

February 25, 2025 Curriculum Committee/April 8, 2025 Faculty Senate

- I. College of Arts and Humanities – Department of Behavioral Sciences
 1. Delete the Certificate of Proficiency in Diversity.
- II. College of Business and Economic Development – Department of Agriculture and Tourism
 1. Delete the Minor in Hospitality Administration; and
 2. Delete the Minor in Recreation and Park Administration. **Change end term to spring 2026.**
- III. College of Business and Economic Development – Le Moyne Smith School of Business
 1. Delete the Bachelor of Science in Health Information Management (Do not have signed curriculum form requesting deletion of program). See the memo from Faculty Senate regarding the Faculty Retrenchment Policy. **Item voted on in special called meetings. CC approved 3/3/25. FS did not approve 3/11/25.**
- IV. College of Education and Health – School of Professional and Community Education
 1. Change the title for OL 5643, Organizational Globalization and Diversity, to Organizational Culture.
- V. College of STEM – Department of Biological and Earth Sciences
 1. Modify the curriculum in BS Geosciences, as follows: require electives to be approved.
- VI. In an effort for the catalog to reflect current offerings, the departments were asked to review courses not taught in three years or more and submit a list for deletions. Below is a list of courses to be deleted:

College of Arts and Humanities – Department of Behavioral Sciences

 1. SOC 2023 Sociology of the Ozark-Ouachita Region

College of Arts and Humanities – Department of English and World Languages

 1. FR 3003 Conversation and Composition I
 2. FR 3013 Conversation and Composition II
 3. FR 3023 Introduction to Linguistics
 4. FR 4701 Foreign Language Pedagogy
 5. FR 4703 Foreign Language Teaching Methods
 6. FR 4801 Cultural Immersion and Research
 7. GER 4701 Foreign Language Pedagogy
 8. GER 4703 Foreign Language Teaching Methods

College of Arts and Humanities – Department of History and Political Science

1. HIST 3103 The Old South, 1607-1865
2. HIST 3123 The New South
3. HIST 3493 Age of Empire, 1871-1919
4. HIST 4023 Vietnam War
5. HIST 4093 American Culture Since 1800
6. HIST 4163 American history Through Film
7. HIST 4513 History of Science
8. PHIL 2033 The Meaning of Life
9. PHIL 3003 Ancient Greek and Roman Philosophy
10. PHIL 3043 Health Care Ethics
11. PHIL 3083 Leadership Ethics
12. PHIL 3123 Environmental Ethics
13. POLS 3513 Research Methods

College of Business and Economic Development – Department of Agriculture and Tourism

1. HA 1001 Orientation to Hospitality Administration
2. HA 4243 Advanced Lodging Operations Management
3. RP 1031 Introduction to Cycling

College of Education and Health – School of Professional and Community Education

1. PS 3013 Professional Studies Seminar

College of Science, Technology, Engineering, and Mathematics – Department of Biological and Earth Sciences

1. GEOL 2111 Environmental Seminar
2. GEOL 3111 Environmental Seminar
3. GEOL 4111 Environmental Seminar

College of Science, Technology, Engineering, and Mathematics – Department of Mathematical and Physical Sciences

1. CHEM 2111 Environmental Seminar
2. CHEM 3111 Environmental Seminar
3. CHEM 4111 Environmental Seminar
4. PHSC 1004 Principles of Environmental Science
5. PHSC 1074 Physical Science Inquiry
6. PHSC 2003 Physics in Society and the Environment
7. PHSC 4701 Special Methods in Physical Science



ARKANSAS TECH UNIVERSITY

Request for Program Deletion (CERTIFICATE, DEGREE, OPTION, EMPHASIS, CONCENTRATION, or MINOR)

| | |
|--------------------------------|---------|
| Department Initiating Proposal | Date |
| Behavioral Sciences | 1/28/25 |

| Title | Signature | Date |
|-------------------------------------|-------------------------------|---------|
| Department Head | <i>Dr. Wm. J. [Signature]</i> | 1/28/25 |
| Dean | <i>Jeffrey Cass</i> | 1/28/25 |
| Assessment | <i>Amanda Gardner</i> | 2/14/25 |
| Registrar | <i>Sammy Weaver</i> | 2/17/25 |
| Graduate College (if appropriate) | | |
| Vice President for Academic Affairs | | |

| Committee | Approval Date |
|---|---------------|
| General Education Committee (Undergraduate Proposals Only) | |
| Teacher Education Committee (Graduate or Undergraduate Proposals) | |
| Curriculum Committee (Undergraduate Proposals Only) | |
| Faculty Senate (Undergraduate Proposals Only) | |
| Graduate Council (Graduate Proposals Only) | |

Program Title: CP in Diversity

LETTER OF NOTIFICATION

Program Deletion

Deletion of a certificate, degree program, option, or organizational unit. Degree programs and certificates can be deleted with enrolled students. However, institutions must have a phase-out plan for those students. Deleted programs and certificates will be removed from the Approved Programs List during the academic year in which the deletion takes effect.

Required Information:

- 1. Current degree/certificate/option/unit title**
CP in Diversity Studies
- 2. Degree code:** 1066
- 3. CIP code:** 30.2301
- 2. Effective date, term, and academic year:** Spring 2026
- 4. Reason for deletion:** The paucity of students in the CP program (2) and graduates of the program 2) forces the conclusion that the program should be discontinued and resources put elsewhere. Students can still get all the courses listed in the degree if they wish, excluding the introductory course in Diversity Studies. There are multiple CP alternatives that can fit into Arts and Humanities degrees or other degrees across the institution.

Letter of Notification

A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadlines. All changes in existing programs/units or requests for new programs/units may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution:

Name of Provost/Chief Academic Officer

Signature

Date

President/Chancellor Approval Date

Board of Trustee Approval/Notification Date

Contact Person:

Contact Person's Title:

Contact Phone Number:

Contact Email Address

Category 1: New or Existing Program Modification (*select all that apply*)

- ☐ Title or CIP change
- ☐ Articulation Agreement: ☐ 2+2 ☐ 3+1 ☐ 4+1 ☐ Other **attach copy of MOU*
- ☐ Program reconfiguration **attach copy of before & after curriculum*
- ☐ Curriculum revision of program/option/emphasis/concentration/minor **attach copy of before and after curriculum*
- ☐ Existing program offered by distance technology
- ☐ Existing certificate or degree program offered at an existing off-campus location
- ☐ New option, emphasis, concentration, or minor
- ☐ New certificate program (certification of proficiency, technical certificate, or graduate certificate) **attach copy of curriculum*

Effective Term:

Effective Academic Year:

Effective Date (optional):

| | Before Proposed Changes | After Proposed Changes/New Program |
|----------------------------------|-------------------------|------------------------------------|
| Program/Certificate Title | | |
| Degree Code | | |
| CIP Code | | |
| % Online (if applicable) | | |

Reason for Proposed Action (*attach additional pages as needed*)

Category 2: Program Deletion/Inactive or Reactivation☒ Delete program/option/emphasis/track

Requires phase-out plan. If program has enrolled students, it will be placed in P = Phase-Out Delete status until it has 0 students.

☐ Change program to Inactive Status

If program has enrolled students, it will be placed in F = Future Inactive status until it has 0 students. A program can be in Inactive Status for a maximum of 5 years. After 5 years, the program will be deleted.

☐ Reactivation of program from inactive status (*inactive for less than 5 years*)

Effective Term: Summer I

Effective Academic Year: 2026-27

Effective Date (optional): 6/1/2026

| Program/Certificate/Option | CIP Code | Degree Code |
|----------------------------|----------|-------------|
| Certificate of Proficiency | 30.2301 | 1066 |

Reason for Proposed Action (*attach additional pages as needed*)

The last awards will be made at the end of the spring 2026.

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units☐ Establishment of new instruction, research, or service institute/center that does not serve as a basis for faculty appointments or degree programs. **attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.*☐ Deletion of instruction, research, or service institute/center.☐ Establishment of administrative/organization unit that does not serve as a basis for faculty appointments or degree programs.
**attach copy of before and after organization chart*☐ Reorganization/Renaming/Deletion of existing administrative/organization unit **attach copy of before and after organization chart*

Effective Term: Select Term

Effective Academic Year:

Effective Date (optional):

Reason for Proposed Action (*attach additional pages as needed*)

SAVE

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ATTACHMENTS

Please save and upload this form and supporting documents to: [File Transfer System](#)



ARKANSAS TECH UNIVERSITY

Request for Program Deletion (CERTIFICATE, DEGREE, OPTION, EMPHASIS, CONCENTRATION, or MINOR)

| Department Initiating Proposal | Date |
|--------------------------------|------------|
| Agriculture & Tourism | 12/16/2024 |

| Title | Signature | Date |
|--|------------------------|----------|
| Department Head Michael Bradley | <i>Michael Bradley</i> | 12/16/24 |
| Dean Tracy Cole | <i>Tracy Cole</i> | 12-18-24 |
| Assessment Amanda Gardner | <i>Amanda Gardner</i> | 2/11/25 |
| Registrar Tammy Weaver | <i>Tammy Weaver</i> | 2/17/25 |
| Graduate College (If appropriate) | | |
| Vice President for Academic Affairs Adolfo Santos | | |

| Committee | Approval Date |
|---|---------------|
| General Education Committee (Undergraduate Proposals Only) | |
| Teacher Education Committee (Graduate or Undergraduate Proposals) | |
| Curriculum Committee (Undergraduate Proposals Only) | |
| Faculty Senate (Undergraduate Proposals Only) | |
| Graduate Council (Graduate Proposals Only) | |

Program Title:

Minor in Hospitality Administration

Program Deletion

Deletion of a certificate, degree program, option, or organizational unit. Degree programs and certificates can be deleted with enrolled students. However, institutions must have a phase-out plan for those students. Deleted programs and certificates will be removed from the Approved Programs List during the academic year in which the deletion takes effect.

Required Information:

- 1. Current degree/certificate/option/unit title**
Discontinue Minor in Hospitality Administration
- 2. Degree code**
3260
- 3. CIP code**
52.0903
- 4. Effective date, term, and academic year**
July 1, 2025 or Fall 2025 (or as soon as possible thereafter)
- 5. Reason for deletion**
The department faculty voted to discontinue the minor in Hospitality Administration. In a previous curricular update, several of the courses that are included in each minor were removed from rotation and others were reconfigured. Therefore, the minor had to incur significant change or be removed from the curriculum. Due to the variety of factors and low enrollment in the minor, the faculty decided to discontinue the minor in Hospitality Administration.



ARKANSAS TECH UNIVERSITY

Request for Program Deletion (CERTIFICATE, DEGREE, OPTION, EMPHASIS, CONCENTRATION, or MINOR)

| Department Initiating Proposal | Date |
|--------------------------------|------------|
| Agriculture & Tourism | 12/16/2024 |

| Title | Signature | Date |
|--|------------------------|----------|
| Department Head Michael Bradley | <i>Michael Bradley</i> | 12/16/24 |
| Dean Tracy Cole | <i>Tracy Cole</i> | 12-18-24 |
| Assessment Amanda Gardner | <i>Amanda Gardner</i> | 2/11/25 |
| Registrar Tammy Weaver | <i>Tammy Weaver</i> | 2/17/25 |
| Graduate College (if appropriate) | | |
| Vice President for Academic Affairs Adolfo Santos | | |

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| Curriculum Committee (Undergraduate Proposals Only) | |
| Faculty Senate (Undergraduate Proposals Only) | |
| Graduate Council (Graduate Proposals Only) | |

| |
|--|
| Program Title: <i>Minor in Recreation and Park Administration</i> |
|--|

Program Deletion

Deletion of a certificate, degree program, option, or organizational unit. Degree programs and certificates can be deleted with enrolled students. However, institutions must have a phase-out plan for those students. Deleted programs and certificates will be removed from the Approved Programs List during the academic year in which the deletion takes effect.

Required Information:

- 1. Current degree/certificate/option/unit title**
Discontinue Minor in Recreation and Park Administration
- 2. Degree code**
3260
- 3. CIP code**
52.0903
- 4. Effective date, term, and academic year**
July 1, 2025 or Fall 2025 (or as soon as possible thereafter) **Change to Spring 2026**
- 5. Reason for deletion**
The department faculty voted to discontinue the minor in Recreation and Park Administration. In a previous curricular update, several of the courses that are included in each minor were removed from rotation and others were reconfigured. Therefore, the minor had to incur significant change or be removed from the curriculum. Due to the variety of factors and low enrollment in the minor, the faculty decided to discontinue the minor in Recreation and Park Administration.

Tammy Weaver

From: Tracy Cole
Sent: Monday, April 7, 2025 9:21 AM
To: Tammy Weaver; Justin Killingsworth
Cc: Cathi McMahan
Subject: Re: Minor in Parks and Recreation

Yes, if this would allow us to keep the minor through the spring semester of 2026. This would allow us time to advise the students who have declared this minor to either finish it or possibly select another minor. If we do this, however, can we prevent any additional students from declaring this minor (unless they can compete it by May 2026)?

Thanks,
Tracy

Tracy Cole, J.D.

Dean, College of Business and Economic Development
Professor of Legal Studies

Arkansas Tech University
Rothwell Hall 435
Russellville, AR 72801
479-968-0491

From: Tammy Weaver <tweaver@atu.edu>
Sent: Monday, April 7, 2025 8:43 AM
To: Justin Killingsworth <jkillingsworth2@atu.edu>; Tracy Cole <tcole7@atu.edu>
Subject: FW: Minor in Parks and Recreation

Faculty Senate meets tomorrow. The proposal was already approved at the March Curriculum Committee. Do you want the proposals to delete the RP minor pulled?

Tammy Weaver, Registrar
Arkansas Tech University
Office of the Registrar
Brown Building, Suite 307
105 West O Street
Russellville, AR 72801-2222

Telephone: 479.968.0643
Fax: 479.968.0683
Email: tweaver@atu.edu

Please take a minute to complete this survey on the service you received.
<http://www.atu.edu/registrar/survey.php>



From: Cathi McMahan <cmcmahan@atu.edu>
Sent: Tuesday, April 1, 2025 7:18 PM
To: Justin Killingsworth <jkillingsworth2@atu.edu>; Tracy Cole <tcole7@atu.edu>
Cc: Tammy Weaver <tweaver@atu.edu>
Subject: Minor in Parks and Recreation

Good Evening:

It was brought to my attention by a current student majoring in Criminal Justice and minoring in Recreation and Parks Administration that the minor in RPA will not be acknowledged after July 1, 2025. This was very much a concern of his as he still needed one course to complete the minor and will not be graduating with his degree until December 2025. Due to the proposed change his minor in Recreation and Park Administration would not be noted on his transcript and he was very upset with this change. After talking with him, I reached out to Tammy Weaver and she stated that this was true... also sharing with me that there are currently 7 students in the system with a declared minor in Recreation and Park Administration. I talked with Tammy to see if there was any possibility of a change in order to allow those in the pipeline to complete their minor. Tammy stated that we could pull the curriculum proposal (to delete the minor in Recreation and Park Administration) before it makes it to the Curriculum Committee Meeting on April 8, 2025. If Dr. Killingsworth is in favor, I would like to ask Dean Cole to pull the proposal to delete the RPA minor at this time. I will work with those in the pipeline to complete the minor as soon as possible and then we can submit the new proposal next year.

Please let me know if you have any questions!

Thank you!

Cathi McMahan, Ph.D., CTRS

she/her/hers

Tourism Program Coordinator/Professor

Dept. of Agriculture and Tourism

1205 North El Paso Avenue

Russellville, AR 72801

(479)968-0385



Department of
Agriculture & Tourism



Faculty Senate

February 20, 2025

Dr. David Ward, Chair of ATU Curriculum Committee

Cc: Mrs. Tammy Weaver, Registrar

Cc: Dr. Tracy Cole, Dean School of Business and Economic Development

Dear Dr. Ward,

The ATU Faculty Senate has heard a report from EVPAA Dr. Santos on a request for consideration of a program elimination of the B.S. degree in Health Informatics Management. The ATU Faculty Senate requests your committee meet to discuss this proposal and then forward your committee's response to myself so this information can be shared with the full Faculty Senate body. I would expect that Dean Cole would forward a program deletion form and associated documentation for your consideration. Your documentation would need to be received by March 4, 2025 for consideration for inclusion on the March Faculty Senate Agenda. Thank you.

Item voted on in special called meeting.

CC approved 2/25/25. FS did not approve on 3/11/25.

Dr. Thomas E. Nupp

Chair ATU Faculty Senate

From: Dr. Adolfo Santos
 Executive VP for Academic Affairs and Provost
 To: Members of the Faculty Senate
 Date: February 4, 2025

Program Discontinuance

Health Information Management, Health Informatics, and K-12 Literacy

Dear members of the Faculty Senate and relevant governance committees. I am writing to seek your review and recommendation by majority vote to support the discontinuance of three academic programs. Two of the three are graduate programs. None of the programs have tenure-track faculty in place. The three academic programs are the following:

- Bachelor of Science in Health Information Management
- Master of Science in Health Informatics
- Master of Education in K-12 Literacy

I will begin with an explanation for program discontinuance of the two health programs and conclude with the K-12 Literacy program.

Program Discontinuance of the Bachelor of Science in Health Information Management and the Master of Science in Health Informatics.

I present this report for your review and to seek your recommendation by majority vote, to support a statement of program discontinuance of the Bachelor of Science in Health Information Management and the Master of Science in Health Informatics.

In the report, we will briefly describe the history of efforts to increase enrollment in these two programs, along with serious on-going discussions to terminate these programs if enrollment numbers did not improve. Following this brief history, we will present evidence that enrollment and graduation numbers continue on the decline, indicating that future cohorts will continue to decrease in size. We will then present evidence that the cost of these two programs significantly outpace all other academic programs, further straining our ability to continue this program.

A Brief History

Not long after the reorganization of the various colleges, which experienced the move of Health Information Management and the Health Informatics from the College of Science Technology Engineering and Math to the College of Business and Economic Development, then Dean Russell Jones had a serious discussion with the faculty of Health Information Management and Health Informatics. Of particular concern was the cost of the program and the declining enrollment numbers in the two programs.

There were some attempts to improve the BS in Health Information Management. In June of 2023, the Board of Trustees approved a request to take the program online, and the faculty have subsequently worked hard to convert all HIM courses to HyFlex format. While this attempt witnessed a slight increase in the number BS students in the Fall of 2023, the numbers continued to decline the following year.

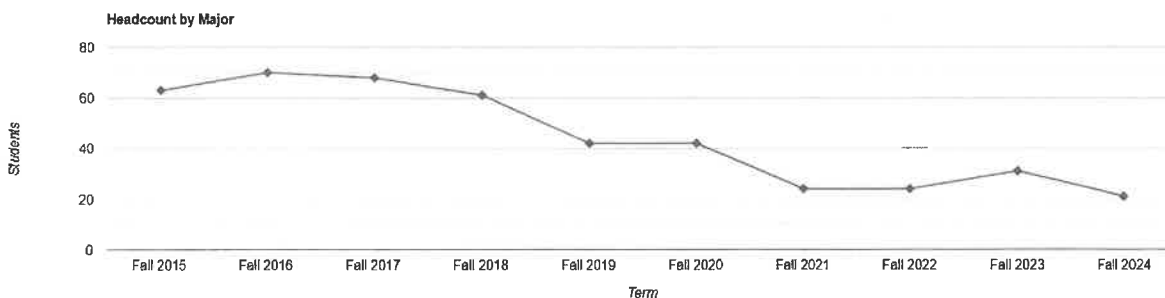
In more recent years, Dean Tracy Cole has expressed similar concerns about the viability of these two programs, raising her concern with the faculty and with the EVPAA & Provost. In attempts to help the undergraduate program, Dean Cole encouraged the faculty to be more flexible with transfer students when possible. HIM Program Director Sara Daniel began working to establish transfer agreements with Arkansas community colleges, but believed that CAHIIM (their accrediting body) restricted their ability to accept transfer courses, especially when a lower-division course would be substituted for a required upper-division course. The faculty therefore arranged a teleconference with CAHIIM representatives and Tammy Weaver to determine the circumstances under which transfer credits could be accepted, and subsequently began working to determine more conducive transfer agreements. The HIM program has since developed a transfer plan that one community college finds acceptable, and has continued working with other institutions toward this goal. Even so, most associate degree programs in this field do not require general education courses, leaving many transfer students with well over 2 more years of coursework to complete the required general education plus at least 40 hours upper-division credits needed for a bachelor's degree.

Continued Decline in Enrollment Numbers

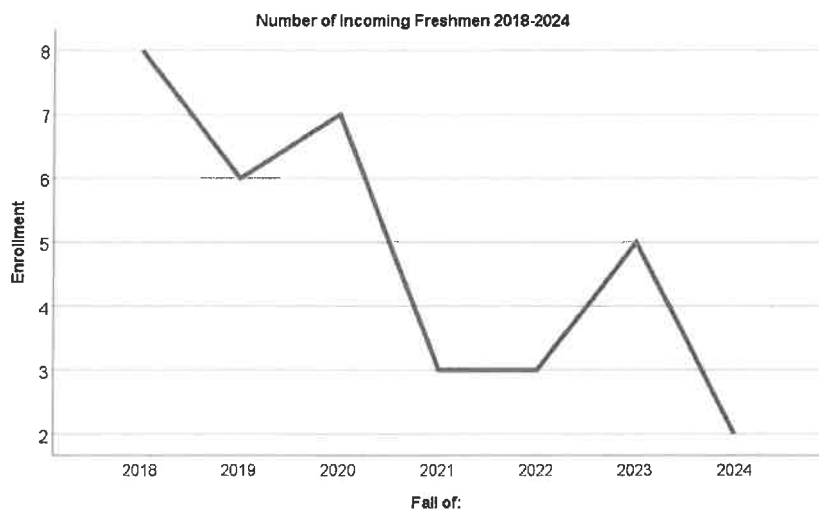
During the last few academic years, the HIM faculty have made consistent efforts to recruit more students by participating in numerous career fairs and other recruitment activities, advertising their program, and networking in their profession. Even so, we have found it challenging to attract a minimum of 10 students in each HIM class. This current semester, 3000 level courses are averaging 8 students, and 4000 level courses are averaging 6. The table below shows the average number of students and the average number of sections in undergraduate program, followed by the average enrollment in the Graduate Program along with the number of sections.

| Average UG Class Size Fall 2022-Spring 2025 | | | Average Grad Class Size Fall 2022-Spring 2025 | |
|---|-----------------|--------------------|---|--------------------|
| Semester | Mean Enrollment | Number of Sections | Mean Enrollment | Number of Sections |
| Fall 2022 | 6.9 | 13 | 13 | 2 |
| Spring 2023 | 8.6 | 9 | 11 | 3 |
| Fall 2023 | 9.3 | 8 | 7.5 | 2 |
| Spring 2024 | 6.5 | 8 | 9 | 3 |
| Fall 2024 | 6.9 | 7 | 2 | 2 |
| Spring 2025 | 7 | 8 | | |

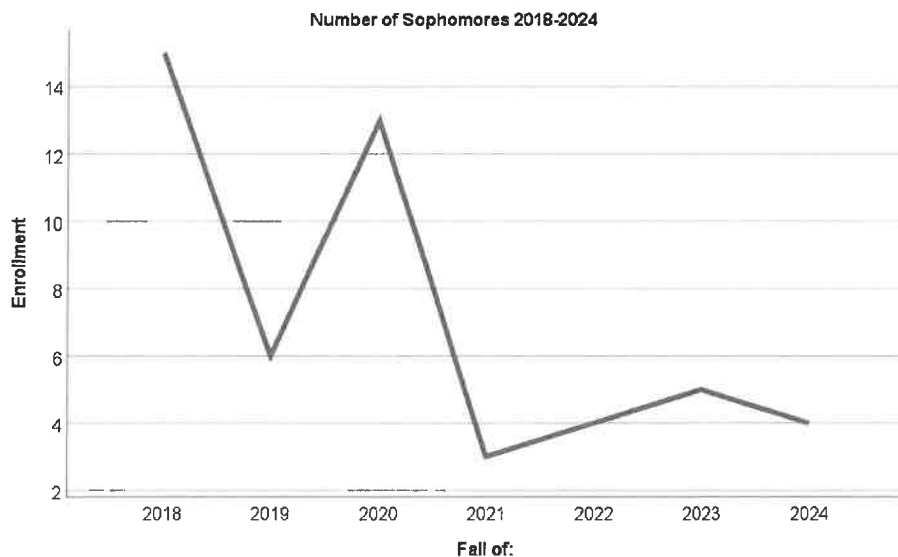
The figure below shows the number of majors in the BS program over time. In Fall 2024, we brought in 2 Freshmen majors. In 2018, we brought in 8.



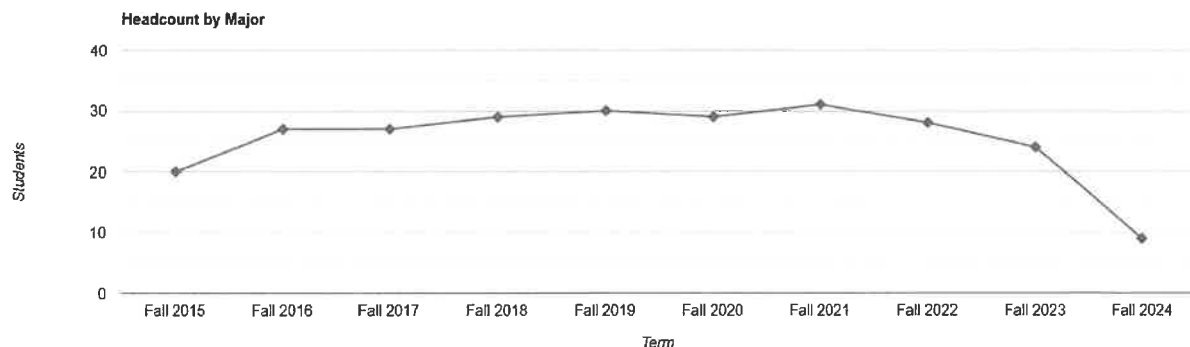
When we control for the incoming freshmen class, however, the number of majors decreases significantly. The figure below shows that this fall semester, we had 2 new freshmen majors.



The number of sophomores over time has also continued to drop. The figure below shows the number of sophomores over time. In the fall of 2024, we only had 4 majors. With such a modest pipeline of freshmen and sophomore students, it is clear that this program is simply not sustainable.



This program currently has an Assistant Professor of Health Information Management, and a Senior Instructor of Health Information Management. We had a third professor, an Assistant Professor of Health Information Management and Informatics. This assistant professor has resigned, which leaves us with no faculty members who are qualified to teach graduate-level Health Informatics courses at this time, and current enrollment cannot support replacement of this faculty position.



The undergraduate program currently has an Assistant Professor of Health Information Management, and a Senior Instructor of Health Information Management. Neither are tenure track positions. We had a third professor who taught in the graduate program – an Assistant Professor of Health Information Management and Informatics. This assistant professor has resigned.

Cost of the Bachelor of Science in Health Information Management

The Bachelor of Science in Health Information Management is the most expensive program at ATU by SSCH. In the Summer of 2024, Ms. Laury Fiorello, VP for Finance and Administration, conducted an analysis of the expenses per semester credit, and reported that the Health Information Management program cost \$1,555.51 per SSCH (for more detail, see Appendix 2). For comparison, below are the average SSCH expenses for each of the colleges and the Health Information Management program.

- Arts and Humanities \$450.64
- Business & Economic Development \$554.88
- Education & Health \$589.04
- STEM \$518.21
- *Health Information Management* \$1,555.51

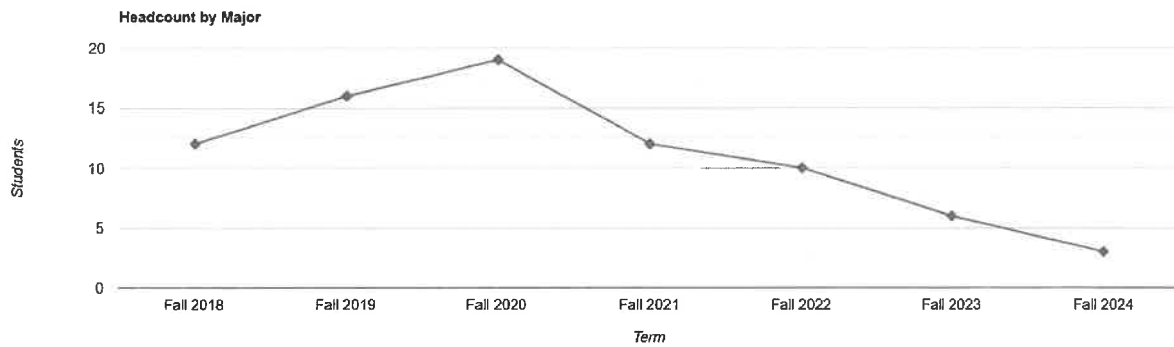
The Health Information Management program is roughly three times more costly than the college averages. This cost is simply not sustainable.

Request of faculty Senate

We seek your support in recommending the closure of the Bachelor of Science in Health Information Management and Master of Science in Health Informatics. These two programs have declining enrollment combined with excessive costs, making the two programs unsustainable.

Program Discontinuance of the Master of Education in K-12 Literacy

The third program I seek your support for discontinuance is the Master of Education in K-12 Literacy. This program has one professor on a terminal contract, which expires in May. In the Fall of 2024, the program only had 3 students. A year earlier, it had 6 students. The graph below shows the number of students in the Master of Education in K-12 Literacy.



In 2022, we graduated 7 students from this program. In 2023, we graduated 3 and in 2024, we graduated 2. Unfortunately, this program does not have a sufficient number of students to remain viable.

Conclusion

While it is never easy to close academic programs, I write to ask for your support to recommend by majority vote, to support the program discontinuance of the Bachelor of Science in Health Information Management, Master of Science in Health Informatics, and the Master of Education in K-12 Literacy.

Appendix 1: Letter of Notification Submitted to the Board of Trustees June 2023

Letter of Notification



A Letter of Notification is required for programmatic and organizational changes that do not require prior review by the Coordinating Board unless requested. The Letter of Notification with supporting documentation must be submitted to ADHE by the established deadline. All changes in existing programs/courses or requests for new programs/courses may be approved by the ADHE Director for immediate implementation and must be included on the agenda of the next scheduled Coordinating Board meeting. This form sets forth the relevant criteria and compliance procedures for institutions submitting letters of notification.

Please complete the Institution information below and Category 1, 2, or 3, depending on the requested change.

Institution:

Name of Provost/Chief Academic Officer _____ Signature _____ Date _____
 President/Chancellor Approval Date _____
 Board of Trustees Approval/Notification Date _____
 Contact Person: _____ Contact Person's Title: _____
 Contact Phone Number: _____ Contact Email Address: _____

Category 1: New or Existing Program Modification (select all that apply)

Title or CIP change
 Joint Bachelor/Master's degree (2+2, 3+1, or 4+1 Program)
 Program reconfiguration *attach copy of before & after curriculum
 Program curriculum revision *attach copy of before and after curriculum
 Existing program offered by distance technology
 Existing certificate or degree program offered at an existing off-campus location
 New certificate program (certification of proficiency, technical certificate, or graduate certificate) *attach copy of curriculum

| Effective Date: | Effective Term: | Effective Academic Year: |
|---------------------------|-------------------------|------------------------------------|
| | Before Proposed Changes | After Proposed Changes/New Program |
| Program/Certificate Title | | |
| Degree Code | | |
| CIP Code | | |
| % Online (if applicable) | | |

Reason for Proposed Action (attach additional pages as needed)

Category 2: Program Deletion/Inactive or Reactivation

Delete program/course/emphasis/track (requires phase-out plan)
 Place program on "Inactive Status" list (program must have no declared students)
 Reactivation of program from inactive status (inactive for less than 5 years)

| Effective Date: | Effective Term: | Effective Academic Year: |
|-----------------|----------------------------|--------------------------|
| | Program/Certificate/Option | Degree Code CIP Code |
| | | |

Reason for Proposed Action (attach additional pages as needed)

Category 3: Instruction/Research/Service Centers and Administrative/Organization Units

Establishment of new instruction, research, or service institute/center *attach synopsis of center's mission and role, physical address, projected annual budget, and funding sources.
 Deletion of instruction, research, or service institute/center.
 Establishment of administrative/organization unit *attach copy of before and after organization chart
 Reorganization/Deletion of existing administrative/organization unit *attach copy of before and after organization chart

Effective Date: _____ Effective Term: _____ Effective Academic Year: _____

Reason for Proposed Action (attach additional pages as needed)



Please save and upload this form and supporting documents to: [File Transfer System](#)



COLLEGE OF BUSINESS

106 West O Street
Rothwell Hall, Suite 433
Russellville, AR 72801

☎ 479-968-0490

📠 479-356-6211

🌐 www.atu.edu/business

June 1, 2023

To: Dr. Julie Furst-Bowe, Interim VPAA

From: Dean Russell Jones, College of Business and Economic Development

Sub: HIM Program

The HIM program at ATU is the only baccalaureate program of its type in the state. There are four associate degree programs in the state, with more students wanting to continue on with their educational journey. Most want to stay with an Arkansas-based program due to financial needs. The HIM faculty have worked very hard to implement MyFlex over the past year to offer the entire program to others outside of the Russellville area. This is especially helpful now as there is an increased need for workers in the HIM space, with several healthcare facilities reporting that they cannot find workers with this background.

Memorandum

Office of Academic Affairs

TO: Dr. Robin E. Bowen
President

FROM: Dr. Julie Furst-Bowe
Interim Vice President for Academic Affairs

RE: Letters of Notifications for New Program Proposals

DATE: June 1, 2023

Please see below the list of Letters of Notification for new and existing programs.

College of Arts and Humanities – Department of Communication and Media Studies

New Certificate of Proficiency in Digital Content Creation
Program Reconfiguration of Bachelor of Arts in Communication and
Bachelor of Arts in Journalism to Bachelor of Arts in Digital Content
Creation

College of Business & Economic Development – School of Business

Offer Bachelor of Science in Health Information Management online

College of Science, Technology, Engineering, and Mathematics –
Department of Engineering and Computing Sciences

Offer Graduate Certificate in Information Technology online

I support the proposals as submitted and forward to you and the Board of Trustees for consideration.

JFB:ae

Attachments

Proposals as submitted

<https://www.atu.edu/business/academicaffairs/curriculum/2023-24/Capitol-Campus/Proposals.pdf>

Appendix 2: Breakdown of Revenue and Expenses by College and Health Information Management

| | Academics | | Scholarships | Academic Support | Student Support | Administrative Support | Total Expenses | Expenses |
|---------------------------------|-----------------|----------------|----------------|------------------|-----------------|------------------------|------------------|-----------|
| | Revenue | Expense | Expense | Expense | Expense | Expense | | Per SSCH |
| Arts & Humanities | \$29,423,430.05 | \$9,333,017.56 | \$6,359,853.08 | \$3,278,414.84 | \$2,812,466.41 | \$1,240,657.93 | -\$23,024,409.82 | -\$450.64 |
| Business & Economic Development | \$11,818,980.34 | \$5,481,132.14 | \$2,108,675.63 | \$1,289,849.83 | \$1,134,820.02 | \$762,428.29 | -\$10,776,905.91 | -\$554.88 |
| Education & Health | \$17,783,315.85 | \$7,728,363.78 | \$2,669,769.65 | \$2,179,235.87 | \$1,910,188.50 | \$900,514.83 | -\$15,388,072.63 | -\$589.04 |
| STEM | \$22,307,353.35 | \$8,591,625.39 | \$5,391,280.53 | \$2,432,877.99 | \$2,108,421.17 | \$1,098,263.42 | -\$19,622,468.50 | -\$518.21 |
| Health Information Management | \$368,953 | \$510,051.52 | \$82,351.94 | \$51,790.52 | \$45,513.64 | \$36,714.89 | -\$726,422.51 | -1,555.51 |



ARKANSAS TECH UNIVERSITY

COSMETIC COURSE CHANGE

| | |
|--------------------------------|-----------|
| Department Initiating Proposal | Date |
| PACE | 1/30/2025 |

| | | |
|-------------------------------------|---------------------|---------|
| Title | Signature | Date |
| Department Head Dr. Rene Couture | <i>Rene Couture</i> | 2/19/25 |
| Dean Dr. Tim Carter | <i>Tim Carter</i> | 2/19/25 |

| | |
|---|-----------------------------|
| Course Subject: (e.g., ACCT, ENGL) | Course Number: (e.g., 1003) |
| OL | 4643/5643 |
| Official Catalog Title: | |
| Organizational Globalization and Diversity | |
| Describe the change you want to make: (e.g., delete the prerequisite, modify the course description) | |
| Change the course title to: Organizational Culture | |
| Modify course description to: Prerequisite: Successful completion of the general education English requirement. This course will discuss cultural (racial, gender, ethnic, religious) and global diversity in the workplace and classroom. Topics include cultural self-awareness, the impact of demographic changes and projections, issues in cross/intercultural settings, and theoretical perspectives of multicultural education. Applied strategies from personal, leadership, and management prospective will be explored. Note: Participation in the course requires access to a computer, the internet, and a webcam or other video capture technology. | |
| Answer the following Assessment questions: 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 cosmetic course change.

The current title is not an accurate representation of specific content covered in the course. The proposed title will allow students to understand the broader context of workplace culture and dynamics in the development of organizations.

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 http://www.atu.edu/registrar/curriculum_forms.php.

Tammy Weaver

From: Michael Davis
Sent: Sunday, April 6, 2025 7:01 PM
To: Tammy Weaver
Subject: "Free" Electives in Geoscience Program

Hi Tammy,

As per our conversation on Thursday, this email addresses the issue of "free" electives in the geoscience program. As discussed, the curriculum change aimed to provide students with more flexibility by offering "free" electives instead of limiting them to specific choices during their degree completion. This change was intended to enable students to select courses that align with their interests, such as biology for paleontology enthusiasts, agriculture for environmentalists, or emergency management for hazard-interested students.

However, it has been discovered that students who have transfer credit, changed their major to geoscience, or possess AP/concurrent credit do not have "free" electives. Instead, their electives are taken up by AP credit, introductory courses from previous majors, courses no longer required, or courses from their Associate degrees that don't fulfill major requirements. This situation is concerning because changes to federal financial aid policies may now prevent these students from taking electives that are eligible for financial aid. Approximately one-quarter of our students will be affected in the upcoming fall semester and will not receive their full financial aid due to having more than three hours of electives in their schedule. We anticipate that this issue will affect more students in the future, as less than half of our students have any "free" elective hours remaining.

To address this problem, we propose that we be allowed to approve these electives instead of randomly selecting them. This approach would allow students to receive their financial aid while still fulfilling the original intent of the curriculum change. We kindly request your advice on the appropriate course of action to ensure that these students are not impacted by this unforeseen financial aid policy.

Thank you.

Michael

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