Arkansas Tech University

PROPOSAL FOR CHANGE IN PROGRAM

TO: Curriculum Committee or Graduate Council (as appropriate)
FROM: Department of Nursing
DATE SUBMITTED: September 12, 2012

REQUEST FOR CHANGE IN PROGRAM (Modification or Deletion of Existing Major, Option or Minor)

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<tr>
<td>Department Head</td>
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<td>9-10-12</td>
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<tr>
<td><em>Rebecca Burris, PhD, RN</em></td>
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<td>Dean</td>
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<td>2012 Sept 18</td>
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<td><em>Jeff Robertson, PhD</em></td>
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<td>Teacher Education Council (if applicable)</td>
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<td>Graduate Council (if applicable)</td>
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<td>Registrar</td>
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<td>11/15/12</td>
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<td>Vice President for Academic Affairs</td>
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Program Title: *Master of Science in Nursing Administration and Emergency Management*

Effective Date: Fall 2013

Outline change in program and attach curriculum matrix:

(1) Move NUR 6513 Fiscal Management from the Administration concentration area to the core curriculum. This changes the number of core hours from 27 hours to 30 hours. This leaves 6 hours remaining in each concentration area (either Nursing Administration or Emergency Management)

(2) Change the EMHS 6883 Workshop or EMHS 6893 Independent Study requirement (in the Emergency Management concentration area) to a EMHS 5000-6000 elective. Delete EmHS 6013 Technology for EM

What impact will the change have on staffing, on other programs and space allocation?

*This will increase the number of students taking the NUR 6513 Fiscal Management course. We typically have 1-3 students at a time in this class, and increasing the number is considered a benefit for student discussion by the professor who teaches the course.*

Please provide a rationale for the need for this new course including the evidence derived from your program assessment. Assessment evidence may come from direct and indirect measures of student learning as well as analysis of the current state of the discipline.
(1) Moving the Fiscal Management course into the core curriculum is based on discussion with the National League for Nursing Accrediting Commission (NLNAC) site visitors during their initial accreditation site visit in fall 2011. They strongly suggested that we consider making this change, as the fiscal management content would be included on certification exams for nurse administrators. The MSN committee concurs with this suggestion for program improvement.

(2) Changing the EMHS 5883 Workshop or EMHS 5893 Independent study to EMHS 5000-6000 elective is based on student evaluations and students’ frequent requests to choose from a wider variety of offered EMHS courses which are of interest to nursing. This may actually reduce workload of EMHS faculty when a student opts for a course that is already prepared to be offered to a group of students online as opposed to the independent study that requires additional one-on-one time with an individual student. The student may still have the option to pursue a workshop or independent study as their elective, but we predict that most will choose an existing class that is online.

If this course will affect other departments a Departmental Support Form for each affected department must be attached.

(1) The move of Fiscal Management to the core course list does not affect any other department

(2) The change of requirement for the 5000-6000 elective (choice of the student) in lieu of the requirement to take EMHS 6883 Workshop or EMHS 6893 may affect the workload of the EMHS faculty, but we anticipate that this will reduce some workload rather than add to it.

In the attached matrix, outline in specific detail how your proposal will alter the program (include course number and title)

**Previous Curriculum:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 6213</td>
<td>Epidemiology</td>
</tr>
<tr>
<td>NUR 6103</td>
<td>Theoretical Foundations</td>
</tr>
<tr>
<td>NUR 6203</td>
<td>Research Design and Methods</td>
</tr>
<tr>
<td>NUR 6303</td>
<td>Law, Ethics, and Policy in Health Care</td>
</tr>
<tr>
<td>NUR 6313</td>
<td>Role of the Nurse Administrator</td>
</tr>
<tr>
<td>EMHS 6063</td>
<td>Principles of Hazards</td>
</tr>
<tr>
<td>EMHS 5993</td>
<td>Special Projects</td>
</tr>
<tr>
<td>EMHS 6003</td>
<td>Design/Management of Preparedness</td>
</tr>
<tr>
<td>NUR 6403</td>
<td>Non-thesis Project plus 3 hr elective</td>
</tr>
<tr>
<td>NUR 6996</td>
<td>Research Thesis</td>
</tr>
</tbody>
</table>

27 hours CORE

**Concentration Areas:**

**Administration**
- NUR 6503 Organizational Behavior
- NUR 6513 Fiscal Management
- NUR 6526 Administration Practicum

12 hours Administration concentration

**Emergency Management**
- EMHS 6023 Risk/Vulnerability
- NUR 6603 Crisis Intervention
- EMHS 6013 Technology for EM
- EMHS 6883 EM Workshop — or-
- EMHS 6893 Independent Study

12 hours EM concentration
NEW Curriculum: Core Curriculum - Both Tracks:

NUR 6103  Theoretical Foundations
NUR 6203  Research Design and Methods
NUR 6303  Law, Ethics, and Policy in Health Care
NUR 6313  Role of the Nurse Administrator
NUR 6513  Fiscal Management ** (added to core)
EMHS 6063  Principles of Hazards
EMHS 5993  Special Projects
--or--
EMHS 6003  Design/Management of Preparedness
NUR 6403  Non-thesis Project plus 3 hr elective
--or--
NUR 6996  Research Thesis
30 hours CORE

Concentration Areas: Nursing Administration Track

NUR 6503 Organizational Behavior
NUR 6526 Administration Practicum
9 hours Administration concentration

Emergency Management Track

EMHS 6023 Risk/Vulnerability
NUR 6603 Crisis Intervention
EMHS 5000-6000 Elective**
9 hours EM concentration
Master of Science in Nursing Administration and Emergency Management

The Master of Science in Nursing is designed to offer students a program of study to serve the educational needs of professional nurses actively engaged in or planning to enter professions related to emergency management administration in a variety of health care settings. The curriculum will utilize a multidisciplinary approach to integrate principles of nursing administration, including planning, organizing, directing, and evaluating, with principles of emergency management, including preparedness, response, mitigation, and recovery.

The core curriculum includes 27 semester hours of coursework in epidemiology, research design and methods, theoretical perspectives, legal and ethical issues, current trends in health care, nurse administrator role, principles of hazards and emergency management, design and management of preparedness in mitigation systems, and research thesis/project. An additional twelve (12) semester credit hours will be completed in either the nursing administration or emergency management specialty track.

The objectives of the graduate program in Nursing Administration and Emergency Management (NAEM) include:

1. Preparing graduates to assume administrative roles in a variety of health care systems, including hospitals, and community, military, and government agencies.
2. Providing a program of study that addresses the technical competencies and interpersonal skills needed to assume leadership roles in planning and coordinating emergency response strategies.
3. Providing opportunities for students to formulate solutions to important problems of interest to nursing through analysis, synthesis, and application of current research.
4. Preparing graduates to be innovative leaders.

Unconditional Admission

Students are eligible to apply for unconditional admission to the Master of Science in Nursing degree program if they meet all the following requirements:

1. Applicants must meet the admission requirements for Graduate College.
2. Applicants must have graduated from a Commission on Collegiate Education (CCNE) or National League for Nursing Accrediting Commission (NLNAC) accredited nursing programs.
3. Applicants must have a cumulative undergraduate grade point average of 3.00.
4. Applicants must have a current unencumbered registered nursing license.
5. Applicants must submit recent scores for either the Graduate Record Examination (GRE) or the Miller Analogy Test (MAT) to the Graduate College.
6. Applicants must have completed a statistics course.
7. Approval from the MSN Admissions Committee.

RNPs with a bachelor's degree in a field other than nursing will be required to complete NURN 4003, NURN 4024, and NURN 4034.

Conditional Admission

Applicants who fail to meet the above requirements may be admitted conditionally by the Graduate Admissions Committee to earn a maximum of twelve (12) graduate credit hours. If a student was admitted conditionally based on grade point average, the condition will be met if upon completion of twelve (12) semester hours a cumulative grade point average of 3.00 or better is achieved.

Academic Advisors

The Nursing Graduate Studies Committee will assign a faculty advisor to each student admitted to the Nursing degree program. The advisor will assist the student in the design of a curriculum of study that leads to the fulfillment of degree requirements. Additionally, the academic advisor and the Graduate College will monitor the student's progress. It remains, however, the student's responsibility to understand and to satisfy all degree requirements. RNPs with a bachelor's degree in a field other than nursing will be required to complete NURN 4003, NURN 4024, and NURN 4034.

Admission to Candidacy

Students who have been granted conditional admission are eligible for admission to candidacy for the degree upon the completion of twelve (12) graduate hours with a 3.00 grade point average or better and completion of all deficiencies.
Students who have been granted unconditional admission are eligible for admission to candidacy upon completion of twelve (12) hours with a 3.00 grade point average or higher. The Graduate Record Examination (GRE) or Miller’s Analogy Test (MAT) must be completed and official scores on file in the Graduate College. Students who do not submit to the Nursing Graduate Studies Committee an "Application for Admission to Candidacy" prior to the end of the semester in which the student becomes eligible will not be allowed to register for subsequent graduate classes.

**Degree Requirements**

Thirty-nine credit hours are required for completion of the MSN Degree. Twenty-seven hours shall be completed in a professional core component, including six (6) hours of research methods and 3-6 hours of research thesis/project (application). Twelve (12) hours shall be completed in one of two specialty tracks: Nursing Administration (including six (6) hours of practicum) or Emergency Management (including three (3) hours of Workshop or Independent Study).

**Core Curriculum-Both Tracks:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>NUR 6103</td>
<td>Theoretical Perspectives</td>
</tr>
<tr>
<td>NUR 6203</td>
<td>Research Design and Methods</td>
</tr>
<tr>
<td>NUR 6213</td>
<td>Epidemiology</td>
</tr>
<tr>
<td>NUR 6303</td>
<td>Law, Ethics, and Policy in Healthcare</td>
</tr>
<tr>
<td>NUR 6313</td>
<td>The Role of the Nurse Administrator</td>
</tr>
<tr>
<td>EMHS 6063</td>
<td>Principles of Hazards and Emergency Management</td>
</tr>
<tr>
<td>EMHS 6003</td>
<td>Design and Management of Preparedness and Mitigation Systems</td>
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<tr>
<td>-Or-</td>
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<tr>
<td>EMHS 5993</td>
<td>Special Problems</td>
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<tr>
<td>NUR 6991-6</td>
<td>Research Thesis</td>
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<td>-Or-</td>
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<tr>
<td>NUR 6403</td>
<td>Non-thesis project - AND Elective - 3 hours</td>
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</tbody>
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**Nursing Administration Track**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>NUR 6503</td>
<td>Organizational Behavior and Human Resource Management</td>
</tr>
<tr>
<td>NUR 6513</td>
<td>Fiscal Management</td>
</tr>
<tr>
<td>NUR 6526</td>
<td>Nursing Administration Practicum</td>
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**Emergency Management Track**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>EMHS 6023</td>
<td>Risk and Vulnerability Assessment for Business &amp; Industry</td>
</tr>
<tr>
<td>NUR 6603</td>
<td>Crisis Intervention in Disasters</td>
</tr>
<tr>
<td>EMHS 6013</td>
<td>Technology for Comprehensive Emergency Management</td>
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<tr>
<td>EMHS 6883</td>
<td>Emergency Management Workshop</td>
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<tr>
<td>EMHS 6893</td>
<td>Independent Study</td>
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**Special Conditions of Graduate Credit**

**Graduate Credit Taken Prior to Admission to Arkansas Tech University**

If after admission to graduate study, a student wishes to take a course at another institution to count toward degree requirements at Arkansas Tech University, the student must (in advance of enrollment) obtain written approval from the program director and the Graduate College Dean.

**Graduate Credit Taken After Admission to Arkansas Tech University**

A maximum of nine (9) semester hours of graduate credit with a grade point average of "B" or better may be transferred from an accredited graduate school if deemed appropriate to the graduate program by the head of the student's major department and the Graduate College Dean. Students must send a written request to the head of their major department to petition an acceptance of the transfer credit prior to requesting admission to candidacy to the graduate program. Graduate credit earned six (6) years prior to the completion date of all degree requirements may not be applied toward the degree without the approval of the appropriate program director and the Graduate College Dean. Credits earned by correspondence courses or for remedial purposes will not apply toward the graduate degree. No undergraduate course may be repeated for graduate credit.
Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

This form must be completed for every department affected by the course change.

<table>
<thead>
<tr>
<th>Department Affected: Emergency Management</th>
<th>This department</th>
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<tr>
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<td>☐ supports</td>
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<td>☐ does not support</td>
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<td>the change.</td>
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</table>

Comments:

Department Head Signature: [Signature]
Date: 9-13-12
Arkansas Tech University
REQUEST FOR COURSE CHANGE

TO: Curriculum Committee or Graduate Council (as appropriate)
FROM: Speech, Theatre & Journalism
DATE SUBMITTED: 2.8.12

REQUEST FOR COURSE CHANGE

<table>
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<tr>
<th>Title</th>
<th>Signature</th>
<th>Date</th>
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<tbody>
<tr>
<td>Department Head</td>
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<tr>
<td>Anthony Caton</td>
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<td>12.8.12</td>
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<td>Dean</td>
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<td>Dr. Micheal Tarver</td>
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<td>4.5.12</td>
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<tr>
<td>Teacher Education Council (if applicable)</td>
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<td>Graduate Council (if applicable)</td>
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<td>Vice President for Academic Affairs</td>
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| Course Subject: JOUR                                       | Course Number: 4073 |
| Cross-listed with Subject: JOUR                            | Course Number: 5073 |

Official Title
Graphic Communication

Request to change: (check appropriate box)
☐ Course Number
☐ Title
☐ Course Description
X Cross-list
☐ Prerequisite/Co-requisite
☐ Grading
☐ Fee
☐ Other See course syllabi for graduate student requirements

NOTES: These changes will become effective in the Summer I Term of the new catalog year. If this course is cross-listed, a prerequisite/co-requisite, or included in the course description of other courses, a Course Change must be submitted to address all changes in related courses.
New Course Number:
JOUR 5073

New Course Title (Limited to 30 characters including spaces):
Graphic Communication

New Course Description:

Prerequisites: None

Presents the elements of effective print design as well as the other decision making processes involved with creating an effective visual communication (type, art and illustration, basic design principles, paper and ink, printing processes, etc.). Students will create visually appealing projects using the industry standard design and photo manipulation software programs.

New Cross-list:
X Adding Cross-listing  □ Changing Cross-listing  □ Deleting Cross-listing
If adding or changing cross-listing, indicate course subject and number _________________________

New Prerequisite (list all, as you want them to appear in the catalog):
None

New Co-requisite (list all, as you want them to appear in the catalog):
None

X Elective  □ Major  □ Minor
If major or minor course, you must complete the Request for Program Change form.

Please provide a rationale for the change including the evidence derived from your program assessment. Assessment evidence may come from direct and indirect measures of student learning as well as analysis of the current state of the discipline.

Provides exposure to print based design that students will need for Multimedia Publishing and their Professional Project.

How will the effect of the change be monitored in ongoing program assessment?
Student success will be demonstrated in their increased knowledge of design and work presented in the course Multimedia Publishing and for their Professional Project.

If this course will affect other departments a Departmental Support Form for each affected department must be attached.
Graphic Communication
Fall 2012
JOUR 4073/5073 (001)
Time: 4-5:20 p.m., TR Location: RPL 220

Instructor: Tommy Mumert
Office location: Energy Center 103 Phone: 968-0284
Electronic mail: tmumert@atu.edu
Office hours:
Monday: 10:15-10:45 a.m., 1:30-2:45 p.m.
Tuesday: 10:30-11:45 a.m., 1:30-2:30 p.m.
Wednesday: 10:15-10:45 a.m., 2-4:30 p.m.
Thursday: 1:45-3:45 p.m.
Friday: 8:15-9:15 a.m., 10:15-10:45 a.m.
Other hours available by appointment

Course Description: Presents the elements of effective print design as well as the other decision making processes involved with creating an effective visual communication (type, art and illustration, basic design principles, paper and ink, printing processes, etc.). Students will create visually appealing projects using the industry standard design and photo manipulation software programs.


Course Overview: Being an effective communicator is, of course, critical in public relations. There are times when the manner in which a message is presented and delivered can be as important as the message itself. As a result, it is important that we become effective visual communicators. This course will test your knowledge through hands-on assignments that require you to apply material learned from previous public relations courses and integrate new material regarding the use of design to create innovative and effective print communication pieces. Ideally, these pieces can be used as part of a portfolio shown to prospective future employers. You will be asked to select a concept, company, or organization as the topic for your print projects. (Yes, you may certainly use the company or organization you used for your writing portfolio in the Public Relations Writing class last semester.) You will be asked to complete five print-based projects dedicated to your topic. Although I expect each of you to gain exposure in using programs such as Adobe InDesign and Adobe Photoshop, your exposure will depend on your selected topic and your design concepts for the projects. A few weeks into the semester, I will ask you to complete a course project proposal that will detail your concepts on the selected topic and the supportive print projects. While you will not be required to adhere directly with your proposal, it should act as a guideline for your plans with the projects for this course.
Special accommodations: Arkansas Tech is subject to and endorses both the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Students in this course who need any special accommodations should contact the university’s Testing and Disability Services Office (http://utds.atu.edu) at (479) 968-0302.

Academic integrity: I expect each student to abide by the Student Academic Conduct Policies, outlined in the Student Handbook. Among the areas discussed in that section of the handbook is plagiarism. In journalism, there are few sins greater than that of plagiarism, which is stealing someone’s ideas or writings and presenting them as your own. It will not be tolerated in this class. When you use material written by someone else, you MUST attribute that information to your source. Cutting and pasting material directly into your stories from websites is not considered research. It is considered plagiarism and is grounds for a failing grade on an assignment.

Classroom conduct: Excessive talking that is unrelated to classroom discussion will not be tolerated. Cellular telephones should be silenced before class begins. If you are expecting an important call that cannot wait, please notify me before class begins that you are awaiting such a call. Otherwise, there is no need for your telephone to ring during class or for you to send or receive text messages. Because this is a design class, computers will be used on a regular basis. However, that computer use should be directly related to assignments.

Grading: There will be 820 points possible this semester. The points will be divided in the following fashion:

- Chapter quizzes from textbook*: 220 points
- Mid-term exam: 100 points
- Print portfolio**: 500 points

*Quizzes will typically be given on Thursdays and will cover the material from the textbook noted for that week’s subject matter.

**The print portfolio will be presented during the final exam time scheduled for this class. The portfolio will consist of five separate print projects. They include:

- Color full-page magazine ad
- A six-panel brochure
- A four-page newsletter
- A double-page spread for a magazine story
- A special creative project

Your grade on print projects will reflect your use of illustrations/photos, color, white space, typography, copy, and layout to produce communications that are original, appealing, functional and of high quality. Completion of assignment criteria, effort of work, and neatness of presentation will also be counted toward your print project portfolio grade.
Graduate student requirements: Students enrolled in this course for graduate credit (JOUR 5073) must include two special creative projects in their print portfolio and an eight-page newsletter, in addition to the other parts of the portfolio previously listed (full-page ad, six-panel brochure and double-page magazine spread). Additionally, graduate students must submit a reflection paper, from 12-15 pages in length, discussing and analyzing the work of a contemporary designer. The paper should be comprehensive and include background and samples of early work of the designer, a discussion and samples of his/her current work and a discussion of what you believe have been the significant contributions of the designer to the field of graphic communication. The paper is due on the last regularly scheduled day of class for this course. It should be typed, free of errors and follow standard MLA style. This paper will count 150 points toward your final grade, meaning that graduate students have a possible 970 points that can be earned this semester.

A standard grading scale of 90-100 percent, A; 80-89 percent, B; 70-79 percent, C; 60-69 percent, D; and 59 and below, F will be used in this class.

Weekly schedule:

Week 1, Aug. 23: Introduction to course

Week 2, Aug. 28: Graphic communication, communication models, visual communication theories (chapter 1), InDesign basics (handout and discussion)

Week 3, Sept. 4: Design elements and stages, basics of type (chapters 5 and 3)

Week 4, Sept. 11: Creative typography (chapter 4), in-class InDesign assignment

Week 5, Sept. 18: Art and Illustration (chapter 7)

Week 6, Sept. 25: Color (chapter 6)

Week 7, Oct. 2: Project workshops

Week 8, Oct. 9: Mid-term exam Oct. 9, project workshop

Week 9, Oct. 16: Advertising design (chapter 13)

Week 10, Oct. 23: Designing for public relations (chapter 10)

Week 11, Oct. 30: Newsletters (chapter 11)

Week 12, Nov. 6: Magazine design (chapter 14)

Week 13, Nov. 13: Printing, paper and production (chapter 9)
Week 14, Nov. 20: Project workshop

Week 15, Nov. 27: Project workshop
Arkansas Tech University
PROPOSAL FOR CHANGE IN PROGRAM

TO: Graduate Council
FROM: English and World Languages
DATE SUBMITTED: October 4, 2012

REQUEST FOR DISCONTINUE M.ED. IN ENGLISH EDUCATION

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<thead>
<tr>
<th>Title</th>
<th>Signature</th>
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<tbody>
<tr>
<td>Department Head</td>
<td>Carl Branch</td>
<td>10-4-12</td>
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<tr>
<td>Dean</td>
<td>H. C.</td>
<td>10-3-12</td>
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<tr>
<td>Teacher Education Council</td>
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<tr>
<td>Graduate Council</td>
<td>Mary B.</td>
<td>12/3/12</td>
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<tr>
<td>Registrar</td>
<td>Sammy</td>
<td>10/10/12</td>
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<tr>
<td>Vice President for Academic Affairs</td>
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<td></td>
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</tbody>
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Program Title: M.Ed. in English Education
Effective Date: July 1, 2013

Outline change in program and attach curriculum matrix:
Discontinue the M. Ed. in English Education.

What impact will the change have on staffing, on other programs and space allocation?

As no students have completed this degree in recent years, the deletion of the program will have no effect on staffing.

Please provide a rationale for the need for this new course including the evidence derived from your program assessment. Assessment evidence may come from direct and indirect measures of student learning as well as analysis of the current state of the discipline.

Three students completed the M.Ed. in English Education between 2004 and 2009. No students have completed this degree in the past three years.

If this course will affect other departments a Departmental Support Form for each affected department must be attached.

Because no students have completed this degree in three years, its discontinuation should have no important impact on any other department. We have attached a Departmental Support form from Dr. David Bell, Head of the Department of Curriculum and Instruction.
Arkansas Tech University  
DEPARTMENTAL SUPPORT FORM

REQUEST TO DISCONTINUE M.ED. IN ENGLISH EDUCATION

<table>
<thead>
<tr>
<th>Department Affected: Curriculum and Instruction</th>
<th>This department supports ☑ does not support ☐ the change.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments:</td>
<td></td>
</tr>
</tbody>
</table>

Department Head Signature: [Signature]  
Date: 10-4-2012
Secondary Education English

The purpose of the master's program in English is to advance student understanding of English teaching, content, and research.

Degree Requirements

Candidates for the Master of Education degree with a specialization in English must complete 18 semester hours in English and 18 semester hours in education.

English Core Requirements (18 hours)

- ENGL 6013 Structure of the English Language
- ENGL 6023 Composition Theory and Practice
- English Electives 9 - 12 semester hours
- ENGL 6993 Thesis Research*

Professional Education Core Requirements (18 hours)

- EDFD 6003 Educational Research
- EDFD 6993 Project in Educational Research
- EDFD 6313 Principles of Curriculum Development
- EDFD 6203 Supervision of Instruction or
- EDFD 6503 Classroom and Behavioral Management
- EDFD 6653 The At-Risk Child in the School Environment
- EDFD 6043 Current Issues in Human Learning or
- EDFD 6403 Social and Historical Factors in Education
- SEED 6993 Thesis Research*

* Thesis option only. If non-thesis option is selected, SEED 6993 would not be required.