

December Board of Trustees/April AHDE

Undergraduate Proposals

College of Education and Health – Department of Kinesiology and Rehabilitation Science

1. Delete the Curriculum Bachelor of Science in Coaching Athletes and Physical Activity.

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)*

Articulation Agreement: 2+2 3+1 4+1 Other **attach copy of MOU*

CIP code change

Curriculum revision of program/option/emphasis/concentration/minor **attach copy of before and after curriculum*

Existing program offered by distance technology

Existing program offered at an existing off-campus location

New certificate program (CP, TC or GC made primarily of existing coursework) **attach copy of curriculum*

New degree program (undergraduate or graduate made primarily of existing coursework) **attach copy of curriculum*

New option, emphasis, concentration, or minor

Title Change

Effective Term:

Effective Year:

Before Proposed Changes					
Title:					
CIP Code:		Degree Code:		% Online:	
After Proposed Changes/New Program					
Title:					
CIP Code:		% Online:			

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:

Effective Year:

Effective date should reflect the date in which the deletion/inactivation should begin, not the anticipated date of zero enrolled students.

Title	CIP Code	Degree 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 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:

Effective Year:

Administrative/Organizational Unit Title	Department Code

Reason for Proposed Action (attach additional pages as needed)

SAVE

ATTACH

SUBMIT

SHOW
ATTACHMENTS

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

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**
Bachelor of Science in Coaching Athletics and Physical Activity
- 2. Degree code**
2680
- 3. CIP code**
13.1314
- 2. Effective date, term, and academic year**
June 1, 2026, 2026 Summer Term, 2026-27 Academic Year
- 4. Reason for deletion and teach out plan**
There are no students remaining in the Bachelor of Science in Coaching Athletics and Physical Activity program. All students were moved to Bachelor of Science in Health Exercise Science - Coaching Athletics and Physical Activity and Advanced Certificate in Secondary Education. The Department of Kinesiology and Rehabilitation Science's Bachelor of Science in Health and Exercise Science Coaching Athletics and Physical Activity HES CAPA) track focuses on optimal performance of the human body. The track is designed for students seeking careers in K-12 teaching and athletic coaching, gym/health center management, or recreation supervisor. The track includes two options: Students desiring to coach and teach in public school systems complete the Advanced Certificate in Secondary Education to obtain an Arkansas teaching license in K-12 Health and Physical Education with a coaching endorsement. A second content area for teaching certification is recommended for this option. Students seeking careers in gym/health center management or recreation supervision choose a minor in a related area. Suggested minors include Business and Marketing.