECON 434 The Economics of Poverty and Discrimination
* ECON 445 Economics of Healthcare
* ENG 360 Gay and Lesbian Literature
* ENG 370 Multicultural Literature
* ENG 393 African American Literature
* FLK 330 Cultural Connections & Diversity
* GEOG 444 Environmental Ethics in Geography
* GEOG 380 Global Sustainability
* GWS 200 Introduction to Gender & Women’s Studies
* GWS 301 Feminism, the Arts & Social Change
* GWS 375 American Masculinities
* HIST 379 Gandhi: The Creation of a Global Legacy
* HIST 380 History of Human Rights
* GWS 400 Western Feminist Thought
* HIST 420 History of Sexuality
* HIST 430 The Civil Rights Movement in America
* HIST 446 American Legal History
* HON 251 Citizen & Self
* HON 380 Trends Shaping our Future: Local & Global Perspectives
* ICSR 300 Public Problem Solving
* PHIL 103 Committed Life
* PHIL 202 Racial Justice
* PHIL 212 Philosophy and Gender Theory
* PHIL 333 Marx & Critical Theory
* PHIL 427 Philosophy of Law
* PS 101 American National Government
* PS 373 Minority Politics
* PS 435 American Political Thought
* PSY 355 Issues in Cross-Cultural Psychology
* REL 401 War and Peace in Religious Thought
* SOCL 240 Contemporary Social Problems
* SOCL 312 Collective Behavior
* SOCL 362 Race, Class, & Gender
* SOCL 355 Sociology of Gender
* SOCL 359 Sexuality and Society
* SOCL 452 Social Change
* THEA 349 Sex, Power and Performance

Note: HON 250 and 380 are listed because they fit with the purpose of this minor and are open to Honors students, students with at least a 3.2 GPA, or those with instructor approval. Many Honors students are already taking ICSR courses.

**5. Budget implications:**

Currently ICSR has one full-time faculty member/director who will teach ICSR 200, 435 and 499. The department is currently in process of hiring another full-time faculty member to start fall 2014 who will also be able to teach these courses and help administer the minor. ICSR 301 is generally taught by faculty from a number of different programs/departments. No additional faculty are necessary for the implementation of this minor.

**6. Proposed term for implementation:** Fall 2014

**7. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| Department: Diversity & Community Studies | January 29, 2014 |
| University College Curriculum Committee  | February 6, 2014 |
| Undergraduate Curriculum Committee  |  |
| University Senate |  |
| Board of Regents |  |

Proposal Date: 1/30/2014

**University College**

**School of Professional Studies**

**Proposal to Revise a Program**

**(Action Item)**

Contact Person: Julie Shadoan, julie.shadoan@wku.edu, (270) 780-2539

**1. Identification of program:**

* 1. Current program reference number: 276
	2. Current program title: Paralegal Studies
	3. Credit hours: 64-66

**2. Identification of the proposed program changes:**

•Adoption of Colonnade requirements for all associate degrees at WKU

 •Modification of electives to include PLS elective

 •Change in catalog description

**3. Detailed program description:**

See table and catalog description attached hereto.

**4. Rationale for the proposed program change:**

WKU’s adoption and implementation of the Colonnade general education requirements for all baccalaureate degree-seeking students has necessitated the adoption and implementation of corresponding Colonnade requirements for associate degree-seeking students to promote consistency and transferability of courses. In addition, with the increase in number and availability of PLS courses, the requirement of a PLS elective instead of a free elective better prepares PLS majors for the job market and for certification examinations. The catalog description must be modified to reflect the program changes identified herein.

**5. Proposed term for implementation and special provisions (if applicable):** Fall 2014

**6. Dates of prior committee approvals:**

School of Professional Studies \_\_\_\_\_\_\_\_1/30/2014\_\_\_\_\_\_\_\_\_\_

 University College Undergraduate Curriculum 2/6/2014\_\_\_\_\_\_\_\_\_\_

 University Undergraduate Curriculum Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| **Current Program** | **Hours** | **Proposed Program** | **Hours** |
| Prerequisites to Admission:PLS 190CENGL 100CPOLS 110COST 220C | 3333 12 | Prerequisites to Admission:PLS 190C ENGL 100CPOLS 110COST 220C | 3333 12 |
| Gen Ed./Non-legal specialty:BT 110C/ACC 200CBT 250CCOMN145C/161CMA 109C/116CBIO 113C/131CHUM B electiveSOC/BEH electiveElective | 33333331-3 22-24 | Colonnade/Non-legal specialty:BUS 110C/ACC200CBUS 214CCOMN 145CMA 109C/116C**(NS) Category****(AH) Category****(SB) Category****PLS elective** | 3333**3****3****3**  **3**  **24** |
| Legal Specialty:PLS 195CPLS 283CPLS 291CPLS 292CPLS 293CPLS 294CPLS 295CPLS 296CPLS 298CPLS 299C | 3333333333 30 | Legal Specialty:PLS 195CPLS 283CPLS 291CPLS 292CPLS 293CPLS 294CPLS 295CPLS 296CPLS 298CPLS 299C | 3333333333 30 |
| TOTAL |  64-66 | **TOTAL** |  **66** |

**Associate Degree in Paralegal Studies (A.A.)**

**Reference Number: 276P (seeking admission) Minimum Hours for Degree: 66**

 **276 (officially admitted) Degree: Associate of Arts**

The Associate of Arts degree in Paralegal Studies (reference number 276) is approved by the American Bar Association and requires 66 credit hours. It is designed to be completed in four or five semesters. Students must fulfill the stated requirements to declare a Paralegal major and must follow the curriculum guidelines and course prerequisites to graduate. Paralegal degrees will be awarded to those students who complete all requirements with an overall grade point average of 2.0 (out of 4.0) and receive a grade of “C” or better in all legal specialty courses.

Credits from other accredited institutions of higher education may be transferred and applied toward the degree. An official transcript from each such college or university attended is required as a part of the admission process. Postsecondary credit will be evaluated on a course-by-course basis for acceptance and applicability to the Program. General law and legal-specialty course credits will be accepted only from paralegal programs approved by the American Bar Association or programs in substantial compliance with the ABA guidelines.

The objectives of the Paralegal Studies Program are: (1) to create, implement, and maintain a strong, flexible program directed to the quality education of occupationally-competent paralegals; (2) to provide a paralegal education program that leads to employment of its graduates by a wide range of employers; (3) to provide paralegals with a well-rounded, balanced education founded on a beneficial mix of general education, theory, and practical

courses stressing understanding and reasoning rather than rote learning of facts; (4) to support federal, Kentucky and local Rules of Procedure and general principles of ethical legal practice, professional responsibility, the prohibitions against the unauthorized practice of law by non-lawyers and the use and supervision of paralegals by lawyers; (5) to provide an educational program which is responsive to the varied needs of the Commonwealth of Kentucky and the

region and contributes to the overall advancement of the legal profession; (6) to provide a program which instills respect for the legal profession and its foundations, institutions, and quest for justice; (7) to maintain equality of opportunity in the educational program without discrimination or segregation on the grounds of race, color, religion, natural origin, gender, age, disability or economic need.

Paralegals, also called Legal Assistants, work with lawyers in a wide range of professional settings and perform tasks that include legal research, legal writing and document preparation, information gathering, litigation support, legal technology support and office management. Students will obtain practical experience in these areas through the internship required prior to graduation.

**Paralegals shall not engage in the unauthorized practice of law as proscribed by Kentucky law and the Supreme Court Rules (SCR 3.130 [5.5]) and must be appropriately supervised by a lawyer to ensure the paralegal’s conduct is compatible with the professional and ethical standards of the practice (SCR 3.130 (5.3]).**

The course prerequisites for admission to the program are: ENGL 100C, POLS 110C, OST 220C and PLS 190C. Colonnade/General Education and other required courses include: BUS 214C, BUS 110C/ACC 200C, COMN 145C MA 109C/116C, 3 hours from the Colonnade Natural and Physical Sciences category, 3 hours from the Colonnade Arts/Humanities category, 3 hours from the Colonnade Social and Behavioral Sciences category and 3 hours of PLS electives . The courses required in the major – otherwise known as legal specialty courses - are as follows: PLS 195C, PLS 283C, PLS 291C, PLS 292C, PLS 293C, PLS 294C, PLS 295C, PLS 296C, PLS 298C, PLS 299C.

*Admissions and Minimum Grade Requirements:*

1. Students must be admitted to the University College of WKU pursuant to the published institutional policies, and students who have not met the pre-college curriculum requirements must complete these.

2. Students will enter the University College as a Paralegal major seeking admission to the Paralegal Studies Program.

3. Before being admitted to the Paralegal Studies Program, students must complete these courses with a grade point average of at least 2.0:

 •PLS 190C, Introduction to the Paralegal Profession;

 • ENGL 100C, Introduction to College Writing;

 • OST 220C, Word Processing; and

 • POLS 110C, American National Government.

4. Students must take PLS 195C, (Legal Research and Writing), prior to or concurrent with all other legal specialty courses.

5. Students must complete the Paralegal Studies Program course requirements.

6. Students must maintain an overall grade point average of at least a 2.0 and receive no grade less than a “C” in legal specialty courses to complete the Program.

Proposal Date: Jan 21, 2014

**University College**

**Liberal Arts and Sciences**

**Proposal to Revise A Program**

**(Action Item)**

Contact Person: Deborah Weisberger, deborah.weisberger@wku.edu, 780-2540

**1. Identification of program:**

* 1. Current program reference number: 246
	2. Current program title: Interdisciplinary Studies (A.I.S)
	3. Credit hours: 60

**2. Identification of the proposed program changes:**

* Adjustment of required general education courses to use the language of and more closely mirror the Colonnade Program.
* Adjustment of catalog copy to match changes.

**3. Detailed program description:**

*Program Requirements*

Minimum requirements for the AIS degree are 60 semester hours distributed among the WKU ~~General Education Requirements~~ and two “areas of emphasis.” A total of 21 hours of ~~General Education hours~~, 27 hours in the areas of emphasis, and 12 hours of electives is required. The areas of emphasis must total 27 hours with a minimum of 9 hours in each area. One third of the areas of emphasis must be earned at WKU. Areas of emphasis include: Arts, Humanities, Science, Business, Education, Technology, Health, Social and Behavioral Science, Organization and Communication of Ideas, and Social Justice and Equity Studies. A student must obtain a 2.0 grade point average in both areas of emphasis. An overall 2.0 grade point average is required to be awarded the AIS degree.

The ~~General Education Requirements~~ include:

~~1.~~ *~~Category A: Organization and Communication of Ideas (6 hours)~~*

~~o ENGL 100C- Fundamentals of College Writing (3 hours)~~

~~o Any course from section I (English Composition), section II (Foreign Language), or section III~~

~~(Public Speaking) (3 hours)~~

~~2.~~ *~~Category B: Humanities (3 hours)~~*

~~o Any course from section I or section II (3 hours)~~

~~3.~~ *~~Category C: Social and Behavioral Sciences (6 hours)~~*

~~o Any two courses from Category C (6 hours)~~

~~4.~~ *~~Category D: Natural Sciences/Mathematics (3 hours)~~*

~~o Any course from section I (Science) or section II (mathematics) (3 hours)~~

~~5.~~ *~~Category E: World Cultures/American Diversity (3 hours)~~*

~~o Category E Elective (3 hours)~~

*Program Requirements*

Minimum requirements for the AIS degree are 60 semester hours distributed among the WKU **Colonnade courses** and two “areas of emphasis.” A total of 21 hours of **Colonnade courses**, 27 hours in the areas of emphasis, and 12 hours of electives is required. The areas of emphasis must total 27 hours with a minimum of 9 hours in each area. One third of the areas of emphasis must be earned at WKU. Areas of emphasis include: Arts, Humanities, Science, Business, Education, Technology, Health, Social and Behavioral Science, Organization and Communication of Ideas, and Social Justice and Equity Studies. A student must obtain a 2.0 grade point average in both areas of emphasis. An overall 2.0 grade point average is required to be awarded the AIS degree.

The **Colonnade Courses** include:

**Written Communication: English 100 (3)**

**Oral Communication (Communications 145 or other approved course) (3)**

**Quantitative Reasoning (Math 109, Math 116, or other approved course)**

**OR Natural and Physical Sciences (3)**

**Arts and Humanities: Literary Studies (English 200 or other approved course) and one Explorations AH course (6)**

**Social and Behavioral Sciences: World History (History 101 or 102) and one Explorations SB**

 **(6)**

**4. Rationale for the proposed program change:**

Although the change to the Colonnade Program for students seeking baccalaureate degrees is well underway, corresponding change has not been made to the general education requirements for an associate’s degree. As a result, without this proposed change, the catalog would still contain references to outdated general education categories, but more importantly, students who complete an associate’s degree program and continue on to a baccalaureate would not be able to move smoothly from one to the other. For example, several courses that were approved as general education courses under the old system have not been approved as Colonnade classes, and the “Foundations” part of the Colonnade program focuses more heavily on the humanities than on social and behavioral sciences. Even the “Explorations” part of the program asks for only three credit hours in social and behavioral sciences, whereas the associate’s degree currently asks for six. This means that, without this change, students may complete their general education requirements for the AIS to find that one or more of their courses do not count toward a WKU baccalaureate.

This proposal revises the general education requirements for the AIS to more closely mirror those of the Colonnade Program.

**5. Proposed term for implementation and special provisions (if applicable):** Fall 2014

**6. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| Department/ Unit: Liberal Arts and Sciences | **1/28/2014** |
| University College College Curriculum Committee  | **2/6/2014** |
| Professional Education Council (if applicable) | **N/A** |
| Undergraduate Curriculum Committee  |  |
| University Senate |  |

Jan 29, 2014

**University College**

**School of Professional Studies**

**Proposal to Revise A Program**

**(Action Item)**

Contact Person: Ron Mitchell, ron.mitchell@wku.edu; 780-2535 ; Merrall Price, merrall.price@wku.edu; 745-4200.

**1. Identification of program:**

* 1. Current program reference number: 288
	2. Current program title: Business
	3. Credit hours: 60

**2. Identification of the proposed program changes:**

* Modify the language concerning the current general education courses to language that more closely mirrors the Colonnade Program in each Concentration.
* Reduce the general education requirements from 18 to 15 credit hours in the Business Management Preparation, Leadership, Management Information Systems, Office Management and Supervision, and Real Estate Concentrations.
* Ensure the general education requirements we ask for are flexible and fully transferable as Colonnade courses to a baccalaureate degree.
* Add one additional 300 level course in concentration of the Management Preparation Concentration.
* Add one INS elective in the concentration of the Management Information Systems Concentration.
* Add one BUS/RE elective in the concentration of the Real Estate Concentration.
* Delete the Water Utilities Management Concentration

**3. Detailed program description:**

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| **Current Catalog Text:****Associate Degree in Business (A.A.)****Reference Number: 288 Minimum Hours for Degree: 60****Degree: Associate of Arts**The Business degree program requires a minimum of 60 hours including general education, a business core of 24 credit hours, and concentration in one specialized area from the following: Business Management, Management Information Systems, Manufacturing Management, Office Management, Real Estate, or Water Utilities Management. There are admission requirements for the various concentrations in the Business program. Please check with your academic advisor or Department Head for the specific requirements.The 24 credit-hour core required of all Business students includes: ACC 200C, ACC 201C, CSCI 145C, BUS 100C, FINC 161C, BUS 210C, BUS 212C, BUS 253C. The 18 hours of General Education: ENGL 100C, COMN 161C (except students in the Business Management concentration or the Office Management and Supervision concentration), Category B Humanities Elective, ECO 202C, ECO 203C, and MA 116C. | **Proposed Catalog Text:****Associate Degree in Business (A.A.)****Reference Number:** 288 **Minimum Hours for Degree:** 60**Degree:** Associate of ArtsThe Business degree program requires a minimum of 60 hours including general education, a business core of 24 credit hours, and concentration in one specialized area from the following: Business Management, Management Information Systems, ~~Manufacturing Management,~~ **Leadership**, Office Management, **or** Real Estate~~, or Water Utilities Management~~. There are admission requirements for the various concentrations in the Business program. Please check with your academic advisor or Department Head for the specific requirements.The 24 credit-hour core required of all Business students includes: ACC 200C, ACC 201C, CSCI 145C, BUS 100C, FINC 161C, BUS 210C, BUS 212C, **and** BUS 253C. The ~~18~~ **15** hours of General Education **(Colonnade):** ENGL 100C, ~~COMN 161C (except students in the Business Management concentration or the Office Management and Supervision concentration),~~ **COMN 145C (students are encouraged to take the business and professional sections of this course),** ~~Category B Humanities Elective,~~ **an Arts and Humanities Foundations or Explorations course, a Social and Behavioral Science Foundations or Explorations course,** and MA 116C **OR 109C.** |

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| The Business program prepares students academically in a core of courses focused on common business skills and specific course concentrations. The Business program is designed to prepare terminal-degree students for successful business careers after graduation, to provide job enhancement opportunities for non-degree seeking students, and to allow students to pursue business course interests at the 100- or 200-level of course offerings.*Business Management Concentration of the Business Degree*The Business Management Concentration of the Business Degree requires the following courses in addition to the core courses andgeneral education courses required of all business students: BUS 102C, BUS 213C, BUS 245C, BUS 248C, BUS 250C, BUS 257C, and BUS 270C.*Business Management Preparation Concentration of the Business Degree*The Business Management Preparation Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all business students: BUS 214C, BUS 257C, MGMT 200C, ECO 206C, and six hours of advisor approved 300-level courses (MGT, MKT, FIN, ECON, or ENT). | The Business program prepares students academically in a core of courses focused on common business skills and specific course concentrations. The Business program is designed to prepare terminal-degree students for successful business careers after graduation, to provide job enhancement opportunities for non-degree seeking students, and to allow students to pursue business course interests at the 100- or 200-level of course offerings.*Business Management Concentration of the Business Degree*The Business Management Concentration of the Business Degree requires the following courses in addition to the core courses andgeneral education courses required of all business students: BUS 102C, BUS 213C, BUS 245C, BUS 248C, BUS 250C, BUS 257C, and BUS 270C.*Business Management Preparation Concentration of the Business Degree*The Business Management Preparation Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students: BUS 214C, BUS 257C, MGMT 200C, ECO 206C, and ~~six~~ **nine** hours of advisor approved 300-level courses (MGT, MKT, FIN, ECON, or ENT). |

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| *Management Information Systems Concentration of the Business Degree*The Management Information Systems Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all business students: INS 181C, INS 182C, INS 270C, INS 272C, INS 275C, and anadvisor-approved INS elective. (Internship strongly recommended.)*Manufacturing Management Concentration of the Business Degree*The Manufacturing Management Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students. 21 hours consisting of BUS 210C, MFG 240C, MFG 245C, MFG 265C, and six hours of advisor approved electives.*Office Management and Supervision Concentration of the Business Degree*The Office Management and Supervision Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students: BUS 102C, BUS 214C, BUS 225C, BUS 245C, BUS 248C, BUS 254C, and BUS 257C. | ***Leadership Concentration of the Business Degree*****The Leadership Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students: BUS 214C, BUS 245C, BUS 248C, BUS 257C, LEAD 200, and six hours of 300 level or above Leadership courses.***Management Information Systems Concentration of the Business Degree*The Management Information Systems Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all business students: INS 181C, INS 182C, INS 270C, INS 272C, INS 275C, and ~~an~~ **two** advisor-approved INS elective**s**. (Internship strongly recommended.)*~~Manufacturing Management Concentration of the Business Degree~~*~~The Manufacturing Management Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students. 21 hours consisting of BUS 210C, MFG 240C, MFG 245C, MFG 265C, and six hours of advisor approved electives.~~*Office Management and Supervision Concentration of the Business Degree*The Office Management and Supervision Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students: BUS 102C, BUS 214C, BUS 225C, BUS 245C, BUS 248C, BUS 254C, and BUS 257C. |

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| *Real Estate Concentration of the Business Degree*The Real Estate Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students: RE 170C, RE 171C, RE 272C, RE 273C, RE 274C, 3 hour RE elective or a 3 hour Business elective. (BUS 230C-Internship strongly recommended.) *Water Utilities Management Concentration of the Business Degree*The Utilities Management Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students: UM 101, UM 205, UM 215, UM 225, UM 235, UM 245. | *Real Estate Concentration of the Business Degree*The Real Estate Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students: RE 170C, RE 171C, RE 272C, RE 273C, RE 274C, 3 hour RE elective ~~or~~ **and** a 3 hour Business elective. (BUS 230C-Internship strongly recommended.) *~~Water Utilities Management Concentration of the Business Degree~~*~~The Utilities Management Concentration of the Business Degree requires the following courses in addition to the core courses and general education courses required of all Business students: UM 101, UM 205, UM 215, UM 225, UM 235, UM 245.~~ |

**Business Management Concentration**

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| Core 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 21 HoursBUS 102C 3BUS 214C 3BUS 245C 3BUS 248C 3 BUS 250C 3BUS 257C 3BUS 270C 3General Education 18 HoursENGL 100C 3COMN 161C 3Cat B Elective 3 ECO 202C 3ECO 203C 3MA 116C 3 | Proposed **C**ore 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 21 HoursBUS 102C 3BUS 214C 3BUS 245C 3BUS 248C 3 BUS 250C 3BUS 257C 3BUS 270C 3**Colonnade 15 Hours** English 100 3**Communications 145 3****Arts and Humanities Foundations or Explorations Course 3****Social and Behavioral Sciences** **Foundations or Explorations Course 3** **Math 109 or** Math 116  **3** |

**Business Management Preparation Concentration**

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| Core 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 18 HoursBUS 214C 3BUS 257C 3 MGMT 200C 3ECO 206C 3300 level courses (2) 6General Education 18 HoursENGL 100C 3COMN 161C 3Cat B Elective 3 ECO 202C 3ECO 203C 3MA 116C 3 | Proposed **C**ore 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3**Concentration 21 Hours**BUS 214C 3BUS 257C 3 MGMT 200C 3ECO 206C 3**300 level courses (3) 9****Colonnade 15 Hours** English 100 3**Communications 145 3****Arts and Humanities Foundations or Explorations Course 3****Social and Behavioral Sciences** **Foundations or Explorations Course 3** **Math 109 or** Math 116  **3** |

**Leadership Concentration**

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| Core 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 21 HoursBUS 214C 3BUS 245C 3 BUS 248C 3BUS 257C 3LEAD 200 3 Two 300 level courses 6General Education 18 HoursENGL 100C 3COMN 161C 3Cat B Elective 3 ECO 202C 3ECO 203C 3MA 116C 3 | Proposed **C**ore 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 21 HoursBUS 214C 3BUS 245C 3 BUS 248C 3BUS 257C 3LEAD 200 3 Two 300 level courses 6**Colonnade 15 Hours** English 100 3**Communications 145 3****Arts and Humanities Foundations or Explorations Course 3****Social and Behavioral Sciences** **Foundations or Explorations Course 3** **Math 109 or** Math 116  **3** |

**Management Information Systems Concentration**

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| Core 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 18 HoursINS 181C 3INS 182C 3INS 270C 3INS 272C 3 INS 2765C 3INS Elective 3General Education 18 HoursENGL 100C 3COMN 161C 3Cat B Elective 3 ECO 202C 3ECO 203C 3MA 116C 3 | Proposed **C**ore 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3**Concentration 21 Hours**INS 181C 3INS 182C 3INS 270C 3INS 272C 3 INS 2765C 3**INS Electives (2) 6****Colonnade 15 Hours** English 100 3**Communications 145 3****Arts and Humanities Foundations or Explorations Course 3****Social and Behavioral Sciences** **Foundations or Explorations Course 3** **Math 109 or** Math 116  **3** |

**Office Management and Supervision Concentration**

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| Core 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 21 HoursBUS 102C 3BUS 214C 3BUS 225C 3BUS 245C 3 BUS 248C 3BUS 254C 3BUS 257C 3General Education 18 HoursENGL 100C 3COMN 161C 3Cat B Elective 3 ECO 202C 3ECO 203C 3MA 116C 3 | Proposed **C**ore 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 21 HoursBUS 102C 3BUS 214C 3BUS 225C 3BUS 245C 3 BUS 248C 3BUS 254C 3BUS 257C 3**Colonnade 15 Hours** English 100 3**Communications 145 3****Arts and Humanities Foundations or Explorations Course 3****Social and Behavioral Sciences** **Foundations or Explorations Course 3** **Math 109 or** Math 116  **3** |

**Real Estate Concentration**

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| Core 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3Concentration 18 HoursRE 170C 3RE 171C 3RE 272C 3RE 273C 3 RE 274C 3Elective 3General Education 18 HoursENGL 100C 3COMN 161C 3Cat B Elective 3 ECO 202C 3ECO 203C 3MA 116C 3 | Proposed **C**ore 24 HoursACC 200 3ACC 201 3CSCI 145C 3BUS 100C 3FINC 161C 3BUS 210C 3BUS 212C 3BUS 253C 3**Concentration 21 Hours**RE 170C 3RE 171C 3RE 272C 3RE 273C 3 RE 274C 3**One BUS elective 3****One RE elective 3****Colonnade 15 Hours** English 100 3**Communications 145 3****Arts and Humanities Foundations or Explorations Course 3****Social and Behavioral Sciences** **Foundations or Explorations Course 3** **Math 109 or** Math 116  **3** |

**4. Rationale for the proposed program change:**

**A.** Changing the current general educational requirements to better match the Colonnade program will allow future students to enroll in classes that will allow a seamless transition into any baccalaureate program the student wants to pursue.

B. The reduction of general education from 18 to 15 credit hours in the Business Management Preparation, Management Information Systems and Real Estate concentrations creates the same general education requirements for all concentrations.

C. The addition of one 300 level class in the concentration of the Management Preparation Concentration will allow students to select classes that best meet their needs for a seamless transition into their baccalaureate program and, given the reduction in general education hours, is required to maintain 60 hours total.

D. The addition of one INS elective in the Management Information Systems Concentration provides students more skill specific courses and brings this concentration in line with the other concentrations within the Business program, and, given the reduction in general education hours, is required to maintain 60 hours total.

E. The addition of one BUS/RE elective in the Real Estate concentration provides more skill specific courses and brings this concentration in line with the other concentrations within the Business program, and, given the reduction in general education hours, is required to maintain 60 hours total.

F. Water Utilities Management has been moved into Ogden, and is no longer part of the 288 program. We have permission from the Department of Geography and Geology to delete it.

**5. Proposed term for implementation and special provisions:** Fall 2014

**6. Dates of prior committee approvals:**

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| School of Professional Studies  | **1/29/2014** |
| University College Curriculum Committee  | **2/06/2014** |
| Professional Education Council (if applicable) | **N/A** |
| Undergraduate Curriculum Committee  |  |
| University Senate |  |