

**UNDERGRADUATE CURRICULUM COMMITTEE
WESTERN KENTUCKY UNIVERSITY**

REPORT TO THE SENATE:

DATE: 7 May 2009
FROM: Beth Plummer, Chair

The Undergraduate Curriculum Committee submits the following items from the April 23, 2009 meeting for approval by the University Senate:

Information Item Report:

1. Proposal to Revise Course Number : FIN 261 Personal Finance
2. Revise Course Title: GEOG 310, General Hydrology
3. Revise Course Title: GEOL 310, General Hydrology
4. Delete Course: MUS 053 Applied Music
5. Delete Course: MUS 054 Applied Music
6. Delete Course: MUS 111 Intro to Music Education
7. Delete Course: MUS 114 Cello/Bass Tech
8. Delete Course: MUS 115 Percussion Tech
9. Delete Course: MUS 140 Choral Union
10. Delete Course: MUS 141 University Choir
11. Delete Course: MUS 144 University Orchestra
12. Delete Course: MUS 145 Chamber Singers
13. Delete Course: MUS 147 Marching Band
14. Delete Course: MUS 148 Band
15. Delete Course: MUS 149 Chamber Music
16. Delete Course: MUS 151 Applied Secondary
17. Delete Course: MUS 154 Applied Principal
18. Delete Course: MUS 156 Applied Major
19. Delete Course: MUS 157 Applied Major
20. Delete Course: MUS 171 Jazz Ensemble
21. Delete Course: MUS 174 Opera Theatre
22. Delete Course: MUS 213 Instrumental Tech
23. Delete Course: MUS 216 Flute/Sax Tech
24. Delete Course: MUS 250 Applied Secondary
25. Delete Course: MUS 253 Applied Principal
26. Delete Course: MUS 254 Applied Principal
27. Delete Course: MUS 256 Applied Major
28. Delete Course: MUS 257 Applied Major
29. Delete Course: MUS 329 Church Music
30. Delete Course: MUS 351 Applied Secondary
31. Delete Course: MUS 352 Vocal Language Skills
32. Delete Course: MUS 354 Applied Principal
33. Delete Course: MUS 356 Applied Major

34. Delete Course: MUS 431 Musical Theatre
35. Delete Course: MUS 432 Research Techniques
36. Delete Course: MUS 438 Dir. Ind. Study
37. Delete Course: MUS 451 Applied Secondary
38. Delete Course: MUS 454 Applied Principal
39. Delete Course: MUS 456 Applied Major
40. Delete a course.: HIM 110C Specialized Health Information Management
41. Create a community college equivalent course.: MGT 200C Legal Environment of Business
42. Create a community college equivalent course.: CD 101C American Sign Language I
43. Create a community college equivalent course.: UC 176C UE Special Topics

Consent Agenda

Gordon Ford College of Business (p. 12)

1. Revise a Program: Marketing and Sales (Ref. #720)

Ogden College of Science and Engineering (p. 14)

1. Multiple Revisions to a Course: GEOG 423 Transportation Planning
2. Create a New Course: GEOG 481 Tourism Geography
3. Revise a Program: Geology (Ref. #577)

Potter College of Arts:

1. Create Course: ENG 476 Critical Approaches to Literature in the Secondary Curriculum
2. Revise Program: English & Allied Language Arts (Ref #547)

Bowling Green Community College:

1. Revise an academic policy: Associate Degree in Business (Ref # 288)
2. **Create a new course: BUS 102C Introduction to Ethical Issues & Business**
3. **Create a new course: BUS 244C Introduction to Human Resources Info. Systems**
4. **Create a new course: BUS 245C Managing Diversity in the Workplace**
5. **Create a certificate program: Human Resource Management**
6. Revise a program: Nursing (Ref # 273)
7. **Revise a program: Business (Ref # 288)**

**Gordon Ford College of Business
Department of Finance
Proposal to Revise Course Number
(Consent Item)**

Contact Person: Christopher Brown Email: Christopher.brown@wku.edu Phone: 745-8858

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: FIN 261
- 1.1 Title: Personal Finance
- 1.2 Credit hours: 3

2. Proposed course number: FIN 161

- 3. Rationale for the revision of course number:** This course helps students develop the necessary tools to become informed citizens, especially as it relates to the financial planning aspects of students' lives. We want to encourage freshmen to take this class so they will have the necessary tools to make financial decisions as early as possible. Many students get into debt very early in their college careers. We hope to reduce these problems by offering this class to freshmen.

The content of the class will not change.

4. Proposed term for implementation: Fall 2009

5. Dates of prior committee approvals:

Finance Department:	<u>3/25/2009</u>
GFCB Curriculum Committee	<u>4/02/2009</u>
Professional Education Council	<u>4/08/2009</u>
General Education Committee	<u>4/09/2009</u>
Undergraduate Curriculum Committee	04/23/09
University Senate	<u> </u>

Attachment: Course Inventory Form

Proposal Date: 3/19/2009

**Ogden College of Science and Engineering
Department of Geography and Geology
Proposal to Revise Course Title
(Consent Item)**

Contact Person: Lee J. Florea, Lee.Florea@wku.edu, 5-5982

- 1. Identification of course:**
 - 1.1 Current course prefix (subject area) and number: GEOG 310
 - 1.2 Current course title: General Hydrology
 - 1.3 Credit hours: 3
- 2 Proposed course title:** Global Hydrology
- 3 Proposed abbreviated course title:** Global Hydrology
- 4 Rationale for the revision of course title** This title revision clarifies that this course is a broad-based view of all aspects of the hydrologic sciences. The present title, General Hydrology, does not convey this concept and to some implies a watered down (no pun intended) treatment of the hydrologic cycle. Furthermore, the title Global Hydrology evokes worldwide concepts, a view that matches with the WKU vision.
- 5 Proposed term for implementation:** Spring 2010
- 6 Dates of prior committee approvals:**

Department of Geography and Geology	_____ 3/20/2009 _____
Ogden College Curriculum Committee	_____ 4/02/2009 _____
Undergraduate Curriculum Committee	04/23/09
University Senate	_____

Attachment: Course Inventory Form

Proposal Date: 3/19/2009

**Ogden College of Science and Engineering
Department of Geography and Geology
Proposal to Revise Course Title
(Consent Item)**

Contact Person: Lee J. Florea, Lee.Florea@wku.edu, 5-5982

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: GEOL 310
- 1.2 Current course title: General Hydrology
- 1.3 Credit hours: 3

2. Proposed course title: Global Hydrology

3. Proposed abbreviated course title: Global Hydrology

4. Rationale for the revision of course title: This title revision clarifies that this course is a broad-based view of all aspects of the hydrologic sciences. The present title, General Hydrology, does not convey this concept and to some implies a watered down (no pun intended) treatment of the hydrologic cycle. Furthermore, the title Global Hydrology evokes worldwide concepts, a view that matches with the WKU vision.

5. Proposed term for implementation: Spring 2010

6. Dates of prior committee approvals:

Department of Geography and Geology	<u>3/20/2009</u>
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Ogden College Curriculum Committee	<u>4/02/2009</u>
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Undergraduate Curriculum Committee	04/23/09
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University Senate	<u> </u>
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Attachment: Course Inventory Form

Proposal Date: February 13, 2009

**Potter College of Arts & Letters
Department of Music
Proposal to Delete a Course
(Consent Item)**

Contact Person: Mitzi Groom, Department Head, mitzi.groom@wku.edu, 745-3751

1. **Identification of courses:** In our effort to be more green and save paper, this proposal for deleting 39 courses has been included in a single document.

1.1, 1.2, 1.3: Course/Course Title/Credit Hours

MUS 053/ Applied Music/2 hr.

MUS 054/Applied Music/ 2 hr.

MUS 111/Intro to Music Education/2 hr.

MUS 114/ Cello/Bass Tech/1 hr.

MUS 115/Percussion Tech/1 hr.

MUS 140/Choral Union/1 hr.

MUS 141/University Choir/1 hr.

MUS 144/University Orchestra/1 hr.

MUS 145/Chamber Singers/1 hr.

MUS 147/Marching Band/1 hr.

MUS 148/Band/1 hr.

MUS 149/Chamber Music/1 hr.

MUS 151/Applied Secondary/ 1 hr.

MUS 154/Applied Principal/ 2 hr.

MUS 156/Applied Major/2 hr.

MUS 157/Applied Major/3 hr.

MUS 171/Jazz Ensemble/1 hr.

MUS 174/Opera Theatre/1 hr.

MUS 213/Instrumental Tech/3 hr.

MUS 216/Flute/Sax Tech/1 hr.

MUS 250/Applied Secondary/1 hr.

MUS 251/Applied Secondary/1 hr.

MUS 253/Applied Principal/2 hr.

MUS 254/Applied Principal/2 hr.

MUS 256/Applied Major/2 hr.

MUS 257/Applied Major/3 hr.

MUS 329/Church Music/2 hr.

MUS 351/Applied Secondary/1 hr.

MUS 352/Vocal Language Skills/2 hr.

MUS 354/Applied Principal/2 hr.

MUS 356/Applied Major/3 hr.

MUS 431/Musical Theatre/3 hr.

MUS 432/Research Techniques/3 hr.

MUS 438/Dir. Ind. Study/3 hr.

MUS 451/Applied Secondary/1 hr.
MUS 454/Applied Principal/2 hr.
MUS 456/Applied Major/3 hr.

2. **Rationale for the course deletion:** These courses are no longer offered in the Department of Music.
3. **Effect of course deletion on programs or other departments, if known:** none
4. **Proposed term for implementation:** Fall 2009
5. **Dates of prior committee approvals:**

Department of Music:	January 28, 2009
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Potter College Curriculum Committee	March 5, 2009
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Professional Education Council	April 8, 2009
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Undergraduate Curriculum Committee	04/23/09
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University Senate	_____
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Attachment: Course Inventory Form

Proposal Date: 1/28/2009

**Community College
Health Sciences Division
Health Information Management Program
Proposal to Delete a Course
(Consent Item)**

Contact Person: Karen Sansom, karen.sansom@wku.edu, 270-780-2567

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: HIM 110C
- 1.2 Course title: Specialized Health Information Management
- 1.3 Credit hours: 3

2. Rationale for the course deletion:

Current technology has minimized differences in HIM practices in acute and non-acute care facilities. Appropriate course content will be incorporated into HIM 100C-Health Data Content & Structure. The credit hours for HIM 100C will be increased from 3 to 4 to accommodate the additional content.

3. Effect of course deletion on programs or other departments, if known: None

4. Proposed term for implementation: Fall 2010

5. Dates of prior committee approvals:

Health Sciences Division:	2/2/09
BGCC Curriculum Committee	3/17/09
Undergraduate Curriculum Committee	04/23/09
University Senate	

Attachment: Course Inventory Form

Proposal Date: April 2, 2009

**Bowling Green Community College
Business Technology and Computer Studies
Proposal to Create a Community College Equivalent Course
(Consent Item)**

Contact Person: Ron Mitchell, ron.mitchell@wku.edu, 780-2535

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: MGT 200
- 1.2 Course title: Legal Environment of Business
- 1.3 Credit hours: 3 hours

2. Identification of proposed Community College course:

- 2.1 Community College number: MGMT 200C
- 2.2 Community College title: Legal Environment of Business
- 2.3 Credit hours: 3 hours

3. Proposed term for implementation: Fall 2009

4. Dates of prior committee approvals:

Business Department/Division: 03/03/09

Community College Curriculum Committee 04/03/09

Undergraduate Curriculum Committee 04/23/09

University Senate

Attachment: Course Inventory Form

Proposal Date: 02/27/2009

**College of Health and Human Services
Department of Communications Disorders
Proposal to Create a Community College Equivalent Course
(Consent Item)**

Contact Person: Ashley Chance, 5-8962, Ashley.Chance@wku.edu

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: CD 101
- 1.2 Course title: American Sign Language I
- 1.3 Credit hours: 3

2. Identification of proposed Community College course:

- 2.1 Community College number: CDCC 101C
- 2.2 Community College title: American Sign Language I
- 2.3 Credit hours: 3

3. Proposed term for implementation: Fall 2009

4. Dates of prior committee approvals:

Health Sciences Division:	3/5/09
BGCC Curriculum Committee	3/31/09
Undergraduate Curriculum Committee	04/23/09
University Senate	

Attachment: Course Inventory Form

Bowling Green Community College
Academic Support Division
Proposal to Create a Community College Equivalent Course
(Consent Item)

Contact Person: Ashley Chance, ashley.chance@wku.edu, 5-8962 or Michelle Jackson
michelle.jackson@wku.edu, 0-2538

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: UC 176C
- 1.2 Course title: UE Special Topics
- 1.3 Credit hours: 1

2. Identification of proposed Community College course:

- 2.1 Community College number: UCC 176C
- 2.2 Community College title: UE Special Topics
- 2.3 Credit hours: 1

3. Proposed term for implementation: Fall 2009

4. Dates of prior committee approvals:

Academic Support Division:	3/13/09
BGCC Curriculum Committee	3/31/09
Undergraduate Curriculum Committee	04/23/09
University Senate	

Attachment: Course Inventory Form

Proposal Date: 2/25/2009

**Gordon Ford College of Business
Department of Marketing and Sales
Proposal to Revise a Program
(Action Item)**

Contact Person: Rick Shannon, rick.shannon@wku.edu, 745-2483

1. Identification of program:

- 1.1 Reference Number: 720
- 1.2 Current program title: Marketing and Sales
- 1.3 Credit hours: 73

2. Identification of the proposed program changes:

Personal Selling (MKT 325) will become a required course for all Marketing majors. MKT 427 (Entrepreneurial Marketing) will replace MKT 325 as an option in one of the areas with course options in the General Marketing major. Business to Business Marketing (MKT 329) will replace MKT 325 in the Sales concentration. The previous “quantitative or critical thinking elective” will be eliminated.

3. Detailed program description:

Old Program

MKT 321 Consumer Behavior

MKT 421 Market Research

MKT 422 Marketing Management

MKT 499 Senior Assessment

MGT 361/ENG 306 Business Writing

Quantitative Elective (PHIL 115, PHIL 321, COMM 346, or MATH 117 or higher)

Proposed Program

MKT 321 Consumer Behavior

MKT 325 Personal Selling

MKT 421 Market Research

MKT 422 Marketing Management

MKT 499 Senior Assessment

MGT 361/ENG 306 Business Writing

General Marketing Concentration:

MKT 322 Integrated Mktg Comm OR

MKT 427 Entrepreneurial Marketing

MKT 327 Retailing Mgmt & Strat OR

MKT 423 Purchasing & Physical Dist.

MKT 323 Services Marketing OR

MKT 324 International Marketing

Marketing Elective (any additional MKT course)

Professional Elective (any 300 or 400 level business course not already in the degree program)

Sales Concentration

MKT 325 Personal Selling

MKT 424 Salesforce Management
MKT 425 Advanced Personal Selling
Marketing Elective (any additional
MKT course)
Professional Elective (any 300 or 400
level business course not already in
the degree program OR PSY 371
The Psychology of Selling

MKT 329 Business-2-Business Mktg

MKT 424 Salesforce Management
MKT 425 Advanced Personal Selling
Marketing Elective (any additional
MKT course)
Professional Elective (any 300 or 400
level business course not already in
the degree program OR PSY 371
The Psychology of Selling

4. Rationale for the proposed program revisions:

Approximately 75% of all entry level marketing positions are in sales. Thus, it is logical to require all Marketing majors to have a sales course. MKT 325 (Personal Selling) will be moved to the Marketing core courses required for all Marketing and Sales majors. It will replace the previous "quantitative or critical thinking elective." Our assurance of learning measures and feedback from students suggest that the proposed change would be more beneficial than the existing program. Personal Selling is being replaced in the General Marketing concentration by MKT 427 (Entrepreneurial Marketing). Since most of our students go to work for smaller companies in today's environment, having an entrepreneurial spirit is beneficial for both the student and their employer. This course did not exist when the General Marketing concentration was first established. In the Sales concentration, Personal Selling will be replaced by Business to Business Marketing (MKT 329). Most sales positions are in business to business settings, so having an understanding of this environment will allow our graduates to adapt to the environment more quickly. This course did not exist when the Sales concentration was created, as the course is only two years old. All of these changes will result in a better prepared and more well rounded Marketing graduate.

5. Proposed term for implementation: Fall 2009

6. Dates of prior committee approvals:

Marketing and Sales Department: 3/6/2009

GFCoB Curriculum Committee 4/2/2009

Undergraduate Curriculum Committee 04/23/09

University Senate _____

Attachment: Program Inventory Form

Proposal Date: March 17, 2009

**Ogden College of Science and Engineering
Department of Geography and Geology
Proposal to Make Multiple Revisions to a Course
(Action Item)**

Contact Person: Jun Yan (jun.yan@wku.edu) – 745-8952

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: GEOG 423
- 1.2 Course title: Transportation Planning
- 1.3 Credit hours: 3

2. Revise course title:

- 2.1 Current course title: Transportation Planning
- 2.2 Proposed course title: Transport, Location, and GIS
- 2.3 Proposed abbreviated title: Transport, Location, GIS
- 2.4 Rationale for revision of course title: Over the past a few years, the U.S. transportation, planning, and design community has begun moving quickly toward reliance upon Geographic Information Systems (GIS) and other computer aids. There are increasing demands **for planners with GIS and other computer skills**. To meet this change in job market, it is very important for us to educate our students in the analytical skills of transportation analysis and modeling. The existing course title suggests a focus primarily on transportation planning concepts, with little attention paid to the analytical skills. In this information age, it is important for our graduates not only to know “*what and why to do it*” but also “*how to do it*”. WKU graduates who have skills in GIS and computers will be well positioned to compete in the job market and make a positive contribution to society. GIS is already a part of the curriculum for GEOG 423. The new course title will reflect existing course pedagogy - the analytical skills of transportation analysis and modeling and how GIS techniques can be utilized in various fields of transportation planning and locational analysis.

3. Revise course prerequisites:

- 3.1 Current prerequisites: GEOG 350, or permission of instructor
- 3.2 Proposed prerequisites: GEOG 317, or permission of instructor
- 3.3 Rationale for revision of course prerequisites: Because the focus of Geog 423 is on the applications of GIS and spatial analysis in the areas of transportation analysis and modeling and locational analysis, students must have prior knowledge of, and basic skills in, GIS. Thus the prerequisite of GEOG 317 is added and the prerequisite of GEOG 350 is deleted.
- 3.4 Effect on completion of major/minor sequence: None

4. Proposed term for implementation: Fall 2009

5. Dates of prior committee approvals:

Department of Geography and Geology: 3/20/2009

Ogden College Curriculum Committee 4/02/2009

Undergraduate Curriculum Committee 04/23/09

University Senate _____

Attachment: Course Inventory Form

Proposal Date: March 19, 2009

**Ogden College of Science and Engineering
Department of Geography and Geology
Proposal to Create a New Course
(Action Item)**

Contact Person: Katie Algeo, katie.algeo@wku.edu, 745-5922

1. Identification of proposed course:

- 1.1 GEOG 481:
- 1.2 Course title: Tourism Geography
- 1.3 Abbreviated course title: Tourism Geography
- 1.4 Credit hours: 3 credit hours
- 1.5 Type of course: L—Lecture
- 1.6 Prerequisites: GEOG101 or GEOG110
- 1.7 Course catalog listing: Examination of concepts, models, and theories in the geography of tourism. Topics include the evolution of patterns of tourism, economic, environmental, and socio-cultural impacts of tourism, sustainable tourism, environmental tourism, ethical tourism, the politics of tourism, and critical analysis of alternative meanings of tourism sites. Local, national, and international examples in both developed and developing countries are discussed. Field trips may be required.

2. Rationale:

- 1.1 Reason for developing the proposed course:

Tourism is the world's fastest-growing economic sector, creating and transforming places, regions, and broader geographies of travel, movement, and investment. A course in which tourism is critically evaluated from the geographic perspective is consistent with the WKU mission to prepare students to be globally aware citizens who can apply their knowledge and training to address relevant concerns in society. This course will teach students to apply the theories, methodologies, and tools of cultural geography.
- 1.2 Projected enrollment in the proposed course: 25
- 1.3 Relationship of the proposed course to courses now offered by the department:

The proposed course does not overlap with existing courses offered by the department.
- 1.4 Relationship of the proposed course to courses offered in other departments:

The Department of Consumer and Family Sciences offers CFS271, Tourism Planning and Development. The proposed course overlaps this course slightly – to the extent that both deal with tourism, they must address some of the same fundamental concepts. However, the two courses have markedly different foci and goals. CFS271 takes a vocational approach, preparing students to work within the tourism industry by addressing topics such as how to identify job opportunities

that match a student's interests and abilities, understanding organizations that serve the tourism industry, measuring and forecasting tourism demand, management of travel, food, and lodging systems, meeting planning, and tourism development. The proposed course prepares students for academic work within cultural geography through its analytic and critical approach.

2.1 Relationship of the proposed course to courses offered in other institutions:

Many geography departments include tourism courses or entire tourism programs. Institutions in Kentucky with tourism courses in geography:

University of Kentucky: GEO 546 TOURISM AND RECREATION
GEOGRAPHY

Eastern Kentucky University: GEO 205 World Travel
GEO 304 Travel and Tourism Industry
GEO 305 Tourism Development
GEO 405 Issues in Travel and Tourism

Of our 17 benchmark institutions that have geography majors, nine offer one or more tourism courses in geography:

Ball State University: has a travel and tourism concentration for their B.S. in Geography. Courses include:

GEOG 261 - Tourism Systems
GEOG 262 - Tourism Regions
GEOG 491 - Tourism Development
GEOG 323 - Tourism and Geography of Food

California State University-Chico: GEOG 325 - Geography and Tourism

Eastern Illinois University: GEOG 3620 - Geography of Tourism

Eastern Michigan University: has a tourism concentration for their B.S. in Geography. Courses include:

GEOG 112 Introduction to Travel & Tourism
GEOG 212 Geography of Travel & Tourism
GEOG 315 Travel & Tourism: The European Scene
GEOG 336 Tourism & Socioeconomic
Development
GEOG 445 Cultural Tourism Resources
GEOG 446 Heritage Interpretations & Tourism

Florida Atlantic University-Boca Raton: GEO 4542 - Tourism and Commercial Recreation

Middle Tennessee State University: Geog4480 Recreational Geography
(includes tourism issues)

Missouri State University: Has a Tourism and Travel minor within their Geography Department. Courses include:

GRY 308 Geography of World Tourism
GRY 310 Fundamentals of Tourism
GRY 510 Tourism and Sustainability

Northern Arizona University: GGR 300 ECOTOURISM
GGR 376 REGIONAL GEOGRAPHY OF
TOURISM AND RECREATION

Youngstown State University: 3755. Tourism Geography

3. Discussion of proposed course:

3.1 Course objectives:

Students will gain a thorough understanding of concepts, models, and theories in the geography of tourism. They will be able to critically evaluate the evolution of patterns of tourism, economic, environmental, and socio-cultural impacts of tourism, sustainable tourism, environmental tourism, ethical tourism, the politics of tourism, and alternative meanings of tourism sites.

3.2 Content outline:

- Historical Geography of Tourism
- Spatial Models of Domestic Tourism
- International Tourism: Origins & Spatial Patterns
- Tourist Motivations and Typologies
- What is Ethical Tourism?
- Environmental & Sustainable Tourism
- Socio-Cultural Impacts of Tourism
- Ethnographies of Tourism
- Tourism & Cultural Identity
- Tourist Borderzones
- Tourism & Economic Development
- National Tourism Policies
- Wine Route Tourism & the Potential for a Kentucky Wine Route
- Alternate Meanings of Heritage Tourism: Lincoln's New Salem as a Contested Site
- Social Construction of Tourist Spaces: Dracula Tourism

3.3 Student expectations and requirements:

Students will be graded on their participation in class discussions, homework questions based on course readings, a midterm and a final exam, an individual project in the ethnography of tourism, and a group project in the spatial analysis of tourism.

3.4 Tentative texts and course materials:

- Williams, Stephen. 1998. *Tourism Geography*. New York: Routledge.
- Bruner, Edward M. 2005. *Culture on Tour*. Chicago: The University of Chicago Press.

4. Resources:

- 4.1 Library resources: The resources available at the WKU Library are adequate for the proposed course.

4.2 Computer resources: The computer resources within the WKU Department of Geography and Geology and otherwise available to students across the WKU campus are adequate for the proposed course.

5. Budget implications:

- 5.1 Proposed method of staffing: Will be taught by existing staff.
- 5.2 Special equipment needed: None.
- 5.3 Expendable materials needed: No special materials needed.
- 5.4 Laboratory materials needed: None.

6. Proposed term for implementation: Spring 2010

7. Dates of prior committee approvals:

Department of Geography and Geology:	<u>3/20/2009</u>
Ogden College Curriculum Committee	<u>4/02/2009</u>
Undergraduate Curriculum Committee	04/23/09
University Senate	<u> </u>

Attachment: Bibliography, Library Resources Form, Course Inventory Form

Proposal Date: March 19, 2009

**Ogden College of Science and Engineering
Department of Geography and Geology
PROPOSAL TO REVISE A PROGRAM
(Action Item)**

Contact Person: Dr. Lee Florea (lee.florea@wku.edu), 745-5982

1. Identification of program:

- 1.1. Reference number:** 577
- 1.2. Current program title:** Geology
- 1.3. Credit hours:** 52

2. Identification of the proposed changes:

- Delete GEOL 440 from the required courses.
- Add GEOL 310 OR GEOG 310 to the required courses.

3. Detailed program description:

Current Program	Proposed Program
Required Courses 40 hours	Required Courses 40 hours
GEOL 111, 113; GEOL 112, 114; GEOL 270; GEOL 308; GEOL 330; GEOL 350; GEOL 380; GEOL 415; GEOL 440; GEOL 460; GEOL 485; GEOL 499	GEOL 111, 113; GEOL 112, 114; GEOL 270; GEOL 308; GEOL 310 OR GEOG 310 ; GEOL 330; GEOL 350; GEOL 380; GEOL 415; GEOL 460; GEOL 485; GEOL 499
Elective Courses 12 hours	Elective Courses 12 hours
Minimum of 12 hours of additional GEOL coursework	Minimum of 12 hours of additional GEOL coursework
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Program Total 52 hours	Program Total 52 hours
Support courses	No changes in additional support courses

4. Rationale for proposed program revisions:

This proposal is a simple shift in a program requirement that will remove a hidden prerequisite. Presently, students enrolled in the professional extended degree program must take GEOL 440, Hydrogeology, as a required course. What is hidden is that GEOL 310 OR GEOG 310 is a prerequisite for GEOL 440. This hidden requirement forces students to take GEOL 310 OR GEOG 310 as one of their electives.

The proposed change makes the first course in the water resource sequence, GEOL 310 OR GEOG 310, the required course for the degree program, and makes all subsequent water resource coursework electives. This change streamlines the program and reduces complications with student advising.

5. Proposed term for implementation: Spring 2010

6. Dates of prior committee approvals:

Department of Geography and Geology 3/20/2009

OCSE Curriculum Committee 04/02/2009

Undergraduate Curriculum Committee 04/23/09

University Senate _____

Attachment: Program Inventory Form

Proposal Date: 11/14/08

**Potter College of Arts and Letters
Department of English
Proposal to Create a New Course
(Action Item)**

Contact Person: David LeNoir, david.lenoir@wku.edu, 5-4650

1. Identification of proposed course:

- 1.1 Course prefix (subject area) and number: ENG 476
- 1.2 Course title: Critical Approaches to Literature in the Secondary Curriculum
- 1.3 Abbreviated course title: Approaches to Lit Sec Curr
- 1.4 Credit hours and contact hours: 3
- 1.5 Type of course: Lecture
- 1.6 Prerequisites: At least two 300- or 400-level literature courses.
- 1.7 Course catalog listing: For English for Secondary Teachers majors, this course surveys texts frequently presented in secondary classes—including widely anthologized short stories, drama, and poetry; classic novels; and contemporary young adult literature—and examines considerations of text selection and presentation.

2. Rationale:

- 2.2 Reason for developing the proposed course: This course was designed in direct response to criticism offered by alumni of the English/Allied Language Arts (E/ALA) major, who expressed a desire for a course in critical approaches whose contents more directly connected with the texts they were asked to use in their teaching assignments.
- 2.3 Projected enrollment in the proposed course: 20 E/ALA majors per semester, based on the numbers of recent majors who would be required to take the course under a proposed program design.
- 2.4 Relationship of the proposed course to courses now offered by the department: The literature content of this course would complement ENG 410, which focuses on composition, without significant overlap of content among the existing literature survey courses.
- 2.5 Relationship of the proposed course to courses offered in other departments: Depending on text selection, this course may occasionally overlap slightly with LME 407, Literature for Young Adults. The proposed course, however, is a much broader literature survey course which will include a relatively small proportion of young adult literature. While the proposed course may also nominally appear to encroach on SEC 475, Methods of Teaching English, in its work with literature at the secondary level, the proposed course is primarily a literature survey course, and its content should actually serve to strengthen students' work in the primary elements of SEC 475 (e.g., unit plans) by giving students a stronger background with appropriate literary works and critical theory. The proposed course would not address the staples of education courses, such as composing objectives or designing lesson and unit plans.

- 2.6 Relationship of the proposed course to courses offered in other institutions: No directly corresponding course has been identified at other institutions, but this apparent uniqueness is seen as a strength for our E/ALA program. A number of institutions do offer more sharply defined content courses (such as in young adult literature), and no doubt some language arts methods courses touch on some of the territory of this course, but this is not a course of lesson plans and objectives; its base is more broad in that it surveys appropriate literature—including some which would not fit neatly into a single course like “young adult literature”—and it considers the connections between critical approaches to literature (rather than pedagogical theory) and presentation to student audiences.

3. Discussion of proposed course:

- 3.1 Course objectives: Students will be familiar with literature and critical approaches to literature appropriate for the secondary language arts curriculum; students will understand the issues underlying the selection of texts and possible presentations of them to students.
- 3.2 Content outline: The course would be divided into units based on literary genre (e.g., short story, poetry), each coupled with appropriate considerations of critical theory, literary aesthetics, and content-related presentation issues, such as cultural milieu.
- 3.3 Student expectations and requirements: Critical responses to texts, content examinations, papers (e.g., selection rationales, critical perspectives).
- 3.4 Tentative texts and course materials: The course will include both texts available in state-adopted language arts textbooks and longer texts which either are already frequently featured in the secondary curriculum or have achieved recent critical acclaim. The texts will include widely anthologized short stories (e.g., “The Secret Life of Walter Mitty,” “The Most Dangerous Game,” “A Mother in Mannville”) and poetry (e.g., “The Road not Taken,” “Ozymandias,” “We Are Many”), full-length classic texts (e.g., *Antigone*, *To Kill a Mockingbird*, *Julius Caesar*, *Adventures of Huckleberry Finn*), and classic and contemporary young adult literature (e.g., *The Catcher in the Rye*, *Fahrenheit 451*, *Whirligig*).

4. Resources:

- 4.1 Library resources: Current holdings and resources are sufficient.
- 4.2 Computer resources: Current department and university resources are sufficient.

5. Budget implications:

- 5.1 Proposed method of staffing: Current faculty are to be utilized.
- 5.2 Special equipment needed: n/a
- 5.3 Expendable materials needed: n/a
- 5.4 Laboratory materials needed: n/a

6. Proposed term for implementation: Spring 2010 (201010)

6. Dates of prior committee approvals:

English Department:	_____3/20/09_____
Potter College Curriculum Committee	_____4/2/09_____
Professional Education Council	_____4/8/09_____
University Curriculum Committee	_____04/23/09_____
University Senate	_____

Attachment: Course Inventory Form

Proposal Date: 5 March 2009

**Potter College of Arts and Letters
Department of English
Proposal to Revise A Program
(Action Item)**

Contact Person: Karen Schneider, karen.schneider@wku.edu, 5-3046

1. Identification of program:

- 1.1 Current program reference number: 547
- 1.2 Current program title: English and Allied Language Arts
- 1.3 Credit hours: 52

2. Identification of the proposed program changes:

- Delete CS 145/CIS 141/LME 448 as a program requirement.
- Reorganize required and elective courses into categories with specific requirements.
- Add the following three requirements: one additional writing course, one class from a cluster of “literature of diversity” courses, and a new class on Critical Approaches to Literature in the Secondary Curriculum.
- One period-specific and more focused upper level literature course will be taken in lieu of one broad survey.
- Increase program hours from 52 to 55.
- Change the name of the program from English and Allied Language Arts to English for Secondary Teachers.

3. Detailed program description:

Required Courses			Required Core Courses:		31 hrs
ENG 299	Introduction to English Studies	3	ENG 299	Introduction to English Studies	3
ENG 104	Introduction to Linguistics	3	ENG 104	Introduction to Linguistics	3
ENG 304	English Language	3	ENG 304	English Language	3
ENG 381	English Literature I	3	ENG 385	World Literature	3
ENG 382	English Literature II	3	ENG 391	American Literature I	3
ENG 385	World Literature	3	ENG 401	Advanced Composition	3
ENG 391	American Literature I	3	ENG 410	Theories of Rhet and Comp	3
ENG 392	American Literature II	3	ENG 492	Senior Seminar	1
ENG 401	Advanced Composition	3	COMM 145 or 161	(public speaking) *	3
ENG 410	Theories of Rhetoric and Comp.	3	THEA 151	Theatre Appreciation *	3
Upper-level literature elective		3	ENG 476	Crit Appr to Lit Sec Cur	3
Upper-level literature elective		3			
ENG 492	Senior Seminar	1	Cluster # 1 Literature Surveys		6 hrs
			ENG 381	English Literature I	
			ENG 382	English Literature II	
			ENG 392	American Literature II	
COMM 145	Introduction Public Speaking				
OR COMM 161	Business and Professional Speaking	3			

COMM 245 Argumentation and Debate 3
THEA 151 Theatre Appreciation 3
JOUR 202 Intro Newswriting/Reporting 3
JOUR 427 Journalism in the Schools 3
52 hrs

CIS 141/CS 145/LME 448 3 hrs

Teacher Cert. Requirements

EDU 250 Intro to Teacher Ed 3
SEC 351 Teaching Strategies 3
SEC 352 Planning for Diversity 3
SEC 453 Instruction Management 3
SEC 475 Teaching Lang Arts 3
SEC 489 Teaching Seminar 3
LTCY 444 Reading for Sec Ed 3
PSY 310 Education Psychology 3
SEC 490 Student Teaching 10
37 hrs

Total EALA certification: 89 hrs

Cluster # 2 Allied Language Arts 6 hrs
COMM 245 Argumentation & Debate
JOUR 202 Intro Newswriting/Reporting
JOUR 427 Journalism in the Schools
THEA 425 Play Prod in the Schools

Cluster # 3 Writing Electives 3 hrs
ENG 301 Argumentation and Analysis
ENG 303 Fiction Writing
ENG 305 Poetry Writing
ENG 311 Writing Creative Nonfiction
ENG 354 Drama Writing
ENG 402 Editing and Publishing
ENG 415 Writing and Technology

Cluster # 4 Literature Elective 3 hrs**
ENG 333 Medieval Literature
ENG 340 Speculative Fiction
ENG 354 History of Drama to 1640
ENG 365 Literature and Film
ENG 395 Contemporary Literature
ENG 396 Mythology
ENG 398 Hemingway & Faulkner
ENG 455 American Drama
ENG 457 Modern British Literature
ENG 459 Modern Drama
ENG 481 Chaucer
ENG 482 Shakespeare
ENG 484 Romantic Movement
ENG 487 Dante
ENG 488 Victorian Age
ENG 489 English Novel
ENG 490 American Novel
ENG 494 Kentucky Literature
ENG 495 Southern Literature

Cluster # 5 Literature of Diversity* 3 hrs**
ENG 360 Gay and Lesbian Lit
ENG 370 Multicultural American Lit
ENG 386 Women Writers
ENG 393 African American Lit

Elective 3 hrs

Choose one additional course from cluster 1, 2, 3, 4, or 5 or another allied arts course.

Total English program hrs: 55

*COMM 145/161 and THEA 151 also count as General Education courses

**The one literature elective must be from a period not chosen from cluster # 1.

***ENG 370 and 393 also count as Gen Ed, Category E

Note: **CIS/CS/LME is recommended only for students who lack basic computer literacy.**

Teacher Certification requirements are unchanged.

Total Eng w/ Sec Certification: 89 hrs

4. Rationale for the proposed program change: Our reasons for making these changes are several. The faculty have been concerned that the emphasis on exposure to a number of allied arts in our current program leaves too little time for the students' primary subject matter, English. In support of this perception, our students (in capstone exit surveys) have generally complained that they feel ill prepared to teach English because the current curriculum favors breadth at the expense of depth. To investigate the validity of these complaints, last summer we surveyed all of our EALA graduates from the last five years and the principals of every public high school in Kentucky. We wanted to know what our graduates thought after they had been teaching for a while. Both teachers and principals expressed a desire for a somewhat different curriculum—one with additional writing instruction, with a class that focused on approaches to literature commonly taught in high schools, and with more flexibility. Unfortunately, the Praxis scores also suggest that our program needs revision if we are to meet our learning outcome goals. While most of our students pass this exam, the majority also score in the 1st and 2nd quartiles (lowest) on the essay portion of the exam in every subject area (poetry, prose, rhetorical analysis, and literary issues). We wish to achieve a higher standard.

A second goal of our survey was to ascertain exactly what our graduates were teaching. Those teaching speech, coaching forensics, overseeing school newspapers or yearbooks, and/or producing school plays were in the small minority. At the same time almost 60% indicated they would have been better served by taking more English classes. We also examined other undergraduate pre-service English programs in Kentucky and found that we were the only one with such a heavy emphasis on required allied arts courses. Moreover, our enrollment in the major has been decreasing. We cannot be sure that this is due to the program's inflexibility and breadth-over-depth approach, but those are possible explanations; we are hoping that our modifications will make the program more attractive to potential students.

Our reorganization of this major gives students the flexibility to spend as much time on one or more allied arts as they have been—or even more—if they elect to do so. It also allows them to make other choices, including additional literature courses. In addition, the new clusters require an additional writing course, a literature course that focuses on diversity, and the requested course on critical approaches to commonly taught high school literary texts. The new program will therefore help us to meet our identified program and QEP goals. While designing the modifications, we were careful to ensure that any changes and combination of options fit within Kentucky and NCATE teacher standards as well.

Specific change rationales:

- *Delete CS 145/CIS 141/LME 448 as a program requirement:* Most of our students are arriving with sufficient computer literacy. In recognition of this, we intend for this to be dropped as a requirement and to be recommended for students who exhibit a deficit.
- *Reorganize required and elective courses into categories with specific requirements:* The cluster arrangement supplies sufficient variety for students to make selections which will serve individual needs and preferences—while still maintaining a strong and consistent core.
- *Add the following three requirements: one additional writing course, one class from a cluster of “literature of diversity” courses, and a new class on Critical Approaches to Literature in the Secondary Curriculum:* Each of these three new requirements addresses a specific program need. The additional writing course was widely requested in our survey and should also help our students perform better on the Praxis essays. The “Literature of Diversity” cluster requirement will ensure students receive better exposure to more marginalized literature, which is both a perceived need and a concern for programmatic standards assessments. The new Critical Approaches course was designed in response to survey requests for a course focusing on literature which frequently appears in the secondary curriculum.
- *One period-specific and more focused upper level literature course will be taken in lieu of one broad survey:* While still offering considerable variety in choices (as this is reflected in Cluster #4), this requirement increases academic rigor by emphasizing a more in-depth examination than is generally associated with a broad survey course.
- *Increase program hours from 52 to 55:* This modest increase was unavoidable, given the significant number of needs addressed in the changes, and is justified by the substantial strengthening of the coursework which is included. The larger number, nevertheless, is not out of line with a number of comparable programs at WKU, and the additional three hours does not change the major’s relationship with the new minimum of 120 hours required for graduation, as the combined English and Education requirements of the current program necessarily exceed that already.
- *Change the name of the program from English and Allied Language Arts to English for Secondary Teachers:* This change would more accurately reflect the focus and function of the program.

5. **Proposed term for implementation and special provisions (if applicable): 201030**
Currently enrolled students may choose to complete their program as described in the year they matriculated or declared this major.

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

English Department/Division:

____3/20/09____

PCAL Curriculum Committee

____4/2/09____

Professional Education Council

____4/8/09_____

Undergraduate Curriculum Committee

04/23/09

University Senate

Attachment: Program Inventory Form

Proposal Date: 04/01/2009

**Bowling Green Community College
Business Division
Proposal to Revise an Academic Policy
(Action Item)**

Contact Person: Mark Staynings, mark.staynings@wku.edu, 780-2555

1. **Identification of proposed policy revision:** To institute an admissions criteria for the various concentrations in the business division.
2. **Catalog statement of existing policy:** None
3. **Catalog statement of proposed policy:** There are admission requirements for the various concentrations in the business division. Please check with your academic adviser or chair of the division for the specific requirements.
4. **Rationale for proposed policy revision:** We are encountering an increasing number of underprepared students in our classes, by implementing admission requirements before students can enroll in specific classes we hope to increase student success rates.
5. **Impact of proposed policy revision on existing academic or non-academic policies:** None
6. **Proposed term for implementation:** Fall 2009
7. **Dates of prior committee approvals:**

Business Division:	04/01/2009
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Undergraduate Curriculum Committee	04/23/09
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University Senate	
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Proposal Date: March 12, 2009

**Bowling Green Community College
Business Division
Proposal to Create a New Course
(Action Item)**

Contact Person: Ron Mitchell, ron.mitchell@wku.edu, 780-2535

1. Identification of proposed course:

- 1.1 Course prefix (subject area) and number: BUS 102C
- 1.2 Course title: Introduction To Ethical Issues in Business
- 1.3 Abbreviated course title:
- 1.4 Credit hours and contact hours: 3
- 1.5 Type of course: L- Lecture
- 1.6 Prerequisites/corequisites: None
- 1.7 Course catalog listing: This course will introduce students to the role of ethics of business in a complex, dynamic, global environment. This course will assist students to recognize, apply and appreciate the role of ethics in business decisions.

2. Rationale:

- 2.1 Reason for developing the proposed course: It is extremely important for students to be aware that ethical standards should and do exist in business and far too often unethical decisions in business have a large impact on society. This course will assist students in developing a general management perspective which includes an ability to formulate, analyze, and defend decisions in ethical terms; and to critically their own ethics.
It is imperative that students be introduced to ethical issues in business and how to apply a standard of ethical behavior in business.
- 2.2 Projected enrollment in the proposed course: 20 – 25 per semester.
- 2.3 Relationship of the proposed course to courses now offered by the department:
The only relationship will be to enhance student's preparedness for employment in a business environment.
- 2.4 Relationship of the proposed course to courses offered in other departments: This is an introductory level course and although there are several classes on Ethics taught in different Colleges at WKU, they are all upper division courses and not introductory topics.
- 2.5 Relationship of the proposed course to courses offered in other institutions: This course is not taught at the 100 level at other institutions.

3. Discussion of proposed course:

- 3.1 Course objectives: To meet the needs of the students and the business community served by WKU and in particular students in the Associates of Arts programs.
- 3.2 Content outline:
Defining Business Ethics

Resolving Ethical Business Dilemmas
Foundation of Business Ethics
Role of Business in Society
Shareholders versus Stakeholders
Applying Social Responsibility and Stakeholder Theory
Individual Values and the Business Organization
Corporate Due Process
Employee Privacy
Sexual Harassment
Equal Employment
Whistle-Blowing
Employee Rights

- 3.3 Student expectations and requirements: Students will be expected to complete assignments and projects, participate in class. This course will include tests and a comprehensive final.
- 3.4 Tentative texts and course materials: Business Ethics: Case Studies and Selected Readings by South-Western Legal Studies in Business.

4. Resources:

- 4.1 Library resources: No extra resources required.
- 4.2 Computer resources: No extra resources required.

5. Budget implications:

- 5.1 Proposed method of staffing: Staffed by current Faculty or Adjunct Faculty.
- 5.2 Special equipment needed: No special equipment needed.
- 5.3 Expendable materials needed: None
- 5.4 Laboratory materials needed: None

6. Proposed term for implementation: Fall 2009

7. Dates of prior committee approvals:

Business Department/Division:	03/02/09
BGCC Curriculum Committee	04/02/09
Undergraduate Curriculum Committee	04/23/09
University Senate	

Attachment: Program Inventory Form

Bowling Green Community College
Business Division
Proposal to Create a New Course
(Action Item)

Contact Person: Ron Mitchell, ron.mitchell@wku.edu, 780-2535

1. Identification of proposed course:

- 1.1 Course prefix (subject area) and number: BUS 244C
- 1.2 Course title: Introduction To Human Resources Information Systems
- 1.3 Abbreviated course title: Intro to HR Information Systems
- 1.4 Credit hours and contact hours: 2
- 1.5 Type of course: L- Lecture
- 1.6 Prerequisites/corequisites: None
- 1.7 Course catalog listing: This course will introduce students to the numerous concepts of Human Resources Information Systems including topics such as hardware and software, database systems, business intelligence, information and decision support systems, and systems development.

2. Rationale:

- 2.1 Reason for developing the proposed course: This course will serve as a refresher course for students currently employed in Human Resources positions or an introductory course for students training for a Human Resources position. With many HR departments downsizing it is important for managers to have a basic knowledge of HR Information Systems.

The HR Information System (HRIS) is a software or online solution for the data entry, data tracking, and data information needs of the Human Resources, payroll, management, and accounting functions within a business.

- 2.2 Projected enrollment in the proposed course: 20 – 25 per semester.
- 2.3 Relationship of the proposed course to courses now offered by the department: None.
- 2.4 Relationship of the proposed course to courses offered in other departments: Gordon Ford College of Business has introduced a 300 level class in Information Systems that was passed by the UCC last month. Relationship of the proposed course to courses offered in other institutions: None offered in this geographic area.
- 2.5 Relationship of the proposed course to courses offered in other institutions: None offered in this geographic area.

3. Discussion of proposed course:

- 3.1 Course objectives: To meet the needs of the students and the business community served by WKU.
- 3.2 Content outline:
 - Managing all employee information.
 - Reporting and analysis of employee information.

- Monitor company-related documents such as employee handbooks, emergency evacuation procedures, and safety guidelines.
 - Benefits administration including enrollment, status changes, and personal information updating.
 - Complete integration with payroll and other company financial software and accounting systems.
 - Applicant and resume management through tracking of:
 - attendance and PTO use,
 - pay raises and history,
 - pay grades and positions held,
 - performance development plans,
 - training received,
 - disciplinary action received,
 - personal employee information, and occasionally, management and key employee succession plans,
 - high potential employee identification,
 - and applicant tracking, interviewing, and selection.
- 3.3 Student expectations and requirements: Students are expected to attend class, participate in class activities and projects.
- 3.4 Tentative texts and course materials: Fundamentals of Information Systems

4. Resources:

- 4.1 Library resources: No additional resources required.
- 4.2 Computer resources: No additional resources required.

5. Budget implications:

- 5.1 Proposed method of staffing: Staffed by current Faculty or Adjunct Faculty.
- 5.2 Special equipment needed: No special equipment needed.
- 5.3 Expendable materials needed: None
- 5.4 Laboratory materials needed: None

6. Proposed term for implementation: Fall 2009

7. Dates of prior committee approvals:

Business Department/Division:	03/03/09
Community College Curriculum Committee	04/03/09
Undergraduate Curriculum Committee	04/23/09
University Senate	

Attachment: Program Inventory Form

Proposal Date: April 2, 2009

**Bowling Green Community College
Business Division
Proposal to Create a New Course
(Action Item)**

Contact Person: Ron Mitchell, ron.mitchell@wku.edu, 780-2535

1. Identification of proposed course:

- 1.1 Course prefix (subject area) and number: BUS 245C
- 1.2 Course title: Managing Diversity in the Workplace
- 1.3 Abbreviated course title: Managing Diversity
- 1.4 Credit hours and contact hours: 3
- 1.5 Type of course: L- Lecture
- 1.6 Prerequisites/corequisites: None
- 1.7 Course catalog listing: This course will introduce students to the concepts of managing/supervising employees from a supervisor's perspective in a work setting for a diverse background.

2. Rationale:

- 2.1 Reason for developing the proposed course: It is extremely important for students to be aware that the diversity of the workforce is changing rapidly and becoming much more multicultural. This course will introduce students to the concepts of effective management/leadership in a multicultural workforce.

Some of the issues that students will be introduced to are:

- How do you make the job sound appealing to different types of workers, such as people with disabilities?
 - How can recruitment be effectively targeted to underutilized groups?
 - How do you overcome cultural bias in the interviewing process, questions, and your response?
- 2.2 Projected enrollment in the proposed course: 20 – 25 per semester.
- 2.3 Relationship of the proposed course to courses now offered by the department: None.
- 2.4 Relationship of the proposed course to courses offered in other the techniques departments: There are numerous types of diversity classes taught at various colleges at WKU but none at the 200 level.
- 2.5 Relationship of the proposed course to courses offered in other institutions: Most institutions offer a course in Diversity but not in Managing Diversity in the workplace.

3. Discussion of proposed course:

- 3.1 Course objectives: To meet the needs of the students and the business community served by WKU.
- 3.2 Content outline:

- Success in a Diverse Workplace
 - Understanding Cultures
 - Stereotyping and Prejudice: How and Why They Occur
 - Workplace Discrimination: Its Effects and Remedies
 - Men and Women: Parallel Cultures
 - Leadership/Management Challenges of a Diverse work force
 - Creating an inclusive culture
 - Build on Equal Opportunity Principles
 - Build Consensus for Change
- 3.3 Student expectations and requirements: Students are expected to attend class, participate in class and complete all assignments and projects. The course will include a comprehensive final.
- 3.4 Tentative texts and course materials: Undecided.
- 4. Resources:**
- 4.1 Library resources: No additional library resources required.
- 4.2 Computer resources: No additional computer resources required.
- 5. Budget implications:**
- 5.1 Proposed method of staffing: Staffed by current Faculty or Adjunct Faculty.
- 5.2 Special equipment needed: No special equipment needed.
- 5.3 Expendable materials needed: None
- 5.4 Laboratory materials needed: None
- 6. Proposed term for implementation: Fall 2009**
- 7. Dates of prior committee approvals:**
- | | |
|------------------------------------|----------|
| Business Division: | 03/02/09 |
| BGCC Curriculum Committee | 04/02/09 |
| Undergraduate Curriculum Committee | 04/23/09 |
| University Senate | |

Attachment: Program Inventory Form

Proposal Date: March 26, 2009

**Bowling Green Community College
Health Science Division
Proposal to Revise A Program
(Action Item)**

Contact Person: Kim Green, kim.green@wku.edu, 745-8960

1. Identification of program:

- 1.1 Current program reference number: 273
- 1.2 Current program title: Associate Degree in Nursing
- 1.3 Credit hours: 72

2. Identification of the proposed program changes:

- Modification of admission criteria
 - Removal of the currently utilized admission test, the Nurse Entrance Test
 - Inclusion of an admission interview

3. Detailed program description:

Current Admission Policy	Proposed Admission Policy
▪ The applicant must achieve a minimum score of 72 on the Educational Resources, Incorporated's Nurse Entrance Test (NET) in order to be considered for admission. The following courses must be completed or in progress in order to be considered for admission: BIO 131, MA 109C or MA 116C and CFS 111C. ▪ The applicant must have 10 or more earned university credits and must have a cumulative grade point average of 2.75 in order to be considered for admission. ▪ * The applicant with 10 or less earned university credits must submit ACT examination results with application. Consideration for admission cannot be given until these scores are available in the department.	▪ The applicant must <i>take a required admission assessment</i> in order to be considered for admission. The following courses must be completed or in progress in order to be considered for admission: BIO 131, MA 109C or MA 116C and CFS 111C. ▪ The applicant must have 10 or more earned university credits and must have a cumulative grade point average of 2.75 in order to be considered for admission. ▪ The applicant with 10 or less earned university credits must submit ACT examination results with application. Consideration for admission cannot be given until these scores are available in the department. ▪ <i>The applicant may be asked to participate in an admission interview.</i>

4. Rationale for the proposed program change:

- The Associate Degree Nursing Program currently utilizes the NET as it's admission exam. However, due to a company buyout, the NET will no longer be available forcing the program to utilize other admission testing.
- The interview data will be used to ascertain student's psychosocial and communication skills. It will enable the admissions committee to view student's group interactions and how the student can perform under pressure.

5. Proposed term for implementation: Fall 2009

6. Dates of prior committee approvals:

Health Science Department/Division: 3/20/09

BGCC Curriculum Committee 3/31/09

Undergraduate Curriculum Committee 04/23/09

University Senate

Attachment: Program Inventory Form

Proposal Date: March 31, 2009

**Bowling Green Community College
Department of Business
Proposal to Create a Certificate Program
(Action Item)**

Contact Person: Ron Mitchell, ron.mitchell@wku.edu, 780-2535

1. Identification of program:

- 1.1 Program title: Human Resources Management Certificate
- 1.2 Required hours in program: Twenty (20)
- 1.3 Special information: This certificate is intended for the non-traditional student who wants specialty classes in the area of Human Resources (HR)
- 1.4 Catalog description: This certificate provides students with a content specific certificate in the area of HR and is designed for students wanting to increase their knowledge in the HR area to either locate an initial position or to increase their upward mobility in a current HR position.

Housed in the Community College, this certificate program consists of 20 credit hours of required courses.

2. Objectives of the proposed certificate program:

To increase the knowledge of students in the areas of ethics and hiring practices, structure of the organization, labor relations management, and HR Information Systems.

3. Rationale:

- 3.1 Reason for developing the proposed certificate program: Currently many employees are working in a Human Resources position with little to no formal training/education in the Human Resources area. There are also many non-traditional students who are seeking some type of formal training in the Human Resources area but do not have the time or opportunity for an Associates or Baccalaureate degree. This is a need to the community that is not currently being met but with a Certificate in Human Resources this will allow WKU to better meet these needs.
- 3.2 Relationship of the proposed certificate program to other programs now offered by the department: None
- 3.3 Relationship of the proposed certificate program to certificate programs offered in other departments: None
- 3.4 Projected enrollment in the proposed certificate program: 25 – 35.
- 3.5 Similar certificate programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions): None
- 3.6 Relationship of the proposed certificate program to the university mission and objectives: This certificate program will allow WKU to meet the niche market of non-traditional students who require formal training in HR.

4. Curriculum:		
BUS 102C	Intro to Ethical Issues in Business	3
BUS 210C	Organization and Management or	3
BUS 248C	Supervisory Management	
BUS 257C	Management of Human Resources	3
BUS 270C	Labor Relations Management or	3
BUS 245C	Intro to Managing Diversity in the Workplace	3
MGMT 200C	Legal Environment of Business	3
BUS 244C	Intro to Human Resources Information Systems	2
Total:		20

5. Budget implications: None

6. Proposed term for implementation: Fall 2009

7. Dates of prior committee approvals:

Business Division: 02/25/09

BGCC Curriculum Committee 04/02/09

Undergraduate Curriculum Committee 04/23/09

University Senate

Attachment: Program Inventory Form

Proposal Date: April 2, 2009

**Community College
Department of Business
Proposal to Revise A Program
(Action Item)**

Contact Person: Ron Mitchell, ron.mitchell@wku.edu, 780-2535

1. Identification of program:

- 1.1 Current program reference number: 288
- 1.2 Current program title: Business
- 1.3 Credit hours: 39

2. Identification of the proposed program changes:

- Formally change AA Degree in Business from 64 to 60 credit hours.
- Change the program from 39 to 42 hours.
- Modify the Core, Concentration and General Education portion of each Concentration within the Business Degree to better meet the needs of students pursuing an Associate Degree in Business from WKU.
- To provide for a more academically challenging and appropriate courses in our Core and to allow for future changes in the Concentration to meet the ongoing needs of the businesses in our geographical region.

3. Detailed program description:

Changes for Core and General Education for Business Degree # 288

Current Core 21 hours		Proposed Core 24 hours	
BUS 110C	Basic Accounting I 3	ACC 200C	Intro Accounting-Financial 3
BUS 111C	Basic Accounting II 3	ACC 201C	Accounting-Managerial 3
CSCI 145C	Intro to Computer Systems 3	CSCI 145C	Intro to Computer Systems 3
BUS 212C	Intro to Marketing 3	BUS 100C	Intro To Business 3
BUS 214C	Business Communications 3	BUS 160C	Personal Finance 3
BUS 248C	Supervisory Management 3	BUS 210C	Organization and Management 3
BUS 253C	Business Seminar 3	BUS 212C	Intro to Marketing 3
		BUS 253C	Business Seminar 3
Current General Education 25 hours		Proposed General Education 18 Hours	
ENGL 100C	Intro to College Writing 3	ENGL 100C	Intro to College Writing 3
COMN 161C	Bus & Professional Speaking 3	COMN 161C	Bus & Professional Speaking 3
Category B	3	Category B Elective	3
Category C Elective	3	Delete this requirement	
ECON 202C	Principles of Micro 3	ECON 202C	Principles of Micro 3
ECON 203C	Principles of Macro 3	ECON 203C	Principles of Macro 3
MA 116C	College Algebra 3	MA 116C	College Algebra 3
Electives	4		

Below are changes of Major Concentrations for Business degrees by Concentration:

Management Concentration

Existing Concentration 18 hours	Proposed Concentration 18 Hours
BUS 160C Personal Finance 3	
BUS 210C Organization & Management 3	BUS 214C Business Communication 3
BUS 250C Business Entrepreneurship 3	BUS 250C Business Entrepreneurship 3
BUS 257C Management of HR 3	BUS 257C Management of HR 3
BUS 270C Labor Relations Management 3	BUS 270C Labor Relations Management 3
Business Elective 3	Business Elective 6

Management Information Systems Concentration

Existing Concentration 18 hours	Proposed Concentration 18 hours
INS 181C Computer Programming I 3	INS 181C Computer Programming I 3
INS 182C Computer Operating System 3	INS 182C Computer Operating System 3
INS 270C Electronic Spreadsheets 3	INS 270C Electronic Spreadsheets 3
INS 272C Database Management 3	INS 272C Database Management 3
INS Elective (advisor approved) 3	INS Elective (advisor approved) 3
Business Elective 3	INS 275C Web & Media Design 3

Manufacturing Management Concentration

Existing Concentration 18 hours	Proposed Concentration 18 Hours
BUS 210C Organization & Management 3	BUS 270C Labor Relations Management 3
MFG 240C Manufacturing Mgt Operations 3	MFG 240C Manufacturing Mgt Operations 3
MFG 245C Manufacturing Quality Mgt 3	MFG 245C Manufacturing Quality Mgt 3
MFG 265C Manufacturing Mgt Seminar 3	MGMT 200C Legal Environment of BUS 3
Electives (advisor approved) 6	Advisor Approved Elective 6

Real Estate Concentration

Existing Concentration 18 hours	Proposed Concentration 18 Hours
RE 170C Essentials of Real Estate 3	RE 170C Essentials of Real Estate 3
RE 272C Real Estate Finance 3	RE 272C Real Estate Finance 3
RE 273C Real Estate Law 3	RE 273C Real Estate Law 3
RE 274C Real Estate Appraisals 3	RE 274C Real Estate Appraisals 3
Real Estate Elective 3	Real Estate/Business Elective 3
Business Elective 3	RE 171C Real Estate Brokerage Operations 3
	Real Estate/Business Elective 3

Management Preparation Concentration

Existing Concentration 18 hours	Proposed Program 18 Hours
BUS 160C Personal Finance 3	
BUS 210C Organization & Management 3	BUS 214C Business Communication 3
BUS 250C Business Entrepreneurship 3	BUS 250C Business Entrepreneurship 3
BUS 257C Management of HR 3	BUS 257C Management of HR 3
BUS 270C Labor Relations Management 3	BUS 270C Labor Relations Management 3
ECON 206C Statistics 3	ECON 206 Statistics 3
	MGMT 200C Legal Environment of Business 3

Water Utilities Management Concentration

Existing Concentration 18 hours	Proposed Concentration 18 Hours
UM 101C Water Utility Management 3	UM 101C Water Utility Management 3
UM 205C Water Utility Org, Reg & Law 3	UM 205C Water Utility Org, Reg & Law 3
UM 215C Water Utility Finance & Admin 3	UM 215C Water Utility Finance and Admin 3
UM 225C HR Management for Water Util 3	UM 225C HR Management for Water Util 3
UM 235C Water Utility MGT and HR 3	UM 235C Water Utility MGT and HR 3
Business Elective 3	UM 245C Modern Tech & Water Util Mgt 3

Office Management Concentration

Existing Concentration 18 Hours	Proposed Concentration 18 Hours
OST 217C Transcription or	OST 217C Transcription or
INS 270C Electronic Spreadsheets 3	INS 270C Electronic Spreadsheets 3
OST 225C Advanced Desktop Publishing 3	OST 225C Records & Information Mgt 3
OST 255C Office Administration 3	OST 255C Office Administration 3
Two of the following:	Two of the following:
OST 101C Keyboarding	OST 221C Desktop Publishing
OST 220C Word Processing	OST 220C Word Processing
OST 221C Desktop Publishing 6	OST 222C Advance Desktop Publishing 6
Business Elective 3	BUS 214C Basic Business Comm 3

- Rationale for the proposed program change:** These changes will improve the rigor of our degree program and allow future changes in the concentration to meet the needs of the students and employees in the geographical area we serve. This will also allow a smoother and as close to possible seamless transition into the numerous bachelorette programs at WKU.
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- Proposed term for implementation and special provisions:** Fall 2009.

6. Dates of prior committee approvals:

Business Division: 03/03/09

BGCC Curriculum Committee 04/03/09

Undergraduate Curriculum Committee 04/23/09

University Senate

Attachment: Program Inventory Form