College of Health and Human Services

Dean’s Office 745-8912

Report to the Undergraduate Curriculum Committee

The following **Action Items** are submitted for consideration at the March 28 meeting of the UCC:

|  |  |
| --- | --- |
| Action | Proposal to Create a New Course  HMD 313 Practicum in Hospitality Management  Contact: Rich Patterson, [rich.patterson@wku.edu](mailto:rich.patterson@wku.edu), 745-4031 |
| Action | Proposal to Create a New Course  HMD 410 Internship in Hospitality Management  Contact: Rich Patterson, [rich.patterson@wku.edu](mailto:rich.patterson@wku.edu), 745-4031 |
| Action | Proposal to Create a New Course  NURS 345 Agricultural Health Nursing  Contact: M. Susan Jones, [susan.jones@wku.edu](mailto:susan.jones@wku.edu), 745-3213 |

Proposal Date: January 31, 2013

**College of Health and Human Services**

**Department of Family and Consumer Sciences**

**Proposal to Create a New Course**

**(Action Item)**

Contact Person: Dr. Rich Patterson, rich.patterson@wku.edu, 5-4031

**1. Identification of proposed course:**

* 1. Course prefix and number: HMD 313
  2. Course title: Practicum in Hospitality Management
  3. Abbreviated course title: Practicum in Hospitality Mgt.
  4. Credit hours: 3 - 6
  5. Type of course: P (Practicum: Supervised Practical Experience)
  6. Prerequisites: HMD-171 or HMD-271 and Sophomore Standing
  7. Course catalog listing: Supervised work experience in hospitality management and tourism. Students acquire experience in a professional performance setting at an approved site. Students are required to find their own practicum site and provide their own transportation to the site. Repeatable up to a maximum of six hours.

**2. Rationale:**

* 1. Reason for developing the proposed course: The Hospitality Management and Dietetics course prefix was changed from FACS (Family and Consumer Sciences) to HMD (Hospitality Management and Dietetics). The practicum course (FACS-313) is being used by other disciplines in the department so that course prefix could not be changed. Additionally, the existing course title, Practicum in Human Environment, causes confusion among the students as well as potential employers since the course title does not accurately reflect the course content. The practicum is an essential part of the Hospitality Management and Dietetics program – to be successful, students must have both a degree and work experience to obtain meaningful employment. This course supports the university mission by preparing students to be productive in the communities where they live and to assume socially responsible leadership roles.
  2. Projected enrollment in the proposed course: 35-45 students per year based on previous enrollment of Hospitality Management students in FACS-313.
  3. Relationship of the proposed course to courses now offered by the department: In addition to FACS-313 (Practicum in Human Environment), the Interior Design and Fashion Merchandizing program has IDFM-313 (Practicum in Interior Design and Fashion Merchandizing).
  4. Relationship of the proposed course to courses offered in other departments: An internship /practicum experience is required by numerous other disciplines across campus. Examples would include: JOUR-458 (PR Internship or Practicum), COMM-489 (Internship in Communication), ECON-490 (Practicum in Economics), etc. These practicum/internship courses are all discipline specific.
  5. Relationship of the proposed course to courses offered in other institutions: Practicum/internship courses/experiences are required for a majority of, if not all, Hospitality Management Programs nationwide. Benchmark universities with hospitality related programs that have practicums/internships/cooperative experiences include: University of Kentucky (HMT-499), Ball State (FCS-400), University of Central MO (HM-3810/4810), Eastern Illinois University (FCS-4275/4275a), Montclair State (MGMT-392) and Youngstown State (HGMT-2691/4836).

**3. Discussion of proposed course:**

* 1. Course objectives:
* Terminal Performance Objective: To provide a forum where students can apply the management concepts learned in class and acquire the hands-on experience necessary to qualify for an entry level position in hotel, restaurant/food service and/or tourism management.

The student will be able to:

* Acquire entry level practical experience within a business environment in the hospitality industry.
* Develop a more complete understanding of various hospitality managerial functions.
* Develop the ability to analyze and propose solutions to business problems.
* Develop a greater understanding about career options while defining personal career goals.
* Develop an understanding of the activities and functions of hospitality managers.
* Refine written communication skills.
  1. Content outline: Students work independently in a professional setting with goals established specifically for each student based on the student’s career goals and opportunities available at the practicum site. The practicum experience will include exposure to the overall functions of a hospitality/tourism operation to include:
* Description of the Operation (size of the facility, volume of business, performance ratios, human resources, business concept, target market, etc.)
* The Physical Plant (equipment, furnishings, technology, chemicals used, brand names, etc.)
* The Management Structure (number and type of managers, departments/sections, quasi-supervisory positions, formal and informal leaders, etc.)
* Quality of Service (analysis of the service provided by the organization both from management and the guest’s perceptions).
* Critical Incident Analysis (analysis of incidents that occurred while the student was on duty to include a narrative on what happened, how the incident was addressed by management, the student’s opinion on what s/he would have done the same/differently if the incident happened again)

* 1. Student expectations and requirements: It is incumbent on the student to find his/her practicum site based on their career goals. Students are required to work a predetermined minimum number of hours at a pre-approved hospitality/tourism operation. Students will write a series of papers focusing on specific topics based on the student’s job and the facility where the student works. The student’s supervisor will complete a summative performance evaluation of the student’s performance throughout the practicum (form provided by the instructor).
  2. Tentative texts and course materials: None – this course is an application of what the students have learned in class.

**4. Resources:**

* 1. Library resources: Library resources are not used for this course.
  2. Computer resources: None

**5. Budget implications:**

* 1. Proposed method of staffing: HMD faculty already teaching HMD students in the more general FACS prefix will now teach HMD students this discipline-specific course. Thus, course will fit into current faculty loading.
  2. Special equipment needed: None.
  3. Expendable materials needed: None.
  4. Laboratory materials needed: None.

**6. Proposed term for implementation:** Summer 2013

**7. Dates of prior committee approvals:**

FACSDepartment/Division: February 1, 2013

CHHS Undergraduate Curriculum Committee March 4, 2013

Undergraduate Curriculum Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Attachment: Bibliography, Library Resources Form**, **Course Inventory Form**

Proposal Date: January 31, 2013

**College of Health and Human Services**

**Department of Family and Consumer Sciences**

**Proposal to Create a New Course**

**(Action Item)**

Contact Person: Dr. Rich Patterson, rich.patterson@wku.edu, 5-4031

**1. Identification of proposed course:**

* 1. Course prefix and number: HMD-410
  2. Course title: Internship in Hospitality Management
  3. Abbreviated course title: Internship in Hospitality Mgt.
  4. Credit hours and contact hours: 3 - 6
  5. Type of course: N (Internship: Capstone Supervised Professional Experience)
  6. Prerequisites: HMD-313 and Junior standing
  7. Course catalog listing: Advanced supervised professional experience in hospitality management and tourism. Students acquire management experience in a professional performance setting at an approved site. Students are required to find their own internship site and provide their own transportation to the site. Repeatable up to a maximum of six hours.

**2. Rationale:**

* 1. Reason for developing the proposed course: The Hospitality Management and Dietetics course prefix was changed from FACS (Family and Consumer Sciences) to HMD (Hospitality Management and Dietetics). The internship course (FACS-410) is being used by other disciplines in the department so that course prefix could not be changed. We are establishing a new course with the new course prefix and course title to eliminate potential confusion among the students as well as potential employers. The internship is an essential part of the Hospitality Management and Dietetics program – to be successful, students must have both a degree and work experience to obtain meaningful employment. This course supports the university mission by preparing students to be productive in the communities where they live and to assume socially responsible leadership roles.
  2. Projected enrollment in the proposed course: 15-25 students per year based on previous enrollment of Hospitality Management students in FACS-410.
  3. Relationship of the proposed course to courses now offered by the department: In addition to FACS-410 (Internship), the Interior Design and Fashion Merchandizing program has IDFM-410 (Internship in Interior Design and Fashion Merchandizing). The proposed course is discipline specific to the Hotel, Restaurant and Tourism Management concentration.
  4. Relationship of the proposed course to courses offered in other departments: An internship experience is required by numerous other disciplines across campus. Examples would include: JOUR-458 (PR Internship or Practicum), COMM-489 (Internship in Communication), ECON-490 (Practicum in Economics), etc. These practicum/internship courses are all discipline specific.
  5. Relationship of the proposed course to courses offered in other institutions: practicum/internship courses/experiences are required for a majority of, if not all, Hospitality Management Programs nationwide. Benchmark universities with hospitality related programs that have practicum/internships/cooperative experiences include: University of Kentucky (HMT-499), Ball State (FCS-400), University of Central MO (HM-3810/4810), Eastern Illinois University (FCS-4275/4275a), Montclair State (MGMT-392) and Youngstown State (HGMT-2691/4836).

**3. Discussion of proposed course:**

* 1. Course objectives:
* Terminal Performance Objective: Apply management concepts learned in advanced hospitality management classes and acquire the hands-on management experience necessary to qualify for a management position in hotel, restaurant/food service and/or tourism management.

The student will be able to:

* Acquire management experience within a business environment in the hospitality industry.
* Develop an understanding of various managerial functions within a specified hospitality operation.
* Analyze complex business problems and develop recommendations to address those problems.
* Develop a greater understanding about career options while defining personal career goals.
* Develop an understanding of the activities and functions of hospitality managers.
* Refine written communication skills.
  1. Content outline: Students work independently in a professional setting with goals established specifically for each student based on the student’s career goals and opportunities available at the internship site. The internship experience will include exposure to the overall functions of a hospitality/tourism operation to include:
* Description of the Operation (size of the facility, volume of business, performance ratios, human resources, business concept, target market, etc.)
* The Organizational Climate (overall work environment, job satisfaction in the unit, communication, relationship between managers and employees, personnel problems, etc.)
* The Marketing Profile (guest profile, target market, marketing techniques used by the operation, guest satisfaction, etc.)
* Effectiveness of Supervision (characteristics of supervisors, respect of supervisors by employees, philosophy on training, role of supervisors and turnover, etc.)
* Financial and Strategic Management (analysis of performance ratios and cost control, recommendations for decreasing cost and increasing sales, analysis of units short and long term goals and objectives, determination of trends and industry threats, etc.)
* Critical Incident Analysis (analysis of incidents that occurred while the student was on duty to include a narrative on what happened, how the incident was addressed by management, the student’s opinion on what s/he would have done the same/differently if the incident happened again)

* 1. Student expectations and requirements: It is incumbent on the student to find his/her internship site based on their career goals. Students are required to work a predetermined minimum number of hours at a pre-approved hospitality/tourism operation. Students will write a series of papers focusing on specific topics based on the student’s job and the facility where the student works. The student’s supervisor will complete a summative performance evaluation of the student’s performance throughout the internship (form provided by the instructor).
  2. Tentative texts and course materials: None – this course is an application of what the students have learned in class prior to the internship.

**4. Resources:**

* 1. Library resources: Library resources are not used for this course.
  2. Computer resources: None

**5. Budget implications:**

* 1. Proposed method of staffing: HMD faculty already teaching HMD students in the more general FACS prefix will now teach HMD students this discipline-specific course. Thus, course will fit into current faculty loading.
  2. Special equipment needed: None.
  3. Expendable materials needed: None.
  4. Laboratory materials needed: None.

**6. Proposed term for implementation:** Summer 2013

**7. Dates of prior committee approvals:**

FACSDepartment/Division: February 1, 2013

CHHS Undergraduate Curriculum Committee March 4, 2013

Undergraduate Curriculum Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Attachment: Bibliography, Library Resources Form**, **Course Inventory Form**

Proposal Date: January 22, 2013

**College of Health and Human Services**

**School of Nursing**

**Proposal to Create a New Course**

**(Action Item)**

Contact Person: M. Susan Jones, [susan.jones@wku.edu](mailto:susan.jones@wku.edu), 270-745-3213

**1. Identification of proposed course:**

* 1. Course prefix and number: NURS 345
  2. Course title: Agricultural Health Nursing
  3. Abbreviated course title: Agricultural Health Nursing
  4. Credit hours: 3
  5. Type of course: Applied Learning
  6. Prerequisites: Completion of first semester pre-licensure BSN nursing program or permission of instructor.
  7. Course catalog listing: Explores issues influencing the health of agricultural workers with emphasis on the role of the nurse in recognizing and preventing agricultural illnesses and injuries along with strategies to promote the health of agricultural workers and their families.

**2. Rationale:**

* 1. Reason for developing the proposed course: Agriculture is recognized as a most dangerous occupation and nurses provide care to agricultural workers and their families in a variety of settings; however, agricultural health and safety content is limited in nursing curriculums. This course will address this limitation and provide nursing students an additional course option for their nursing elective. The course will also support the mission of the School of Nursing and CHHS by preparing future nurses to serve some of the most vulnerable, rural constituents: agricultural workers and their family members. This course will also address WKU mission by preparing socially responsible citizens.
  2. Projected enrollment in the proposed course: 17-20 students per semester taught; projection based on number of students enrolled in directed study, fall 2012.
  3. Relationship of the proposed course to courses now offered by the department: The course is developed using a nursing framework and reinforces basic nursing principles; however, the course content is unique as the content addresses the health issues of a specific population: agricultural workers and their family members and communities across the life span. The health challenges of agricultural workers may be briefly identified in NURS 448 Community Health Nursing, but the content addressing the challenges for this specific population is not well-developed or a primary focus.
  4. Relationship of the proposed course to courses offered in other departments: The course is developed using the nursing process and role of the nurse as the basic foundation and organizing framework; therefore, the content is not duplicated in other departments. AGRI 108 Rural Sociology and AGRI 450 Rural Health and Safety, may address some general aspects of farmers and rural health care; however, the proposed course will provide an in-depth exploration of the specific role of nurses in the recognition and prevention of illness and injuries for agriculture workers and their families.
  5. Relationship of the proposed course to courses offered in other institutions: Benchmarking with other universities is not possible as this is a novel course being one of the first nursing courses in the nation designed to address the health concerns of individuals (agricultural workers) laboring in one of the most dangerous occupations. The development of the course is one part of a larger 5 year project: NURSE-AP Project (Nurses Using Research, Service, and Education in Academia and Practice) which is funded from 2011-2016 by the National Institute for Occupational Health and Safety (NIOSH).

**3. Discussion of proposed course:**

* 1. Course objectives:
* Relate the culture of agriculture to the health status of agricultural workers and their families.
* Analyze emerging issues in agriculture with the potential to influence the health status of individuals, families, and communities.
* Use the nursing process to promote the health of agricultural workers and their families across the life span.
* Examine environmental/psychological issues that affect the health of agricultural workers and their families.
* Evaluate best practices based on current research to promote the health of agricultural workers and their families.
* Explore the roles of the professional nurse in promoting the health of agricultural workers and their families.
  1. Content outline:
* Nursing and the culture of agriculture
  + Diversity/commonalities among agriculture
  + Demographics of agricultural work force
  + Occupational health risks
  + Role of the agricultural health nurse
* Life span issues influencing the health of agricultural workers
  + Aging trend
  + Adult farmer issues
    - Shift in gender roles
    - Bi-vocational issues
  + Children/Adolescent issues influencing health
    - Child labor laws
    - Positive child development opportunities
    - Influence of specific exposures: pesticides, asthma
  + Role of the nurse as educator, advocate and mobilizer of resources
* Environmental issues affecting health of agricultural workers
  + Environmental exposures
    - Nature (sun, dust and airborne particles, tetanus)
    - Built: Man Made (noise, confined spaces, chemical)
    - Occupational (trauma from equipment and livestock, zoonotic diseases, cancer, ergonomic risks)
  + Nursing interventions
    - Occupational assessment
    - Worker health education and monitoring
    - Promotion of personal protection equipment
    - Regular environmental monitoring with control plan
* Psychosocial issues associated with farming
  + Uncontrollable factors contributing to stress
  + Responses to stress (anxiety, depression, increased substance abuse, suicide)
  + Strategies to deal with farm stress
    - Use of stress/depression assessment tools
    - Network to improve mental health services
    - Creation of partnerships for mental health services
* Emerging groups and issues influencing the health of agricultural workers , their families, and communities
  + Emerging groups: Women, Anabaptists, Migrant Workers, Hispanics/Latinos
  + Emerging issues: Hobby farming, alternative forms of transportation (ATVs/utility vehicles)
  + Specific nursing interventions
    - Recognize the influence of culture on health risks
    - Select appropriate/culturally sensitive educational material
    - Build coalitions/partnerships at the community level to promote the health of these emerging groups
  1. Student expectations and requirements: Students will have the opportunity to participate in a variety of learning activities such as: discussion boards, use of videos to design, present and critique class presentations, preparation of an educational handout along with a creative brochure on a selected health topic, and completion of an occupational assessment of an agricultural worker.
  2. Tentative texts and course materials: Electronic web-sites, links, journal articles.

**4. Resources:**

* 1. Library resources: Adequate
  2. Computer resources: Adequate

**5. Budget implications:**

* 1. Proposed method of staffing: Currently, no additional resources are needed to offer the proposed course. Previously taught as a directed study and will now be included as one of the nursing electives taught on a rotational plan. Course can be offered in summer or winter terms.
  2. Special equipment needed: None
  3. Expendable materials needed: None
  4. Laboratory materials needed: None

**6. Proposed term for implementation:** Fall 2013

**7. Dates of prior committee approvals:**

Pre-licensure BSN Curriculum Committee/SON \_\_\_02/15/2013\_\_\_\_

CHHS Undergraduate Curriculum Committee \_\_\_\_3/4/13\_\_\_\_\_\_\_\_\_

Undergraduate Curriculum Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Attachment: Bibliography, Library Resources Form**, **Course Inventory Form**