Undergraduate Curriculum Forum
AGENDA
Adanti Student Center 301
Thursday, February 9, 2017

I. Call to order

II. Announcements

III. Approval of UCF minutes of January 26, 2017

IV. UCF Chair’s report

V. Standing Committee Reports
   a. NMC – Notifications Management Committee
   b. WACC – Writing Across the Curriculum Committee
   c. UWIC – University Wide Impact Committee
   d. Ad hoc Assessment Committee
   e. LEPC – Liberal Education Program Committee
   f. Ad hoc Transfer Committee
   g. Special Topics courses
      CMD 198– Fundamentals of Social Communication, Weiss, Cook

VI. TAP Transfer Degrees under review – http://www.ct.edu/initiatives/tap#pathways
   • Early Childhood Teaching Credential Studies (ECTC) has been approved by
     Education and by Interdisciplinary Studies and is recommended for
     approval by the UCF.
   • Theatre – still awaiting recommendation by Theatre Department
   • Arts – still awaiting recommendation by Art Department

VII. Updates from LEP co-directors

VIII. Unfinished business - none

IX. New Business – President Joe Bertolino, guest

Adjournment
UCF Meeting Minutes  
January 26, 2017


**Absent:** J. Sullivan, M. Hartog, R. Ranucci, B. Faracas, E. Rhoades

I. **Call to order**

Called to order at 9:37 am. A quorum (50% + 1) was reached at 9:37 am

II. **Announcements**

a. Marketing (Randye Spina) – Announced the student marketing team placed in semi-finals during an international marketing competition

b. Introduction of new members to UCF

III. **Approval of UCF minutes of 12-8-16**

Minutes approved

IV. **Standing Committee Reports**

A. **NMC – Notifications Management Committee**

1. **Motion to approve Revised Course Proposals**

   PHI 490 – Philosophy Seminar
   REC 202 – Methods & Materials to REC 202 – Methods & Materials: Birth to Five
   REC 396 – Student Activities in Colleges and Universities to REC 396 - Student Activities and Leadership Development in Higher Education
   SMT 356 – Sport and Tourism Marketing and Sales to REC 356 – Sport Marketing
   SMT 455 – Organization & Administration of Sport Management to SMT 388 – Organization & Administration of Sport Management
   MKT 440 – E-Marketing to MKT 341 – Digital Marketing
   PHI 301 - History of Jewish Thought
   PHI 302 - History of Christian Thought
   PHI 303 - History of Islamic Thought
   PHI 309 - Women and Religion
PHI 310 - Women and Philosophy
PHI 315 - Aesthetics
PHI 320 - Thinking, Language and Culture
PHI 321 - Philosophy of Science
PHI 324 - Computer Ethics
PHI 325 - Bio-Ethics of the Life Sciences
PHI 327 - Moral Problems in the Law
PHI 331 - Media - The Ontology of Communication
PHI 351 - Philosophy of Language
PHI 355 - Philosophy of Religion
PHI 375 - Philosophies of Social and Political Change
PSC 301 – Governments of Russia II PSC 301 – Russian Politics and Government
PSC 304 – Politics of Japan and Asian-Pacific Rimlands to PSC 304 – Japan and Other Developed Countries in Asia
PSC 306 – Politics of Asian Communist and Postcommunist States to PSC 306 – China and Other Developing Countries in Asia
PSC 312 – Media, Polls, and American Politics to PSC 312 – Media and American Politics
PSC 318 – African Politics and Culture in the 21st Century to PSC 318 – African Politics and Governments
PSC 329 – Political Participation
PSC 350 – Public Administration to PSC 350 – Public Leadership
PSC 351 – Analysis of Public Policy to PSC 351 – Public Policy Analysis
ART 150 - Drawing I: Materials and Techniques
ART 151 - Drawing II: Materials and Techniques
ART 220 Painting Media and Techniques
ART 250 - Drawing III: Figure Drawing
ART 320 - Form and Structure in Painting
ART 321 - Water Based Media in Painting
ART 420 - Advanced Painting
SED 100 - Fingerspelling & Instructional Sign Language for Exceptional Children I
SED 105 - Fingerspelling & Instructional Sign Language for Exceptional Children II

Motions approved unanimously

2. Motion to Approve New Course Proposals

BIO 470 – Methods of Biology Teaching
EDU 331 – Positive Guidance and Culturally Responsive Pedagogy
EDU 352 – Early Childhood Integrated Curriculum and Assessment
EDU 416 – Leadership, Policy, and Professionalism in ECE
EDU 456 – Early Childhood Practicum and Seminar
REC 312 – Therapeutic Play
REC 365 – Event Planning & Production
REC 366 – Hospitality Service Management
REC 368 – Risk Management in Tourism Hospitality and Event Management
SMT 295 – Evolution of Fantasy Sports & Sports Gaming
SMT 354 – Sport Communication & Promotion
SMT 454 – International Sport Management & Governance
SMT 456 – Sport Finance
SMT 465 – Sport Analytics
HIS 259 – Digital New Haven
MKT 396 – Marketing Case Study
MKT 397 – Current Topics in Marketing
SED 205 - Intermediate American Sign Language I (T1-MC)

Motions approved unanimously

3. Motion to Approve Departmental Minor Revision Proposals

Biology

Motion approved unanimously

4. Motion to Approve Revised Program Proposals

BS Business_CONC_Accounting
BS Business_CONC_Management/MIS
BS Business_CONC_Marketing
BS Business_CONC_ECO/FIN
BA Biology
BS Biology
BA IDS_CONC_Early Childhood Curriculum and Pedagogy
BA IDS_CONC_Child, Family and Community Studies
BS Recreation and Leisure Studies_CONC_Child Life Specialist
BS Sport Management
BS Business Administration_CONC_Marketing
BS REC_CONC_Tourism, Hospitality & Event Management (THEM)
BS ART_CONC_Painting-Drawing
BS Exercise Science_CONC_PE K-12
BS Exercise Sciences_CONC_Human Performance
BS Chemistry_CONC_Biochemistry
BS Chemistry_CONC_Biochemistry (374 to 370)

Motions approved unanimously

5. Expedited Proposals for MCMC

History
• 367
• 409
• 410
Motion approved unanimously

Minutes of December 15, 2016, January 19, 2017 and January 23, 2017 were received

B. LEPC – LEP Committee

Discussion – Committee is discussing some considerations for LEP
1. Similar to in Honor’s College: can student not in Honor’s College, but conducting a thesis, substitute the thesis for the Tier 3 requirement?
2. Semester long study abroad – are there ways to utilize courses from this experience for the LEP – possibility being exempt from 2 to 3 LEP courses or exempt from a portion of LEP?
3. Karen Cummings will meet with the LEPC on a regular basis.
4. International Office will be involved in discussion with LEPC
See minutes for full discussion

Minutes of January 19, 2017 were received

C. UWIC – University Wide Impact Committee

Motion to approve new Program Proposal Form for UWIC (presented at December Meeting)

Motion approved unanimously

No meeting in January

D. Ad Hoc Assessment Committee

1. Vote for committee chair: Rebecca Silady
2. LEP assessment plan to survey all who are currently teaching in the LEP. Focus will be on:
   a. Key elements of what they are teaching; and
   b. Are they already doing an assessment and if so, what kind of assessment?
3. Plan to conduct LEP course assessments on an 18-month basis
4. Current protocol is that LEP data be collected every semester and reviewed every four years; recommendation would be to review every semester so that changes would be more timely.
5. The committee will meet with every affinity group throughout the semester.

Minutes of January 19, 2017 were received

E. WACC – Writing Across the Curriculum Committee

Motion to Approve new W course proposals

COM 225 Interpersonal Communication (Parzyck)
PHI 375 Philosophies of Social and Political Change (Cavallero)

Motion approved unanimously

Continued discussion of WAC proposal with Elizabeth Kalbfeisch

Discussed adding an option for W course proposals for department or faculty member to propose course. Currently, only faculty member can do this.

Minutes of January 19, 2017 were received

F. Ad Hoc Transfer Committee

1. Joan Krieger, Respiratory Therapy Program, provided information regarding the program in response to the proposal submitted by Joan and Lisa Rebeschi, NUR to waive Tier 1 and Tier 2 courses for RSP and RN to BSN students. Identified some questions regarding RSP degree requirements. Liz will meet with Joan to review the degree requirements. Wes O’Brien will forward to the committee the pathway analysis he did with NCC as additional information for review. Will review that information at next meeting.

2. Engaged in discussion regarding possibilities for how transfer credits are applied to LEP requirements for LEP Appendix A revisions. Terri Bennett provided updates regarding recent experiences bringing in new transfer students for Spring, 2017.

Minutes of January 19, 2017 were received

V. TAP Faculty Implementation Review Committee

The most current versions of the Pathways can be found at:
http://www.ct.edu/initiatives/tap#pathways.

TAP Transfer Degrees under review – http://www.ct.edu/initiatives/tap#pathways
• approved by TAP FIRC - Exercise Science – EXS recommends approval
Motion to approve unanimously
• approval of – Early Childhood Training Certificate (ECTC), Theatre, and Arts pending approval by these three departments. Will come forward on February 9, 2017

VI. Special Topics Courses

i. JRN 298 – Broadcast Sports Performance, J. Dunklee
ii. ANT 398 – Poulton Archaeology Field School, Skoczen
UCF Chair has logged these courses

VII. Old Business
none

VIII. New Business
a. Update from Terri Bennett (Director for LEP Advisement and Policy) (now housed in Engelman B115)
   Discussion:
   ▪ The goal in establishing an accessible office is to have a place available for transfer students to have their questions about the LEP answered and avoid the situation in which they have to go to the various departments on their own. This does not take the place of department approval for department requirements but hopefully will improve the process for transfer students for the LEP.
   ▪ A major area of focus currently is implementation of the 6/7 Tier 2 changes that were approved for the LEP. These changes need to be incorporated into the degree evaluation; each program has its own degree evaluation.
   ▪ Transfer bank is not up to date and needs work.
   ▪ Consider an LEP website for students to improve access.
   ▪ The ultimate goal is helping transfer students be successful here at SCSU
b. Update from Dr. Ilene Crawford, Interim Associate Vice President for Academic Affairs and Dean Stephen Hegedus, School of Education on US DOE and Title IV issues
   As noted last fall, SCSU has provisional status from the USDOE due to Title IV issues, which has to do with the award and dispersing of financial aid funds. This provisional status stems from a history of inconsistent attendance reporting requirements. USDOE now requires all new programs at SCSU to be reviewed at the federal level and it is a slow year-long process. It impacts SCSU’s ability to develop new programs based on changing demographics and students’ needs. Other areas of concern that have come to light are the gainful employment regulations and the Education Preparation (EP) certification programs (Currently,
financial aid is being awarded at graduate vs. undergraduate rates for these post-baccalaureate programs).

The administration has been in discussion of EP certification programs and has created a work plan and one year review process (planning for implementation fall of 2018). This means that the plan has be submitted to the USDOE by June 2017. It also means that review process for internal approval needs to happen by March 2017 and then submitted to BOR for their approval prior to the end of the academic year in order to meet June 2017 deadline.

The VP and Dean are engaging with the UCF, first and foremost to have a collaborative dialogue and come up with solutions that meet the USDOE regulations, NATCE accreditation, and what is best for our students. The UCF will need to be involved in the approval of the undergraduate course and new certificate programs. Considerations will also need to be discussed on how to align any changes with assessment.

One positive outcome for students is that if they have remaining funds, they can use undergraduate financial aid for the certificate programs.

IX. Adjournment
The meeting was adjourned at 10:50 am.

Respectfully Submitted:

Cheryl Resha
Notifications Management Committee  
February 2, 2017  
MINUTES

Present: Meredith Sinclair (Co-Chair); Braxton Carrigan (Co-Chair); MaryJo Archambault, David Chevan, Russell Engel, Michael Fisher, Rich Glinka, Marty Hartog, Md Shafaeat Hossain, Jen Ruggiero, Jessica Powell, Sang Yoon,

Absent: Cathy Berei, Jeremy Chandler, Steven Hoffler, Sophia Myers (UCF secretary)

Call to Order: 9:30am

New Course Proposals
ART 201: Visual Art and the Studio Experience (Tier 2 CD)
   Motion to Revise/Resubmit: (M. Hartog, 2nd M. Fisher)
   Vote: 10-0-0

ANT 305: Archaeology Field School
   Motion to approve: (M. Fisher, 2nd R. Engel)
   Vote: 10-0-1

ART 155: Art & Technology in the Classroom (Tier I TF)
   Motion to Reject: (B. Carrigan, 2nd J. Ruggiero)
   Vote: 12-0-0

ART 335: Student Teaching I
ART 435: Student Teaching II
   Motion to approve pending clarification: (M. Fisher, 2nd R. Engel)
   Vote: 12-0-0

ART 412: Professional Topics in Art Education
   Motion to approve pending clarification: (M. Sinclair, 2nd J. Ruggiero)
   Vote: 12-0-0

ART 414: Socially Engaged Art Education (Tier III)
   Motion to approve pending clarification: (B. Carrigan, 2nd J. Ruggiero)
   Vote: 12-0-0

PCH 371: Food Systems and Food Justice (Tier III) - this is a resubmitted course
   Motion to reject: (D. Chevan, 2nd J. Ruggiero)
   Vote: 11-0-0

Revised Program Proposals
BS Art Education
   Motion to approve pending clarification: (B. Carrigan, 2nd M. Fisher)
   Vote: 11-0-0
Revised Course Proposals
ART 370: Art Education (Elementary School)
ART 371: Art Education (Secondary)
  Motion to approve: (J. Ruggiero, 2nd M. Fisher)
  Vote: 11-0-0

IDS 470 -> RDG 470 Literacy in the Content Areas
IDS 471 -> EDU 471 Supporting English Language Learners for School Success
  Motion to approve: (Md Shafaeat Hossain, 2nd J. Ruggiero)
  Vote: 11-0-0

I. Adjournment

** Classified as LEP courses
Present: Marie McDaniels, Sarah Wojiski, Matt Miller, Elena Schmitt, Liz Kalbfleisch.

The committee discussed the idea of revising the current W-course proposal form to add the following items:

Please, check here if this course is designated as “W” only for the applicant.
Please, check here if this course is designated as “W” for any appropriate professor teaching the course.
Please, check if the class is restricted to majors.

For the existing W courses, the department may request to re-certify the approved W-course or courses for all eligible instructors through an email to the chair of WACC.

WACC will notify UCF that it will work on the revisions of the W application form.

We want to make it clear to UCF that this is a Band-Aid to help with the classes in the current W program. When the new program comes out, it will most likely have a different form and different requirements.

The committee discussed ANT 211. Marie moved to approve, Sarah seconded. The course was unanimously approved.
UWIC February 2, 2017


I. Call to order ~9:50

II. New Business

a. Motion to accept the Post-Baccalaureate Certification Program Proposal form.
   
   E West motion, D Fairchild second. Motion passed 16-0-0

b. Motion to accept the Post-Baccalaureate Certification Program Proposal directions.
   
   A Marsoobian motion, T Ryder second. Motion passed 16-0-0

III. Meeting adjourned 10:10

Minutes submitted by K. Stiver
Ad Hoc Assessment Committee Minutes

February 2, 2017

Present: Costel Calin, Karen Cummings, Jesse Gleason, Yan Liu, Rebecca Silady (chair), and Jeff Webb

Absent: Charlie Dillinger-Pate, Marybeth Fede, Tricia Lin, and Anthony Richardson

Guests: Jodie Gill, Mark Kuss, Linda Sampson, and Winnie Yu

Meeting began at 9:45am

New Business

1. Discussion with Tech Fluency Affinity Group members regarding assessment
   a. Rubric has already been created
   b. Assessment data has been collected and analyzed for many semesters
   c. Instructors use multiple diverse assignments in their classes to assess the different learning goals within each key element on the rubric. This allows for very diverse classes to use the same rubric.

Meeting adjourned 11:00am
Ad Hoc Transfer Committee Meeting

Minutes 2-2-17

Present: Carol Stewart, Vern Williams, Wes O’Brien, Lisa Lancor, Barbara Cook, Trish Regan, Terri Bennett (ex officio), Deborah Weiss (UCF Chair, guest chair)
Absent: Heidi Lockwood, Barbara Cook, Liz Keenan

1. Per conversation with Lisa Rebeschi, NSG does not wish to pursue the proposal submitted in concert with Respiratory Therapy. They feel that the articulations that exist with the community colleges and other programs are sufficient without creating exemptions at this time.

2. The discussion, therefore centered on the Respiratory Therapy Program, in response to the proposal submitted by Joan Krieger to waive Tier 1 and Tier 2 courses for RSP students. Although there did not appear to be broad committee support for waiving the LEP, one idea the committee discussed was for students who have completed an AA degree in RSP from one of the three community colleges that offer programs in the state, Norwalk, Naugatuck, and Manchester, to be able to fulfill the remainder of their credit requirements upon transfer (in addition to the major requirements), in the LEP Tiers 2 and 3 (with the exception of science courses since the CC RSP degrees are very science-heavy) until they reach a total of 120 credits. Deb will discuss this with Joan Krieger to see if this would be a helpful measure and report back to Liz Keenan.

3. A motion was made and approved unanimously to accept the freestanding TAP 30 credit framework for CC transfer students who do not compete the entire pathway. The Framework is outlined below:

<table>
<thead>
<tr>
<th>TAP Framework</th>
<th>SCSU Liberal Education Program</th>
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<tr>
<td><strong>TAP Competency Areas</strong></td>
<td><strong>TAP Credits</strong></td>
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<td>Written Communication</td>
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<td>Quantitative reasoning</td>
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<td>Scientific reasoning, knowledge, understanding</td>
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<td>Historical knowledge &amp; understanding</td>
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<td>Social Phenomena</td>
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<td>Aesthetic Dimensions</td>
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<td>Section B Course I</td>
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<td>Section B Course II</td>
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# Undergraduate Curriculum Forum

## New Post-Baccalaureate Certification Program- Signature Sheet

*Please complete the appropriate sections and submit with proposal to the UCF office (EN D216)*

**Department:**

**Program Title:**

**Concentration:**

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<th><strong>Contact Person:</strong></th>
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<th><strong>Campus Address:</strong></th>
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The following is for UCF approval purposes

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<th><strong>Chairperson,</strong> <strong>Standing Committee</strong></th>
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<th><strong>Chairperson,</strong> <strong>UCF</strong></th>
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**Date of Revised proposal Submission:**

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Undergraduate Curriculum Forum

New Post-Baccalaureate Certification Program- Summary Sheet

Date: 
Complete each box below and submit along with the signature sheet and

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<th>Please ensure that each of the following is satisfied by the proposed program:</th>
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<td>☐ This program is <strong>not</strong> a bachelors earning degree</td>
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<td>☐ This certificate/certification meets an accrediting body standards</td>
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<td>Name the accrediting body:</td>
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<th>Please ensure that each of the following is included with the proposal</th>
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<td>☐ List of required courses</td>
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<td>☐ Catalog/Program description</td>
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<td>☐ Identify any Specializations/Concentrations</td>
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<td>☐ Other Professional/Certification Requirements (ex. Tests, organization memberships, etc.)</td>
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<th>Are any other departments affected by this proposal? If so, list each department and include letters of acknowledgement from each Chair(s) of Department(s)</th>
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<th>Provide a list of all the courses in the program: (Dept. – Course Number – Course Title)</th>
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UNDERGRADUATE CURRICULUM FORUM
POST-BACCALAUREATE CERTIFICATION PROGRAM PROPOSAL DIRECTIONS

1) Complete the UCF Signature Sheet
   • Indicate the Program and associated Department(s)
   • Primary Contact Person and their contact information
   • Votes and signatures from the Department of the proposer.
   • Please include revised proposal dates as needed.

2) Complete the New Post-Baccalaureate Certification Program Summary Sheet
   • Check the completions list.
   • Note any affected departments. The submitting department must notify the chair(s) of these departments, and you must provide proof of notification (email/memo) along with your proposal. Although acknowledgement is not required, it should also be included with the submission when possible.
   • Please list all required courses. Here, we expect only the final required course even if it is part of a sequence of pre-requisites, but please note that we require listing of the full sequence as part of a curricular map for the Required Materials form.

3) Complete the New Post-Baccalaureate Certification Program Required Materials
   • You are not expected to have completed the entirety of the BOR “Application for New Program Approval” form at the time of submission to UCF. However, as certain portions will aid in your proposal preparation (Section 2, Section 3; see below), we recommend completion of some sections as you prepare your proposal. You may opt to submit the partially competed form along with your proposal. Please complete:
     • A: Rationale.
       • Please reference the relevant portion of the BOR Form: The first two portions of Section 2: Program Planning Assessment (Alignment of program with Institutional Mission, Role and Scope; Addressing Identified Needs).
       • Please outline why this program is needed. Specifically (answer as many as apply):
         ▪ How does it serve the needs of our students?
         ▪ How does it address the needs of the CT communities/society?
         ▪ Who is the population that will be served by this program?
         ▪ What are the potential career outcomes for this program?
         ▪ How many majors are expected?
         ▪ What proportion of students do you expect to be recruited from current departmental majors?
         ▪ Of the remaining proportion, where do you see them coming from?
     • B: Objectives/Outcomes
       • Please reference the relevant portion of the BOR Form: The first portion of Section 3: Program Quality Assessment (Learning Outcomes).
• Please outline the intended learning outcomes for students completing this program.

• C: Additional Requirements
  • Please note any requirements for graduation beyond those outlined in the required course list, and in the advising pathway.
  • If your program requires more than 120 credits for completion, include a brief rationale to explain why this is necessary.

• D: Additional Resources
  • Please reference the relevant portion of the BOR Form: The first portion of Section 3: Program Quality Assessment (Program Administration; Faculty; Special Resources) to help identify additional resources.
  • Please outline resources needed. You may choose to flag certain resources as being essential for the program to run, but it is not required.