

Curriculum Committee  
AGENDA  
Tuesday, January 27, 2015  
RPL 325, 3 p.m.

- I. Call to Order and Approval of Minutes
- II. New Business
  - A. General Education Program Recommended Changes and Annual Report
- III. Curricular Items
  - A. Department of Nursing
    - 1. Delete NUR 3302, Health Assessment for Medical Interpreters, from the course descriptions.
  - B. Department of Management and Marketing
    - 1. Add the minor in Business and Entrepreneurship.
- IV. Adjournment

DEC 04 2014

Arkansas Tech University  
REQUEST FOR COURSE DELETION

TO:	Select Appropriate Committee
FROM (Initiating Department):	Nursing
DATE SUBMITTED:	12/1/14

Title	Signature	Date
Department Head	Rebecca Burns	12/1/14
Dean	Jeff W. Ketur	2014 Dec 3
Teacher Education Council (if applicable)		
Graduate Council (if applicable)		
Registrar	J. Weaver	12/4/14
Vice President for Academic Affairs		

Course Subject: (e.g., ACCT, ENGL) NUR	Course Number: (e.g., 1003) 3302
If this course is cross-listed, list course subject and number.	Will the cross-listed course be deleted? <input type="radio"/> Yes <input checked="" type="radio"/> No
Official Catalog Title: Health Assessment for Medical Interpreters	
<b>(NOTE: If major or minor course, you must complete the Request for Program Change form to delete course from program.)</b>	
Attach the Course Deletion Assessment Form. The form is located on the Assessment & Institutional Effectiveness web page at <a href="http://www.atu.edu/assessment/">http://www.atu.edu/assessment/</a>	
If this course will affect other departments, a Departmental Support Form for each affected department must be attached. The form is located on the Curriculum forms web page at <a href="http://www.atu.edu/registrar/curriculum_forms.php">http://www.atu.edu/registrar/curriculum_forms.php</a> .	
No	
NOTE: This deletion will be effective in the May Mini Term (the last term) of the current catalog year.	

**Arkansas Tech University**

**Course Deletion**

**Assessment Form**

**Our Mission**

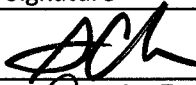


Arkansas Tech University, a state-supported institution of higher education, is dedicated to nurturing scholastic development, integrity, and professionalism. The University offers a wide range of traditional and innovative programs which provide a solid educational foundation for life-long learning to a diverse community of learners.

Provide an answer for each question. Your answers are to be typed single spaced.

- a. If this course is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable. Not applicable
- b. Explain the rationale for the course deletion. This program was deleted in 2011. Due to an oversight, this course was not deleted at the time.

**Arkansas Tech University**  
**PROPOSAL FOR CHANGE IN PROGRAM**

TO:	Curriculum Committee
FROM (Initiating Department):	College of Business
DATE SUBMITTED:	01/12/2015

Title	Signature	Date
Department Head Stephen Jones		1/12/2015
Dean Ed Bashaw		1/12/2015
Teacher Education Council (if applicable)		
Graduate Council (if applicable)		
Registrar		1/12/2015
Vice President for Academic Affairs		

Program Title: Minor in Business	Requested changes will be effective Summer I for next catalog year
Outline change in program: (e.g., list changes in program such as (1) delete three hours of elective and (2) add three hours of approved major electives)	
<p><b>Change title of minor to: <u>Minor in Business &amp; Entrepreneurship</u></b>  <b>Change courses required to: ACCT 2003, ECON 2013, MGMT 3003, MGMT 4053, MKT 3043 and one of the following: MGMT 4023, MGMT 4213, MGMT 4063, MKT 3163 or MKT 4053.</b></p>	
What impact will the change have on staffing, on other programs and space allocation? <b>None</b>	
Attach the Change in Program Assessment Form. The form is located on the Assessment & Institutional Effectiveness web page at <a href="http://www.atu.edu/assessment/">http://www.atu.edu/assessment/</a> <b>See attachment.</b>	
If this course will affect other departments, a Departmental Support Form for each affected department must be attached. The form is located on the Curriculum forms web page at <a href="http://www.atu.edu/registrar/curriculum_forms.php">http://www.atu.edu/registrar/curriculum_forms.php</a> . <b>No impact on other departments is expected.</b>	
In the attached matrix, include requested changes in the matrix and include course number and title. <b>N/A</b>	

**Memorandum**

**To: Curriculum Committee**

**From: General Education Committee Chair, Dr. Joseph Swain and Dr. Monica Varner, Director of Assessment and Institutional Effectiveness**

**Topic: General Education Program Recommended Changes and Annual Report**

**Date: June 4, 2014**

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Dear Curriculum Committee:

Please review the following proposed changes to the General Education Goals which have been approved by the General Education Committee. Every five years the General Education Committee is required to lead a focus review of the General Education Goals, and make necessary changes to the General Education Program Goals (General Education Committee Responsibilities, October 21, 2008). Please consider the following changes. At the completion of your review and approval, please forward this memo to the Faculty Senate for approval, who shall forward the recommendations to the Vice President of Academic Affairs for approval.

**General Education Committee: Recommendation 1**

On January 27, 2014, the General Education Committee unanimously approved the new criteria for the General Education Goal, Civic Involvement. The criteria sub-committee developed the following criteria.

Civic Involvement: New Criteria

1. Students will reflect on how their attitudes and beliefs are different from diverse others and what they have learned about self and diverse others from the service experience.
2. Students will identify and apply knowledge (concepts, facts, and theories) from the course to make relevant connections to civic engagement.
3. Students will provide evidence of experience in civic involvement activities.
4. Students will effectively communicate civic involvement experiences from an objective perspective.
5. Students will demonstrate leadership of civic action and achievement of civic purpose.

(Note: The Civic Involvement General Education Learning Outcome was approved during the 2012-2013 academic cycle. The General Education Committee postponed the development of specific criteria until they completed a review of civic learning best practices.

<http://www.aacu.org/value/rubrics/civicengagement.cfm>)

On February 27, 2014, the University Assessment Committee reviewed the criteria for Civic Involvement. The Assessment Committee supports the changes as proposed by the General Education Committee.

### **General Education Committee: Recommendation 2**

On March 19, 2014, the General Education Committee unanimously approved the revised criteria for the General Education Goal, Ethical Perspective. The criteria sub-committee developed the following revised criteria.

#### Demonstrate Ethical Perspective: New Criteria

1. Students will consider issues through well-established ethical and moral traditions.
2. Students will demonstrate ethical self-awareness.
3. Students will demonstrate an understanding of different ethical perspectives.
4. Students will recognize ethical issues.
5. Students will apply ethical perspectives.
6. Students will evaluate different ethical perspectives.

(<http://www.aacu.org/value/rubrics/ethicalreasoning.cfm> )

#### Demonstrate Ethical Perspective: Old Criteria (Report on General Education Assessment, February 2009)

1. Exhibit integrity and reliability in individual action and institutional activities.
2. Practice principle-centered leadership
3. Demonstrate responsibility when interacting with new technologies and information.

### **General Education Committee: Recommendation 3**

On April 24, 2014, the General Education Committee unanimously approved the recommendation to move Wellness Concepts to the University Strategic Plan, under the university value, “attention to individual students that nurtures personal growth and lifelong success.” In 2012-2013, the General Education Committee dropped courses related to wellness due to the 120 hour degree policy. The General Education Committee believes this goal will be addressed more effectively by the university as a whole including services offered by the university fitness center, intramural sports, nutritional choices in the cafeteria, and other fitness and wellness activities and courses which are provided for students by the university.

On April 30, 2014, the Director of Assessment and Institutional Effectiveness shared the following proposed changes with the Vice President of Academic Affairs. The General Education Committee exercises oversight for the general education program, while collaborating with administration, to assure the production of an effective General Education program. (General Education Committee Purpose, October 21, 2008).

### **General Education Committee: Annual Report**

The following is an annual summary/report of the General Education Committee action items and initiatives for academic cycle 2013-2014. On September 13, 2013, the committee approved adding AGBU 2063 and AGBU 2073 to the General Education curriculum, on November 19, 2013, the committee approved the Course Program General Education (CPGE) Assessment system form which was developed by the Office of Assessment and Institutional Effectiveness. The form is designed to assist

faculty with CPGE Assessment system set up, the form can be found on the General Education Committee webpage. On January 27, 2014, the committee approved the General Education Evaluation form developed by the Office of Assessment and Institutional Effectiveness. This form assists the General Education Committee with their oversight of the General Education Program. The form provides a General Education Program assessment process to help the committee determine the effectiveness of the program including the monitoring of the General Education Goals, the assessment of the General Education Program, review and or recommended proposals, the consideration of proposals for removal which no longer fit the General Education Goals and program, and the publically articulating the purpose, content, and intended learning outcomes of general education. (General Education Committee Responsibilities, October 21, 2008). On March 19, 2014, the committee approved an ETS Proficiency Profile Assessment Proposal from the Office of Assessment and Institutional Effectiveness. The proposal requested adding a global general education assessment instrument for future implementation. The university presently utilizes ETS for education majors/programs and other disciplines. No further plans or processes were discussed, the committee will revisit the ETS General Education Assessment global initiative during the next academic cycle. On April 24, 2014, the committee approved the revised General Education Evaluation form from the Office of Assessment and Institutional Effectiveness. The form was reduced to 11 criteria, includes specific assessment processes, and the types of general education and student learning evidence to be collected. A copy of the evaluation form can be found on the General Education Committee web page. This summary will be shared with the “Vice President of Academic Affairs, the Faculty Senate, the Curriculum Committee, and the Assessment Committee” (General Education Committee Purpose, October 21, 2008).

Please don't hesitate to contact Dr. J.J. Mayo, General Education Committee Chair for academic cycle 2014-2015 and Dr. Monica Varner, Director of Assessment and Institutional Effectiveness for additional information.

**Arkansas Tech University**  
**Proposal for Change in Program**  
**Assessment Form**

**Our Mission**

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Provide an answer for each question. Your answers are to be typed single spaced.

- a. How does the program change fit with the university mission? **Provides a requested minor in entrepreneurship to bring us into alignment with the President's goal for the College of Business.**
- b. If this change in the program is mandated by an accrediting or certifying agency, include the directive. If not, state not applicable. **N/A**
- c. How will the program change impact learning for students enrolled in this program? **This change provides a broad small business foundation for students with a general business interest and a small business focus for those with an entrepreneurial interest.**
- d. What will students demonstrate, represent, or produce to provide evidence of their learning once they complete the program? **A completed and professional small business plan.**
- e. Provide an example or examples of student learning assessment evidence which supports the changes in the program. **N/A**
- f. How does this course fit in the current state of the discipline? Include Arkansas institutional comparisons. If Arkansas educational institutions do not have the course or program provide comparative examples from regional educational institutions. **It provides a broad experience in entrepreneurship and business. It also provides an applied learning path for students interested in entrepreneurial development.**
- g. Attach a detailed assessment plan including three to five specific program student learning outcomes, means or instructional measures to assess each outcome, identify program courses where learning will be assessed, and performance standards or criteria for success which demonstrate student learning for each outcome. (Examples for assessment plans/curriculum mapping can be found at the Office of Assessment and Institutional Effectiveness web page.) **N/A**